Training Information

**Market Segment:**
Government, Healthcare, Other

**Title:**
HOW TO ROUTINE CLEAN A NURSES' STATION

**Check If Applicable:**
- [ ] Rx Procedure
- [x] None
- [ ] Cleancheck Procedure

**Tools & Materials Needed:**
- A. Cleaning cart
- B. Clean cloths
- C. Spray bottles
- D. Mop Bucket and wringer
- E. Mop bucket for clear rinse
- F. Wet mop and handle
- G. Floor machine equipped with buffing pad
- H. Vacuum
- I. Dusting tool
- J. Dust pan and lobby broom
- K. Dust cloths
- L. Dust mop, handle and frame
- M. Trash can liners
- N. "Wet floor" sign
- O. Gloves and personal protection equipment

**Products:**
1. Cleaner disinfectant
2. Dust mop/dust cloth treatment
3. Spraybuff in trigger sprayer
4. Carpet stain remover

**Procedures:**

I. Purpose of Cleaning the Nurses' Station
   
   A. To reduce the risk of spreading nosocomial infections.

II. Procedure for Routine Cleaning a Nurses' Station
   
   A. Put on gloves and personal protection equipment.

   B. Empty and disinfect waste receptacles.

   C. Clean all exposed surfaces of the furniture in the nurses' station using a soft, clean cloth and cleaner/disinfectant solution in a trigger sprayer.
D. Damp dust all sills and ledges with a cleaner/disinfectant.

E. Spot clean walls, doors, and partitions with a cleaner/disinfectant.

F. Damp dust all metal surfaces with a disinfectant solution and wipe dry to avoid spotting.

G. Dust mop all hard surfaces with a clean, treated dust mop. Pick up soil with dust pan and lobby broom.

H. Place "Wet floor" signs in area to be cleaned.

I. Using a wet mop and cleaner/disinfectant solution, damp mop all hard floor surfaces. Refer to the procedure "How to Wet Mop/Disinfect Floors".

J. On carpeted floors, vacuum traffic patterns and check for spots. Do spot cleaning as necessary.

K. Spraybuff scuffed, marked or dull areas of floors. Refer to the procedure "How to Spray Buff a Floor".

III. Weekly Procedure

A. Vacuum all carpeted areas completely.

IV. Notes on Cleaning Nurses' Stations

A. If area is being heavily utilized by medical staff, move to next unoccupied area.

B. This procedure does not include the cleaning of any medical or technical equipment stored in the nurses' station.