



## Spartan Chemical Company, Inc.

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### Training Information

**Market Segment:**

Building Service Contractors, Education, Government, Healthcare

**Title:**

### PROCEDURE TO ROUTINE CLEAN A PATIENT'S ROOM

Check If Applicable:  Rx Procedure  None  
 Cleancheck Procedure

**Tools & Materials Needed:**

- |                         |                          |
|-------------------------|--------------------------|
| 1. Liners               | 9. Mop bucket & wringer  |
| 2. Trash bags           | 10. Glass cleaner        |
| 3. Custodial cart       | 11. Vacuum               |
| 4. Cleaner disinfectant | 12. Spray Buff & bottles |
| 5. Spray bottles        | 13. Rug shampoo          |
| 6. Clean cloths         | 14. Floor polisher       |
| 7. Dust mop             | 15. Two clean buckets    |
| 8. Wet mop              | 16. Gloves and goggles   |

**Procedures:**

Put on personal protective equipment

1. Empty waste receptacles by carefully lifting out the receptacle's liner, twisting and Tying the neck of the bag. Place used liner into large trash bag attached to custodial cart. Clean waste receptacles using cleaner-disinfectant solution dispensed from spray bottle and soft, clean cloth. Reline receptacle with new plastic liner. Replace in original position beside resident bed.
2. Damp dust all horizontal and vertical surfaces of the overbed table and the bedside stand. Do not open the drawers of the bedside stand or attempt to clean the inside in any way. Carefully work around any of the resident's personal items that might be placed on the overbed table or bedside stand.
3. Damp dust all exposed surfaces of the remaining furniture in the room. This includes All visitor's chairs and related furniture. Arrange all furniture in its original position.
4. Damp dust and wipe dry all horizontal sills and ledges with a cloth, damp with cleaner-disinfectant solution. Handle resident's flowers carefully and return to original position.
5. Damp dust and wipe dry resident's telephone and television. Caution: Spray cleaner-disinfectant onto cloth rather than onto any electrical equipment to avoid possible shock.
6. Check windows and window sills, radiators, and/or air conditioning units. As required, spot-clean with

cleaner-disinfectant solution and wipe dry.

7. Spot-clean walls and cubicle curtains as required.
8. Using treated dust cloth or dust mop, dust mop the entire floor beginning in the corner furthest from the door and working toward the door. Remember to dust beneath the bed and other furniture.
9. Using wet mop and cleaner-disinfectant solution, damp mop the entire floor beginning in the corner furthest from the door and working toward the door. Remember to damp mop beneath the bed and other furniture.
10. Check light cords, thermostats, light switches, etc., for soiling and damp dust as required.
11. On leaving the room, damp dust and wipe dry all finger marks and stains from the door, door knobs and handles, pushplates and kickplates.
12. Clean any adjoining resident restroom following the restroom's cleaning procedures.
13. As required: vacuum drapes, damp mop venetian blinds window shades, spray-buff hard floor surfaces, and shampoo carpeted floor surfaces.

ADDITIONAL THOUGHTS:

1. It is extremely important that residents not be unduly disturbed during the cleaning of a resident's room. A certain amount of judgment must be exercised in cleaning around a resident's bed when it is occupied. On occasion, some routine tasks may be deliberately skipped if the situation warrants. If uncertainty exists about cleaning around a resident, ask your supervisor for clarification.
2. If room is being utilized by medical staff, move to the next area and return later.
3. For discharge cleaning, it will be necessary to perform complete bed washing.