

CLEANING WAITING ROOMS

NOTE: We will assist in the general cleaning of your office; it is up to the individual practitioner to monitor infectious disease control and maintain a sterile environment. Waiting rooms are high-traffic areas that require special cleaning attention. Because waiting rooms are usually in close proximity to entrances, they are repositories of dirt, pollution, and germs.

- Floors
 - Cleaned and disinfected daily
 - Furniture should be moved to allow access beneath and around each item
 - Edges and corners should receive special attention daily
- Carpets
 - Vacuum daily
 - Spot clean as necessary
 - Deep clean with hot water extraction each month (TAG WORK)
- Toys
 - All toys cleaned daily with soap and water (TAG WORK)
 - Toys that come in contact with a mouth should be disinfected daily with 10 minutes of dwell time, rinsed and dried (TAG WORK)
- Furniture
 - All furniture is cleaned daily
 - Disinfect arm rests, coffee tables, and end tables daily
 - Vacuum daily
 - Spot clean as necessary
 - Steam clean quarterly (TAG WORK)
- Walls
 - Check daily for spots, spills and marks
 - Spot clean as necessary with a disinfectant and cloth
 - Clean entirely every quarter from top to bottom using a disinfectant (TAG WORK)
 - Areas close to the ceiling and floor should be inspected daily and cleaned with a dust wand once per week
- Buttons, Lamps, Switches, Phones, Water Fountains, Bells, Pens, Door Knobs, Countertops, and Door Plates
 - Clean daily with hospital grade disinfectant
- Windows and Window Treatments
 - Spot cleaned daily
 - Wet-clean weekly with a environmentally friendly glass cleaner (TAG WORK)
 - Blinds, draperies, and other treatments dusted daily with a treated cloth
 - Dust tops of windows and window treatments weekly
- Ceilings
 - Dust ceilings and ceiling fixtures including lights, sprinkler heads, and smoke alarms using an extended-height wand
 - Spot clean projectile spills daily with using a disinfectant
- Air Vents
 - Vacuum and dust vents daily
 - Report moisture and non functional vents to supervisor
- Trash
 - Empty trash first using disposable gloves
 - Discard gloves after completing task, wash hands, and apply new gloves
 - Never touch or compress trash
 - Tie bags while still in waste receptacle
 - Clean receptacles daily before replacing bags using a high-level disinfectant