

## CLEANING SCHEDULES

Hospital:

High Risk WARD TOILETS & BATHROOMS	Standard	Cleaning frequencies
<b>Sinks</b>	The sink and wall attached dispensers should be visibly clean with no blood or body substances, dust, dirt, debris, lime scale, stains or spillages. Plugholes and overflow should be free from build up	2 full clean daily + 1 check clean daily
<b>Showers</b>	The shower and wall-attached shower chair should be visibly clean with no blood or body substances, scum, dust, lime scale, stains, deposits or smears	1 full clean daily + 1 check clean daily
<b>Toilets and bidets</b>	The toilet and bidet should be visibly clean with no blood and body substances, scum, dust, lime scale, stains, deposits or smears	2 full cleans daily + 1 check clean daily
<b>Baths</b>	The bath should be visibly clean with no blood and body substances, dust, dirt, debris, lime scale, stains or spillages. Plugholes and overflows should be free from build up	1 full clean daily + 1 check clean daily
<b>Replenishment</b>	There should be plenty of all consumables and soap	2 x daily 1 Spot check
<b>Walls</b>	All wall surfaces including skirting should be visibly clean with no blood and body substances, dust, dirt, debris, adhesive tape or spillages	1 spot clean daily 1 full clean weekly (dust only) 1 full washing yearly (steam clean)
<b>Ceilings</b>	All ceiling surfaces should be visibly clean with no blood and body substances, dust, dirt, debris, adhesive tape or spillages	1 High Dust monthly 1 full washing yearly (steam clean – solid ceiling only)
<b>All Doors</b>	All parts of the door structure should be visibly clean so that all door surfaces, vents, frames and jambs have no blood or body substances, dust, dirt, debris, adhesive tape or spillages	1 full clean daily
<b>All Internal Glazing, including partitions</b>	All internal glazed surfaces should be visibly clean and smear free with no blood or body substances, dust, dirt, debris, adhesive tape or spillages. They should have a uniform shine appearance	1 check clean daily 1 full clean weekly
<b>All external glazing</b>	All external glazed surfaces should be clean	1 full clean every 3 months (Contracted)

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<b>Mirrors</b>	Mirrors should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily
<b>Switches, sockets, data points, pull cords</b>	All wall fixtures should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily (if wipeable) Replace pull cords when required
<b>Radiators</b>	All parts of radiators (including between panels) should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 External full clean daily Deep clean yearly (Contracted)
<b>Ventilation grilles, extract and inlets</b>	The external part of the ventilation grille should be visibly clean with no blood or body substances, dust, dirt, debris or cobwebs.	1 full clean weekly
<b>Floor – Hard/Vinyl</b>	The complete floor including all edges, corners and main floor spaces should have a uniform finish or shine and be visibly clean with no blood or body substances, dust, dirt, debris or spillages.	Dust removal 1 full clean daily + 1 Spot clean daily Wet mop 1 full clean daily + 1 check clean daily
<b>Low Surfaces</b>	All surfaces should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily 1 check clean daily
<b>High Surfaces</b>	All surfaces should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean weekly 1 check clean weekly
<b>Chairs</b>	All parts of the furniture should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily 1 check clean daily
<b>Hand wash containers</b>	All parts of the surfaces of hand soap and paper towel containers should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape, stains or spillages	Daily Full clean
<b>Hand hygiene alcohol rub dispensers</b>	All parts of the surfaces of hand hygiene alcohol rub dispensers should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape, stains or spillages. Dispensers should be kept stocked	Daily Clean of bottle, brackets and dispenser
<b>Waste receptacles</b>	The waste receptacle should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape, stains or spillages. Receptacles should be emptied frequently and not allowed to overflow	1 full clean daily 1 check clean daily Deep clean weekly

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<b>Curtains and blinds</b>	Curtains and blinds should be visibly clean with no blood or body substances, dust, dirt, debris, stains or spillages	Clean, change or replace yearly Bed curtains change six monthly <b>? Shower Curtains</b>
<b>Pest control devices</b>	The pest control device should be free from dead insects, animals or birds and be visibly clean	1 full clean monthly (Contracted)
<b>Electrical items</b>	The casing of electrical items should be visibly clean with no blood or body substances, dust, dirt, debris or adhesive tape	Dust removal 1 full clean daily 1 full clean monthly
<b>Cleaning equipment</b>	Cleaning equipment should be visibly clean with no blood or body substances, dust, dirt, debris or moisture	Full clean after each use