

# Our Commitment to Cleanliness

# Cleaning Summary

Keeping the General Practice facilities clean and preventing the spread of infection is everybody's responsibility from the Practice Manager to the healthcare cleaner. It is important for patients, visitors, the public and staff.

Cleanliness matters, and to ensure consistency throughout the NHS, and to support hospitals and healthcare services, this commitment has been adopted in every organization, including this Practice.

This Charter sets out our commitment to ensure a consistently high standard of cleanliness is delivered across our facilities. It also sets out how we would like you to help us maintain high standards.

### WE WILL:

- Treat patients in a clean, safe and pleasant environment
- Provide a well maintained, clean and safe environment, using the most appropriate and up to date cleaning methods and frequencies
- Aim to clean the building when patient appointments have finished for the day
- Maintain fixtures and fittings to an acceptable condition to enable effective and safe cleaning to take place regularly
- Allocate specific roles and responsibilities for cleaning, linked to infection prevention and control
- Constantly review cleanliness and rectify issues with the cleaning provider or team
- Take account of your views about the quality and standards of cleanliness by involving patients and visitors in reporting and monitoring how well we are doing
- Provide the public with clear information on any measures which they can take, to raise awareness and educate the public in the prevention and control of healthcare associated infections
- Provide structured and pro-active education and training to ensure all our staff are competent in delivering infection prevention and control practices within the remit of their role
- Provide entrance matting to remove soil from shoes and reduce the dirt from entering the building especially in winter months
- Design any new facilities with ease of cleaning in mind

### WE ASK PATIENTS, VISITORS AND THE PUBLIC TO:

- Follow good hygiene practices which are displayed in and around the Practice
- Tell us if you require any further information about cleanliness or prevention of infection
- Work with us to monitor and improve standards of cleanliness and prevention of infection
- Do not smoke or drop debris around the entrance doors to reduce likelihood of soil entering the building
- Inform us if you or a member of your family spill drinks or where vomiting occurs to enable us to contain the spill and rectify the situation as promptly as possible for the comfort of the patient, visitors and staff
- Inform us if you see any breaches in the standards of hygiene

If you wish to comment about the cleanliness of this facility, contact the named person on the email below:

Name: Sister Amy Marriott  
Email: amy.marriott2@nhs.net

CONTAMINATION OR ISOLATION CLEANING

When cleaning and disinfecting an area following contamination or isolation, to reduce the risk of transmission of infection, materials and equipment used should be the correct colour for that area, as per National Cleaning Colour Coding Scheme, and all cleaning cloths and mop heads be disposed after use

Name / Signature

A. Marriott

Infection Control Lead

Lead Sister Amy Marriott

# Howdale Group Practice



Category: FR5

Staff communal areas (kitchens and staff rooms)

CLEANING TASK	CLEANING FREQUENCY	RESPONSIBILITY
Chairs	1 x full clean monthly	Healthcare Cleaner
Microwave, fridge, cold-water machine and dishwasher	1 x full clean monthly	Healthcare Cleaner
Switches, pulls, sockets, data points, trunking handrails, wall fixtures	1 x check clean weekly, 1 x full clean monthly	Healthcare Cleaner
Doors	1 x full clean monthly	Healthcare Cleaner
Windows	1 x full clean 6 monthly	External contractor
Internal glazing	1 x check clean bi-monthly	Healthcare Cleaner
Radiators, including cover	1 x full clean monthly	Healthcare Cleaner
Curtains and blinds	Change/clean whenever visibly soiled and 2 yearly minimum	Healthcare Cleaner
Low, middle and high surfaces	1 x full clean monthly	Healthcare Cleaner
Electrical items in multi-use areas	Regular check clean. 1 x full touch points clean fortnightly	Healthcare Cleaner
	1 x full clean monthly	Healthcare Cleaner
Ventilation grilles, extracts and inlets	1 x full clean every 6 months	Healthcare Cleaner
Walls (accessible up to 2m)	1 x check clean 6 monthly 1 x full clean annually	Healthcare Cleaner
Noticeboards and posters	1 x full clean monthly	Healthcare Cleaner
Sinks and taps	1 x full clean daily	Healthcare Cleaner
Mirrors	1 x full clean daily in sanitary areas, 1 x weekly clean in other areas	Healthcare Cleaner
Dispenser cleaning	1 x full clean daily external (internal clean minimum of weekly)	Healthcare Cleaner
Replenishment of consumables	1 x check and replenish daily	Reception or Admin Team and Healthcare Cleaner
Waste receptacles	1 x check clean daily 1 x full clean monthly	Healthcare Cleaner
Floors hard	1 x full clean daily	Healthcare Cleaner
Floors soft	1 x full clean daily	Healthcare Cleaner

National Cleaning Colour Coding Scheme

All cleaning items, including cloths, mops, buckets, aprons and gloves should be colour coded as follows:

Red

Sanitary areas, including sinks in sanitary areas

Blue

General areas, e.g. waiting rooms and consulting rooms (including sinks in general areas)

Green

Kitchens

Yellow

Isolation/Treatment and minor operation rooms