

# Assessment Tool – Environmental Services Process

ELEMENT	COMPLIANCE			COMMENTS
	YES	NO	N/A	
<b>CLEANING AND DISINFECTANT PRODUCTS</b>				
Cleaning and Disinfectant Products are clearly labelled and identified				
Cleaning and disinfectant products are diluted in accordance to label instructions				
Cleaning and disinfectant products are used in accordance to label instructions				
EVS staff know the shelf life of concentrated products once diluted				
EVS staff know the correct contact time for the disinfectant products used				
<b>DAILY PREPARATION TASKS</b>				
Supplies are gathered, including an adequate supply of clean cloths				
Patient Room is checked for presence of Isolation Sign(s)				
Nursing staff are consulted as needed with respect to Isolation Room requirements				
Hand hygiene is performed with soap and water or alcohol-based hand rub (ABHR)				
Appropriate personal protective equipment (PPE) is donned before entering room				
<b>ROUTINE DAILY PATIENT/RESIDENT ROOM CLEANING AND DISINFECTION</b>				
Soiled linen is placed in a laundry hamper				
Spills are wiped up according to established protocols				
Waste is removed according to established protocols				
Cleaning progresses from top to bottom, from clean to soiled and inwards from the walls				
Cloths are changed frequently, at minimum for each new area / surface being cleaned and disinfected				
Cloths are folded to use clean section on each area / surface being cleaned and disinfected				
Window curtains/treatments are inspected and, if visibly soiled, cleaned or changed				



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<b>ROUTINE DAILY PATIENT/RESIDENT ROOM CLEANING AND DISINFECTION</b>				
Privacy curtains are checked for visible soiling and removed and replaced if required				
Walls are checked for visible soiling and cleaned if required				
Glass partitions, glass door panels, mirrors and windows are cleaned				
The hand washing sink if present (including faucets, basin, drain pipe, grout, back splash, counter) is cleaned and disinfected				
1. Door Frame				
2. Soap Dispenser				
3. ABHR Dispenser				
4. Glove Box Holder				
5. Intercom				
All furnishings and horizontal surfaces are cleaned				
1. Window Sill / Ledge				
2. Shelves				
3. Chairs				
4. Television				
5. Telephone				
6. Bedside Table				
All furnishings and surfaces are cleaned in the patient's bed space				
1. Call Button				
2. Bed Headboard, Footboard				
3. Bed Side Rails				
4. Over Bed Table				
All Patient Care Equipment surfaces are cleaned				
1. Blood Pressure Cuff				
2. IV Pole				
3. IV pump control				
4. Multi-module monitor controls				
5. Multi-module monitor touch screen				
6. Multi-module monitor cables				
7. Ventilator control panel				
8. Walker				
9. Wheelchair				



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<b>ROUTINE DAILY PATIENT / RESIDENT ROOM CLEANING AND DISINFECTION</b>				
If visibly soiled, waste container is damp wiped inside and outside				
If present, the commode chair is cleaned and disinfected with a fresh cloth				
If there is visible debris on the floor, dry mopping is done with a treated mop pad and appropriate technique to minimize dust dispersal				
Floor is wet mopped and the mop pad/mop head is changed as required				
Mop pad/mop head is changed after cleaning up a spill of blood/body fluid (e.g., urine)				
Bathroom is cleaned last moving from cleanest to dirtiest zones using clean cloth for each area / surface to be cleaned and disinfected				
1. Door Handle and Frame				
2. Mirror				
3. Light Switch				
4. Soap and ABHR Dispensers				
5. Wall mounted dispensing machines				
6. Call Bell and cord				
7. Support Railings				
8. Ledges and Shelves				
9. Shower, including faucet, showerhead, soap dish, grout				
10. Faucet and Sink				
11. Toilet including seat, flush handle				
Disposable toilet brushes are used or toilet brush is dedicated to patient room				
<b>AFTER CLEANING AND DISINFECTION</b>				
Reusable cleaning cloths, including microfibre products and mop heads, are laundered				
PPE is removed and hand hygiene is performed				
Soap and ABHR are re-stocked as needed and are not topped-up				
Sharps container is changed when contents reach the fill line				
Waste container is lined with a clean liner				
Soiled linen bag is removed and replaced				
<b>SCHEDULED CLEANING</b>				
Everything above shoulder level is high dusted, including vents, at least weekly				
Window curtains/coverings are cleaned when soiled and at least annually				
Window blinds are dusted at least monthly				
Baseboards and corners are cleaned at least weekly				



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COMPLIANCE SCORE			
Total Number of “Yes”			
Total Number of “No”			
Total Number of “Yes” and “No”, exclude “N/A”			
			<b>COMPLIANCE SCORE</b>

**COMMENTS:**

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