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| Deep clean | * **This document is part of the IPC cleaning schedules for domestic staff, day, or night staff**.   Following the end of outbreak, service user transfer or discharge, or once the service user/s is no longer considered infectious, remove from the vacated isolation room/cohort area, all:   * clinical waste and any other disposable items (bagged before removal from the room) * bedding/bed screens/curtains – manage as [infectious linen](https://www.england.nhs.uk/?page_id=199766&preview=true#infectious-linen) (bagged before removal from the room) * reusable non-invasive care equipment (decontaminated in the room prior to removal)   The room/s should be decontaminated using either:   * a combined detergent disinfectant solution at a dilution (1,000ppm av.cl.); or * a general-purpose neutral detergent in warm water followed by a solution of 1,000ppm av.cl. (Or alternative locally agreed cleaning product).   Rooms must be cleaned from highest to lowest points and from least to most contaminated points. |

**Overview**

Cleaning only removes microorganisms rather than killing them.

Cleaning with a general-purpose detergent is usually sufficient for routine cleaning.

There are areas/items of the setting that also require disinfection after use, in addition to cleaning to kill viruses and/or bacteria:

* Sanitary fittings, including commodes and bedpan holders/carriers.
* Food preparation areas

There are occasions that also require disinfection in addition to cleaning to kill viruses and/or bacteria:

* Enhanced clean (isolation clean – during symptomatic service user's isolation period)
* Terminal decontamination (deep clean – end of isolation period/outbreaks)

**Definitions**

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| Cleaning | The manual removal of dirt, debris. Micro-organisms are removed rather than killed.  Effective cleaning leaves a surface or equipment visibly clean:   * Clean with a fresh solution of general-purpose neutral detergent in warm water * This should be changed when dirty or when changing tasks.   REMEMBER! Cleaning is a pre-requisite to effective disinfection |

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| Damp Dusting | The process of removing microorganisms from hard surface, furniture, fixtures and fittings with a damp cloth.  Apply general purpose detergent to a clean cloth and dust the areas. Using a damp cloth soaked in detergent will aid the dust to stick to the cloth rather than being dispersed into the when dry dusting. |

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| Two Step Cleaning Process | **Two step cleaning process:** is cleaning that needs to be carried out in 2 stages; 1. cleaning, 2. disinfecting.   * First, clean using a detergent and water to remove visible dirt from surfaces and equipment, and then rinse. Secondly, disinfect the item/surface by using a disinfectant. Ensure that the correct dilution and contact time for the product is used. * \*Disinfectants will only work on clean surfaces. Always use a detergent to remove visible dirt and grease before disinfecting.   **Disinfection:** Process of reducing or eliminating harmful microorganisms from objects and surfaces.  Disinfectant products should contain **chlorine at 1000ppm** as per the national cleaning standards.   * Any surface disinfectant used in healthcare/social care settings **must have been verified** by testing according **to the British & European standards** (BS EN numbers) to support bactericidal and virucidal claims and other healthcare acquired infection (HCAI) pathogens:   + Please look for the BS EN number on the bottle. This is usually displayed on the label and can be located on the front or on the back of the product.   + Disinfectants compliant with BS EN 14476, confirms the product is effective against **viruses** such as. For enhanced cleaning due to a **COVID-19 infection**, BS EN 14476 should state that it is effective against **enveloped viruses.**   + Products compliant with BS EN 1276 or BS EN 13697 confirm the product is effective for preventing the growth and spread of harmful **bacteria** such as E- coli and Salmonella.   Disinfection products for kitchen and food preparation areas should meet the following BS EN criteria: BS EN 1276 or BS EN 13697.  **Decontamination:** the term in this document refers to cleaning and disinfection, either using separate cleaning and disinfecting products using a two-step process:   * a general-purpose neutral detergent in warm water followed by solution of 1,000 parts per million available chlorine (ppm available chlorine (av.cl.)   Or  a ‘2 in 1’ product that cleans and disinfects in one step:   * a combined detergent/disinfectant solution at a dilution of 1,000 parts per million available chlorine (ppm available chlorine (av.cl.) |

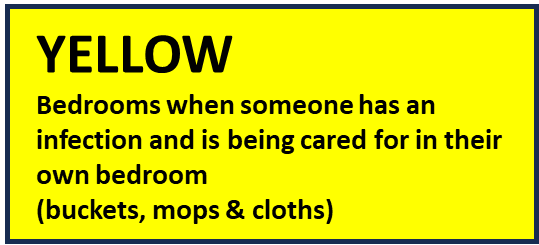
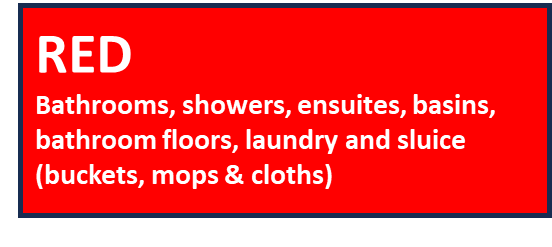
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| Correct use of product | Products **must** be used at the **recommended dilution rate and contact time** to be effective, please follow manufacturer guidance.    We advise that you:   * **MUST** provide adequate training to staff using any chemical-based products. * Pay attention to the contact time for the cleaner to be effective. * Make sure you and your staff follow the instructions for the product chosen. * Use the correct dilution level for products that need to be diluted before use. * Supervise staff to ensure that all requirements of the cleaning process are completed.   Remind staff to regularly clean down surfaces, touch points, etc properly, by using the right product, and following the instructions. |

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| How to clean | To minimise recontamination of an area and transfer of virus and other microorganisms, clean from:   * top to bottom. * clean to dirty areas * the furthest point to nearest point * low risk to high-risk pathways.   Staff need to be trained in manual cleaning processes to prevent recontamination of surfaces e.g., clean large and flat surfaces using an ‘S’ shape motion. |

**FIVE PRINCIPLES OF CLEANING**



**Colour Coded Cleaning**





**Terminal decontamination procedure for bedrooms and en-suites.**

**Appropriate PPE for task**: Apron Disposable Gloves Fluid resistant mask

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| **Room Number:** | **Date:** |

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| Procedure: | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Strip bed, place all linen, pillows and duvets in a red soluble linen bag and the bag to be sealed. Then place in clear plastic bag. Identify to laundry are contaminated. |  |  |
| 1. Remove shower curtain, (if material) bathmat, towels and curtains, place in red soluble linen bag and seal. Then place in clear plastic bag.  * Any vinyl/plastic material shower curtains/bathmats must be decontaminated using outbreak disinfectant. * Identify to laundry that items are contaminated by placing in a red water-soluble bag inside a plastic bag and then into a red laundry bag. |  |  |
| 1. Check dust on high ceilings, damp dust - extraction vents, lighting and tops of wardrobes and decontaminate using outbreak disinfectant. |  |  |
| 1. All crockery and glassware removed and then placed through a dishwashing cycle at 82 degrees Celsius or above in a separate was. |  |  |
| 1. All areas of airflow/dynamic mattress should only be wiped clean on the surface, decontaminated using outbreak disinfectant.  * Foam mattresses are to be decontaminated using outbreak disinfectant. These are to be decontaminated within the location. |  |  |
| 1. Decontaminate all hard surfaces, minimum twice a day (including bedframes, behind TV, wheels, handrails, remote controls, electrical equipment, light switches, call bell, inside drawers, wardrobes, Zimmer frames, walking sticks, hoists, wheelchairs, slings, bins, and bathroom cabinets etc. |  |  |
| 1. Decontaminate all areas of the bathroom, commodes using a disposable red cloth. |  |  |
| 1. All hard floors in rooms and ensuites are to be mopped using outbreak disinfectant. |  |  |
| 1. All carpeted areas are to be vacuumed and shampooed following the instruction on the carpet cleaning equipment. |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, vacuums used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and reused (unless single use only). Wash hands. |  |  |
| 1. Open the windows to allow ventilation. |  |  |
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| **Manager/Senior checked** |  |

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| **Comments/Notes** |

**Terminal decontamination procedure for communal bathroom & visitor toilets.**

**Appropriate PPE for task**. Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Waste bin to be emptied into a yellow waste bag and decontaminated, Clinical waste is to be disposed of in clinical waste bin. | |  |  |
| 1. High areas, dust ceiling, air vents and lighting and decontaminate. Steam clean all walls, tiles, and grout. | |  |  |
| 1. Remove shower curtain, (if material) bathmat, towels, place in red soluble linen bag and seal. Place in clear plastic bag.  * Any vinyl/plastic material shower curtains/bathmats must be decontaminated. Identify to laundry that items are contaminated. | |  |  |
| 1. Decontaminate all hard surfaces including call bells. | |  |  |
| 1. Decontaminate all personal care equipment. All surfaces including wheels and slings are to be decontaminated. | |  |  |
| 1. All hard floors are to be mopped using a detergent followed by disinfectant. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets or hoovers before using in the next room or before being stored away. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room. Then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and re-used, if not single use. Wash hands. | |  |  |
| 1. Replenish consumables. | |  |  |
| 1. Open the windows to allow ventilation. | |  |  |
| **Manager/Senior checked** |  | | |
| **Comments Notes** |  | | |

**Terminal decontamination procedure for the sluice room**

**Appropriate PPE for task**. Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Remove all clinical waste. Decontaminate all surfaces | |  |  |
| 1. Damp dust high areas, including ceiling air extraction vents and lighting. Steam clean tiled hard surfaces and grout. | |  |  |
| 1. Decontaminate fixtures, fittings, and loose equipment. Toilet sluice & macerator to be decontaminated. | |  |  |
| 1. Decontaminate sink and surrounding areas. | |  |  |
| 1. Decontaminate all hard surfaces (including skirting boards, walls, ventilation grills, window ledges, vents, doors door frames, kick plates, light switches, handrails, inside drawers, cabinets, and wheels etc). | |  |  |
| 1. All hard floors are to be mopped using a detergent followed by disinfectant. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, hoovers using in the next room or before being stored away. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and reused, if not single use. Wash hands. | |  |  |
| **Manager/Senior checked** |  | | |

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| **Comments/Notes** |

**Terminal decontamination procedure for corridors, lifts, and stairs.**

**Appropriate PPE for task**. Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Check dust on high ceilings, damp dust extraction vents, lighting and decontaminate. | |  |  |
| 1. Decontaminate all hard surfaces using outbreak disinfectant (including skirting boards, walls, ventilation grills, window ledges, vents, doors, door frames, kick plates light switches, handrails, bannisters etc). | |  |  |
| 1. Decontaminate interior windows with outbreak disinfectant and polish. | |  |  |
| 1. Steam clean window dressings or remove for laundering. | |  |  |
| 1. Decontaminate all surfaces of electrical equipment. | |  |  |
| 1. Decontaminate all furniture. | |  |  |
| 1. All carpeted areas are to be vacuumed and shampooed following the instructions on the carpet cleaning equipment. | |  |  |
| 1. Decontaminate lift doors, stair lifts, ceiling vents, wall plates, handrails, button panels. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, vacuums used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and reused. Wash hands. | |  |  |
| 1. Open the windows to ventilate. | |  |  |
| **Manager/Senior checked** |  | | |

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| **Comments/Notes** |

**Terminal decontamination procedure for offices and meetings rooms.**

**Appropriate PPE for task**: Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. All crockery and glassware removed and then placed through a dishwashing cycle at 82 degrees Celsius or above in a separate wash. | |  |  |
| 1. Waste bin to be emptied into a yellow waste bag and decontaminate with outbreak disinfectant. Clinical waste is to be disposed of in clinical waste bin. | |  |  |
| 1. Decontaminate windows with disinfectant and polish. | |  |  |
| 1. Check dust on high ceilings, damp dust lights, vents, and decontaminate. | |  |  |
| 1. Decontaminate a minimum of twice per day all hard surfaces, furniture, chair arms and wheels, IT equipment, telephones, walls, skirting, cables, fittings, shelves, trolleys including wheels, notice boards, bin, and sockets. | |  |  |
| 1. All carpeted areas are to be vacuumed and shampooed following the instructions on the carpet cleaning equipment. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, vacuums used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves & aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and Visors can be decontaminated and reused. Wash hands. | |  |  |
| 1. Open the windows to ventilate the room. | |  |  |
| Other: | |  |  |
| **Manager/Senior checked** |  | | |

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| **Comments/Notes** |

**Terminal decontamination procedure for lounges & communal seating areas.**

**Appropriate PPE for task:** Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. All crockery and glassware removed and then placed through a dishwashing cycle at 82 degrees or above in a separate wash. | |  |  |
| 1. Empty waste bins into yellow waste bag, clean surfaces with outbreak disinfectant. | |  |  |
| 1. Check dust on high ceilings, damp dust extraction vents, lighting & decontaminate with outbreak disinfectant. | |  |  |
| 1. Decontaminate all hard surfaces with disinfectant (including skirting boards, walls, ventilation grills, window ledges, vents, doors, doorframes, kick plates, light switches, handrails, inside drawers, cabinets, wheels, trolleys, call bells etc). | |  |  |
| 1. Decontaminate interior windows. | |  |  |
| 1. All hard floors are to be mopped using outbreak disinfectant. | |  |  |
| 1. All carpeted areas and upholstery are to be vacuumed and shampooed following the instruction on the cleaning equipment. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and reused, if not single use only. Wash hands. | |  |  |
| 1. Open the windows to ventilate. | |  |  |
| 1. Once the room has ventilated, the room can be used for normal occupancy. | |  |  |
| **Manager/Senior checked** |  | | |
| **Comments/notes** |  | | |

**Terminal decontamination procedure for food & beverage service areas/dining rooms and cafe.**

**Appropriate PPE for task**. Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Waste bin to be emptied into a yellow waste bag and decontaminate. | |  |  |
| 1. Check dust on high ceilings, damp dust extraction vents, lighting & decontaminate. | |  |  |
| 1. All crockery and glassware removed and then placed through a dishwashing cycle at 82 degrees or above in a separate wash.   Food preparation areas are cleaned using a two-stage cleaning method as per 'catering safely'. | |  |  |
| 1. Decontaminate all hard surfaces, (Including walls, skirting, walls, ventilation grills, window ledges, vents, doors, door & frames, light switches, handrails, inside drawers, cupboards, shelving, chairs, tables, wheels, trolleys, etc). | |  |  |
| 1. Decontaminate all electrical equipment (kettles, toasters, microwaves, radios, etc) using outbreak disinfectant. | |  |  |
| 1. Remove all food and drink dispensers and then place through a dishwashing cycle 82 degrees or above in a separate wash. | |  |  |
| 1. All carpeted areas and upholstery are to be vacuumed and shampooed following the instruction on the cleaning equipment. | |  |  |
| 1. Steam clean tiles walls and grouting or decontaminate. | |  |  |
| 1. All hard floors are to be mopped using disinfectant. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. | |  |  |
| 1. Open the windows to ventilate. | |  |  |
| **Manger/senior checked:** |  | | |
| **Comment/notes** |  | | |

**Terminal decontamination procedure for medical treatment rooms.**

**Appropriate PPE for task**. Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Waste bin to be emptied into a yellow waste bag and decontaminate. Clinical waste is to be disposed of in clinical waste bin. | |  |  |
| 1. Check dust on high ceilings, damp dust extraction vents, lighting & decontaminate. | |  |  |
| 1. Decontaminate all hard surfaces with outbreak disinfectant (skirting, walls, ventilation grills, window ledges, vents, doors, doorframes, light switches, handrails, inside drawers, cupboards, shelving, trolley wheels, chairs & arms etc). | |  |  |
| 1. Decontaminate medical trolley interior and exterior including wheels, decontaminate sink drainer and surrounding splashbacks. | |  |  |
| 1. Steam clean tiled walls and grouting or decontaminate. | |  |  |
| 1. All hard floors are to be mopped. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, vacuums used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and reused, if not single use only. Wash hands. | |  |  |
| 1. Open the windows to ventilate. | |  |  |
| **Manager/senior checked** |  | | |
| **Comments/notes** |  | | |

**Terminal decontamination procedure for the laundry room.**

**Appropriate PPE for task**. Apron Disposable Gloves Fluid resistant mask

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| Procedure: | | Complete  [Check Mark Tick · Free vector graphic on Pixabay](https://pixabay.com/en/check-mark-tick-mark-check-correct-1292787/) by Unknown Author | Initial |
| 1. Waste bin to be emptied into a yellow waste bag and decontaminate. Clinical waste is to be disposed of in clinical waste bin. | |  |  |
| 1. Check dust on high ceilings, damp dust extraction vents, lighting & decontaminate. | |  |  |
| 1. Decontaminate all hard surfaces with outbreak disinfectant (skirting, walls, vents, doors, doorframes, light switches, handrails, inside drawers, cupboards, trolley wheels, huskie bins, baskets, shelving, dirty linen trolleys etc). | |  |  |
| 1. Decontaminate interior and exterior of washing machines, tumble dryers, ironing tables, folding tables, linen distribution trolleys, husky carts & clothes rails/ karri carts. | |  |  |
| 1. Decontaminate, sink drainer & surrounding splashbacks. | |  |  |
| 1. All hard floors are to be mopped. | |  |  |
| 1. Steam clean tiled walls and grouting or decontaminate. | |  |  |
| 1. Decontaminate any equipment, trolleys, mop buckets, vacuums used before utilising in the next room or stored. All surfaces including wheels to be decontaminated. | |  |  |
| 1. All cloths, gloves and aprons are to be placed in yellow waste bags after use in each room, then sealed and disposed of in the correct bin. Goggles and visors can be decontaminated and reused, if not single use only. Wash hands. | |  |  |
| 1. Open the windows to ventilate. | |  |  |
| **Manager/senior checked** |  | | |
| **Comments/notes** |  | | |

* On completion, this document is to be kept for auditing purposes.

1. <https://www.england.nhs.uk/national-infection-prevention-and-control-manual-nipcm-for-england/>
2. [COSHH and cleaners - key messages - COSHH (hse.gov.uk)](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.hse.gov.uk%2Fcoshh%2Findustry%2Fcleaning.htm&data=05%7C01%7CInfectionPrevention%40lancashire.gov.uk%7Cd2538d2d98e949f00c6e08dbbb6422f8%7C9f683e26d8b946099ec4e1a36e4bb4d2%7C0%7C0%7C638309811002104765%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=mkQnoh6rWSHdVPLpJSpTh51ytoygoieubZUxuq0jEMM%3D&reserved=0)
3. [Infection prevention and control - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health/infection-prevention-and-control/)
4. [Health and Social Care Act 2008: code of practice on the prevention and control of infections - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/the-health-and-social-care-act-2008-code-of-practice-on-the-prevention-and-control-of-infections-and-related-guidance)
5. [Infection prevention and control in adult social care: acute respiratory infection - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/infection-prevention-and-control-in-adult-social-care-acute-respiratory-infection)
6. [Care Quality Commission (cqc.org.uk)](https://www.cqc.org.uk/)
7. [Cleaning effectively in your business | Food Standards Agency](https://www.food.gov.uk/business-guidance/cleaning-effectively-in-your-business)
8. <https://infectionpreventioncontrol.co.uk/wp-content/uploads/2019/07/03-Decontamination-cleaning-and-disinfection-March-2016-Version-2.00.pdf>
9. <https://www.england.nhs.uk/wp-content/uploads/2021/04/B0271-national-standards-of-healthcare-cleanliness-2021.pdf>
10. <https://www.england.nhs.uk/wp-content/uploads/2021/04/B0271-national-standards-of-healthcare-cleanliness-2021.pdf>

* [Outbreak management - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/outbreak-management/)
* [Infection prevention practice and principles - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-practice-and-principles/)
* [sluice-audit-tool.docx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.lancashire.gov.uk%2Fmedia%2F945532%2Fsluice-audit-tool.docx&wdOrigin=BROWSELINK)

Other documents available in our IPC cleaning schedules are.

(1) IPC Touchpoint cleaning.

(2) IPC Cleaning Schedule.

(3) IPC Resident room cleaning checklist.