Hospital Cleaning Checklist



BATHROOMS

- [ ] Thoroughly clean the toilets.
- [ ] Follow up with a disinfectant
- [ ] Use a disinfectant bar or solution in the flush tank for a sterile flush every time
- [ ] Wipe and clean the booth doors and door knobs. Use a sanitizer to wipe.
- [ ] Get the reachable wall surfaces clean.
- [ ] Clean the lights and fixtures, and switch plates.
- [ ] Mop and clean the floors with a cleaner, and follow up with a disinfectant.
- [ ] Empty all trash cans, and replace the plastic liners
- [ ] Refill the soap dispenser and restock all the paper utilities

CAFETERIA

- [ ] All the visible surfaces should be wiped clean and sanitized.
- [ ] Clean all cooking utensils and crockeries and store them in a hygienic way
- [ ] Store the coking material away from the floor and wall in tightly closed cabinets
- [ ] Clean the stove tops and other cooking surfaces after every food preparation
- [ ] Clean and sterilize the counter tops, cutting surfaces, food preparing surfaces.
- [ ] Wipe and clean the backsplash

- [ ] Mop and clean the floor
- [ ] The dining room too should be cleaned every day.

PATIENT ROOMS

- [ ] Use a hospital grade disinfectant in this high risk zone.
- [ ] Wipe and clean the patients' beds, the side and underside.
- [ ] Change wet sheet, bed sheet and pillow cases daily
- [ ] Remove soiled towels and replace with fresh ones
- [ ] Clean and sanitize all the visible surface of the rooms
- [ ] Wipe and clean the windows and doors
- [ ] Sanitize the nurse calling button, TV remotes, drawers and cabinets.
- [ ] Mop and clean the floor

EXAM ROOMS

- [ ] Dust all visible surface
- [ ] Wash and clean all apparatus and sterilize them
- [ ] Clean the equipment and stands and sterilize them
- [ ] Wipe and clean the reachable wall surfaces
- [ ] Mop and clean the floor using disinfectant
- [ ] Stock the drawers with sterilized gloves and other paper utilities
- [ ] Keep the hand sanitizer dispenser refilled

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