

RM20 - APPENDIX 2

Deep Cleaning following a Discharge (non-infectious)

WARD/ BED AREA: _____ **DATE:** _____

Equipment required:

Blue bucket	Blue cloths
Mop handle	Gloves and apron
Clean mop head or disposable mop head	General purpose detergent+ and water
Domestic waste bag, plastic bag for mop head (if required).	

Preparation

Report to Ward Sister or Nurse in Charge prior to commencement of work to ascertain if any high risk patients are in the area. Check that all clinical equipment has been terminally cleaned by ward staff or been removed from the room or area, and check if curtains need to be taken down and sent for laundering, before you begin.

If yes to all of the above, then you can proceed with the clean, if not, then refer to the member of staff in charge.

Checklist

Procedure	Completed
Collect all equipment and place outside the room	
Clearly display caution signs	
Prepare detergent and hot water solution as per manufacturer's instructions	
Put on a clean disposable apron and gloves, before entering the room	
Enter the room with all equipment and close the door	
Seal and remove all waste bags from the room, replace clinical waste sack	
Check curtain and nets – if visibly dirty these must be taken down before cleaning commences	
Thoroughly clean <ul style="list-style-type: none"> • all fixtures and fittings from high to low (this includes doors, handles, ledges, radiators, bin holders) • all surfaces of the bed (mattress to be cleaned by clinical staff) • all surfaces and bed table and patient chair • the inside and outside of cabinets, wardrobes, bed side tables etc • all horizontal ledges using a clean cloth for each item (or folded clean microfibre surface)	
With a fresh solution of detergent and hot water, wash the floor area, moving furniture to ensure thorough cleaning, starting from the furthest point moving towards toilet, and cleaning the toilet area last	

Remove apron and gloves and dispose of them in domestic waste sack. Empty the contents of the bucket, clean the mop handle and bucket.	
Send all used mop heads for laundering (if applicable)	
Now wash and dry your hands.	
Arrange for curtains/nets to be replaced (if taken down)	

DISCHARGE CLEANING MUST BE UNDERTAKEN AS ONE TASK.

Completed by: _____ Domestic staff

Countersigned by: _____ Clinical staff

SAMPLE - DO NOT USE

Deep cleaning (following an infection)

WARD/ BED AREA: _____ DATE: _____

Equipment required:

Yellow bucket	Yellow disposable cloths
Mop handle	Gloves and apron
Clean mop head or disposable mop head	Disinfectant and water
Domestic waste bag, clinical waste bag plastic bag for mop head (if required).	

Preparation

Report to Ward Sister or Nurse in Charge prior to commencement of work to ascertain if any high risk patients are in the area. Check that all clinical equipment has been terminal cleaned by ward staff or been removed from the room or area, and check curtains have been taken down before you begin.

If yes to all of the above, then you can proceed with the clean, if not, then refer to the member of staff in charge.

Checklist

Procedure	Completed
Collect all equipment and place outside the room	
Clearly display caution signs	
Prepare disinfectant solution (e.g. chlorine tablets) as per manufacturer's instructions	
Put on a clean disposable apron and gloves, before entering the room	
Enter the room with all equipment and close the door	
Seal and remove all waste bags from the room, replace clinical waste sack	
Check curtain and nets have been taken down	
Thoroughly clean <ul style="list-style-type: none"> • all fixtures and fittings from high to low (this includes doors, handles, ledges, radiators, bin holders) • all surfaces of the bed (mattress to be cleaned by clinical staff) • all surfaces and bed table and patient chair • the inside and outside of cabinets, wardrobes, bed side tables etc • all horizontal ledges using a clean cloth for each item	
With a fresh solution of disinfectant and hot water, wash the floor area, moving furniture to ensure thorough cleaning, starting from the furthest point moving towards toilet, and cleaning the toilet area last	
Remove apron and gloves and dispose of them in clinical waste sack. Empty the contents of the bucket, clean the mop handle and bucket.	
Send all used mop heads for laundering (if applicable)	
Now wash and dry your hands.	
Check that curtains/nets are going to be replaced	



Essex Partnership University

NHS Foundation Trust

TERMINAL CLEANING MUST BE UNDERTAKEN AS ONE TASK.

Completed by: _____ Domestic staff

Countersigned by: _____ Clinical staff

SAMPLE - DO NOT USE