**Cleaning Responsibilities Framework**

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|  | | **Recommended** | **Recommended** | **Recommended** | **Organisation Agreed** | **Organisation Agreed** | **Organisation Agreed** |
|  | **Element** | **After patient use or Visibly Soiled** | **Daily Clean Responsibility** | **Periodic Clean Responsibility** | **After patient use or if Visibly Soiled** | **Daily Clean Responsibility** | **Periodic Clean Responsibility** |
| 1 | Other sluice equipment including sluice sink and equipment holders. | Clinical team | Clinical team | Clinical team |  |  |  |
| 2 | Weighing scales including neonatal, seated and standing scales | Clinical team | Clinical team | Clinical team |  |  |  |
| **3** | Medical equipment e.g. intravenous infusion pumps, drip stands and pulse oximeters, medical gas bottles and stands, walking aids. Refer to local protocol for medical equipment connected to and not connected to a patient. | Clinical team | Clinical team | Clinical team |  |  |  |
| **4** | Wheelchairs (organisation owned). Refer to local protocol | Clinical team | Clinical team | Clinical team |  |  |  |
| **5** | All chairs and couches (soft furniture) | Clinical team | Clinical team/Cleaning Team/Admin Team | Clinical team/Cleaning Team |  |  |  |
| **6** | Patient Couch-frame, wheels , casters, head, foot, control panels | Cleaning Team/Clinical Team | Clinical Team/ Cleaning Team | Clinical team |  |  |  |
| **7** | Patient toys (premises owned) | I think we should remove all toys, should no longer be on premises as need risk assessment for cleaning | Clinical Team | Clinical Team |  |  |  |
| **8** | Switches, sockets and data points, trunking hand rails and wall fixtures | N/A | Cleaning team | Cleaning Team |  |  |  |
| **9** | Walls accessible up to 2m | N/A | Cleaning Team | Cleaning Team |  |  |  |
| **10** | Ceilings and Walls- not accessible above 2m and ceiling lights | N/A | Cleaning team | Cleaning Team |  |  |  |
| **11** | Floor-hard including skirting | N/A | Cleaning Team | Cleaning Team |  |  |  |
| **12** | Floor –soft including skirting | N/A | Cleaning team | Cleaning Team |  |  |  |
| **13** | All doors | N/A | Cleaning Team | Cleaning team |  |  |  |
| **14** | All windows including frames where accessible | N/A | Cleaning Team/Window Cleaner | Cleaning Team/Window Cleaner |  |  |  |
| **15** | All internal glazing including partitions | N/A | Cleaning Team | Cleaning team |  |  |  |
| **16** | Mirrors | N/A | Cleaning team | Cleaning Team |  |  |  |
| **17** | Dispenser Cleaning-hand wash, sanitisers, paper towel holders, toilet roll holders, all alcohol dispensers and hand dryers, including glove and apron dispensers. Replenish as required | N/A | Cleaning Team | N/A |  |  |  |
| **18** | All elements of shower | N/A | Cleaning Team | Cleaning Team |  |  |  |
| **19** | Toilets and toilet brushes | Clinical Team | Cleaning Team | N/A |  |  |  |
| **20** | Sinks and Taps | N/A | Cleaning Team | N/A |  |  |  |
| **21** | Radiators including cover | N/A | Cleaning Team | Cleaning Team |  |  |  |
| **22** | Low surfaces – low level pipes and low level trunking | N/A | Cleaning Team | Cleaning Team |  |  |  |
| **23** | Middle surfaces – window sills, non-patient furniture, tables, desks, shelves and ledges, work surfaces and cupboard exteriors. This does not include items covered in this list i.e. switches and sockets | N/A | Cleaning Team | Cleaning Team |  |  |  |
| **24** | High Surfaces – curtain rails, staff locker tops and high surface areas around patient couch areas | N/A | Cleaning team | Cleaning team |  |  |  |
| **25** | Dining Tables | All staff | Cleaning Team/Admin and Clinical Staff | Cleaning Team |  |  |  |
| **26** | All waste receptacles (does not include Euro /wheelie bin). | Clinical staff/Cleaning Team | Clinical Staff/ Cleaning Team | Clinical Staff/Cleaning team |  |  |  |
| **27** | Replenishment of consumables | N/A | Cleaning Team/Clinical Staff | Cleaning Team/Clinical Staff |  |  |  |
| **28** | Ventilation Grills extracts and inlets | N/A | Cleaning team/Contractor | Cleaning Team |  |  |  |
| **29** | Lighting including overhead, bedside, wall mounted examination lights both fixed and portable | Clinical Team/Cleaning Team | Clinical Team/ Cleaning Team | Cleaning Team |  |  |  |
| **30** | Electric use items in multi-use areas-specifically computers and phones , computer casing only | Clinical and Admin Team | Clinical and Admin Team, Cleaning Team | Clinical and Admin Team, Cleaning Team |  |  |  |
| **31** | Curtains and Blinds | Cleaning Team/Clinical team | Cleaning and Clinical team | Cleaning and Clinical team |  |  |  |
| **32** | Dishwasher descale as per protocol | N/A | Cleaning and Admin | Cleaning and Admin |  |  |  |
| **33** | Fridges and freezers staff areas | N/A | Cleaning team, Admin team, | Cleaning team |  |  |  |
| **34** | Fridges clinical | N/A | Clinical team and Cleaning team | Clinical team and Cleaning team |  |  |  |
| **35** | Hot water Boilers Follow local protocol for descaling | N/A | Cleaning Team/Admin team | Cleaning team |  |  |  |
| **36** | Kitchen Cupboards | N/A | Cleaning team, Admin team | Cleaning team |  |  |  |
| **37** | Microwaves | N/A | Everyone who uses it/Cleaning team | Cleaning team |  |  |  |
| **38** | All cleaning equipment | N/A | Cleaning Team | N/A |  |  |  |