

## **CLEANING/DISINFECTING CHECKLISTS**

### **AFTER EACH PATIENT VISIT**

- ❑ Disinfect recliner handles.
- ❑ Ensure that chair cover and any lap blankets were placed in sealed laundry bin
- ❑ Periodically wipe down payment stations and laptops that are used for scheduling.

### **DAILY (OR AT END OF EACH PUNK SHIFT)**

- ❑ Launder all used cloth items in hot water and dry with high heat; always use gloves to handle unlaundered items (see next page for laundry instructions)
- ❑ Disinfect high-touch surfaces in punk cave (desks, computers, sink knobs, etc)
- ❑ Disinfect all high-touch surfaces: door handles, light switches, stools, phones, toilet handles, sink knobs, keyboards, credit card machines, etc
- ❑ Thoroughly clean restroom facilities at least once daily and ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day.
- ❑ Clean and disinfect all retail areas at least daily, including products. Try to keep clients from touching products that they do not plan to purchase.

### **WEEKLY**

- ❑ Disinfect all high-touch areas inside clinic
- ❑ Mop floors using disinfectant in treatment rooms and reception area.

# Laundry

For clothing, towels, linens, blankets and other items

- Wear disposable gloves.
- Wear an apron or gown to protect your clothing.
- Do not shake dirty laundry.
- Use the warmest appropriate water setting and dry items completely.
- Dirty laundry from a person who is sick can be washed with other people's items.
- Clean and disinfect clothes hampers surfaces with Benefect spray - let sit for 10 min or overnight.
- Remove gloves and dispose of them.
- Remove the apron/smock and wash with laundry or put in the clothes hamper.
- Wash hands right away.