



Transmission Risk Level

Average Time (min)

# LAB COAT AND CHANGING ROOM Cleaning

## DAILY – COVID-19

### 1. Preparation

Gather all **REQUIRED PRODUCTS** for cleaning and disinfecting

WASH or SANITIZE hands

Apply **GLOVES**

Keep 2m from others while working

**Shared and frequently touched items including surfaces labelled with (M) MUST be monitored and cleaned MORE than once per day**

### 2. Remove Clutter and Garbage

Remove all **CLUTTER** before cleaning. Pick up any debris on the floor

Collect waste in a safe manner

### 3. Spot Clean Any Gross Soils and High Dust

Heavily soiled areas (or spills) require cleaning prior to regular cleaning and disinfecting

High dust with damp clean cloth (as required)

### 4. Proper System for Cleaning/Disinfecting

Using a cloth and disinfectant or disinfectant wipe

Room door touch points

Light switch (or other wall-mounted items)

Phone

Wall mounted hooks and racks for lab coats and other coats

Shelving for supplies, cupboards

Lab coat laundry bin located outside the changing room if applicable

Soap, sanitizer and paper towel dispensers

Using a cloth and electronic display safe disinfectant

Punch clock if applicable

Spot or fully clean glass (as required)

Low dust with damp clean cloth (as required)

Collect soiled cloths in an appropriate manner

### 5. Change Supplies

Remove gloves

WASH or SANITIZE hands

Refill all **HAND SOAP** and **HAND SANITIZER** systems

Refill dispensers for hairnets, beard covers, safety glasses, masks, ear plugs, gloves and sleeves

### 6. Floor Cleaning

Mop floor (as required)

Start at the furthest point in the room and work towards the door

Place wet floor sign (as required)

### 7. Completion


Remove wet floor sign when floor is dry

Reposition furniture if required


Report any stains or heavy soiling issues

### Special Notes

1. Always clean/disinfect **LOW TOUCH** (least soiled) areas to **HIGH TOUCH** (most soiled) areas.
2. Always clean/disinfect from the **HIGHEST** surface to the **LOWEST** surface.
3. When in doubt, ask your supervisor.

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### Help Reduce Transmissions

1. Properly wash hands
2. Use proper product and dilution rates
3. Change hand cloths as required
4. Wear appropriate PPE
5. Ensure disinfectant is compatible with electronics before use
6. Clean touch points more than once per day

### Extra Precautions

1. Always place the items back in original position
2. Keep your warning signs in place until floor is completely dry if cleaning during active hours

## HIGH TOUCH Areas



- Vending machines
- Punch clock
- Phone
- Light switch
- Door knob
- Seating

### When to WEAR Gloves

1. When cleaning room
2. Handling waste

### When NOT TO WEAR Gloves

1. Moving clean furniture
2. Stocking room
3. In the hallway