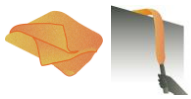
CCAP Custodial Training System

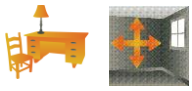
Workflow Chart

Resident Room Cleaning – LTC Independent Living

Empty trash containers / spray interior / spot clean exterior / reline



Dust using dusting cloth / extension duster / work high to low

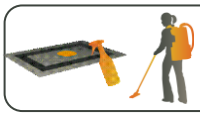


Spot clean chairs / tables / vertical and horizontal surfaces

Spot clean glass

Clean kitchen counter tops, table, chairs, kitchen sink and fixtures, stove and microwave. Mop kitchen floor and post wet floor signs.

Dust and clean dresser and nightstand and make bed per facility protocol.



Spot clean and vacuum carpet

Check and refill dispensers / disinfect dispensers

Disinfect sink, sink fixtures and clean mirror

Disinfect tub and shower

IMPORTANT! Disinfect ALL high touch areas with GREEN microfiber cloth – bathroom inner door knob/plate, bathroom light switch, sink, hand rails by toilet, toilet flush handle, toilet seat, toilet bed pan cleaner.

Damp mop bathroom floor. Mop from the farthest corner to the door.

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