Treatment facility cleaning: what we clean

Walk both wings with your program director and tick each room type for the task list.

Facility _____ **Address** _____

Walked by _____ **Date** _____

Resident rooms

- ☐ Cleaned with the door open, belongings left in place
- ☐ Reachable ledges dusted
- ☐ Headboards, desks and window sills wiped
- ☐ Mirrors polished and bins emptied
- ☐ Floor vacuumed or mopped around bed frames
- ☐ Terminal cleaning between stays, when booked

Group rooms and counseling offices

- ☐ Chairs back to the layout staff prefer
- ☐ Tables, chair arms and marker trays wiped
- ☐ Carpet vacuumed and fresh stains spot-treated
- ☐ Desks holding notes or folders left untouched
- ☐ Door handles, side tables and waste baskets
- ☐ Lounges, game rooms and quiet rooms dusted and vacuumed

Dining and kitchenettes

- ☐ Tables and chairs wiped after the last meal
- ☐ Counters, sink, microwave doors and fridge handles
- ☐ Floors swept and mopped

Bathrooms and showers

- ☐ Wall tile to floor drain scrubbed
- ☐ Fixtures descaled
- ☐ Drains cleared of hair
- ☐ Dispensers refilled from your stock or ours
- ☐ Handrails, keypads, switches and push plates disinfected

Lobby and offices

- ☐ Lobby glass, seating and reception counter
- ☐ Visitor restroom and family meeting room
- ☐ Entry mats vacuumed
- ☐ Admissions and business offices

On-site conduct

- ☐ Resident wing cleaned during program blocks
- ☐ Facility ID worn and front-desk check-in
- ☐ Rooms with a session running left alone
- ☐ Charts, intake binders and screens never handled
- ☐ Supervisor walk on a set rotation

Notes