Medical practice cleaning: what we clean

Go through the practice with us after hours and tick each room you want on every visit.

Practice _____ **Suite** _____

Walked by _____ **Date** _____

Reception and waiting room

- ☐ Reception counter and sign-in counter
- ☐ Interior glass at reception
- ☐ Chair arms and visitor seating
- ☐ Waiting-room floor
- ☐ Public restroom fixtures, paper and soap

Exam and procedure rooms

- ☐ Room order and products set by your protocol
- ☐ Exam tables, counters and door handles
- ☐ EPA-registered disinfectant left for its label dwell time
- ☐ Terminal cleaning of a procedure room when booked

Offices and billing

- ☐ Private and administrative offices
- ☐ Desks and meeting tables cleaned around records
- ☐ Charts, files and screens left unread and in place
- ☐ Billing office surfaces
- ☐ Waste collected
- ☐ Office floors cleaned

Staff areas and restrooms

- ☐ Breakroom counters and sinks
- ☐ Staff restroom fixtures
- ☐ Paper and soap restocked each visit
- ☐ Staff restroom and breakroom on their own list

Shared building areas

- ☐ Shared corridors on their own task list
- ☐ Common restrooms
- ☐ Lobby and corridors through a commercial plan, if added

Floors and scheduling

- ☐ Visit after the last appointment or before staff arrive
- ☐ Early-morning visit for practices with evening appointments
- ☐ Waiting-room carpet spot treatment or extraction
- ☐ Green cleaning option, if you prefer it

Notes