Recovery home and treatment program cleaning: what we clean

Walk each room with your program director and check it off once its tasks are set.

Program _____ **Address** _____

Walked by _____ **Date** _____

Resident rooms

- ☐ Cleaned while residents are at group, meals or outings
- ☐ Surfaces dusted around belongings
- ☐ Door handles, switches and mirrors wiped
- ☐ Wastebaskets emptied
- ☐ Floors cleaned
- ☐ Personal items left exactly where they were found

Shared bathrooms and showers

- ☐ Shower walls, floors and benches scrubbed
- ☐ Drains cleared
- ☐ Toilets and sinks cleaned
- ☐ Grab bars, faucets and flush handles wiped
- ☐ Soap, towels and tissue topped up from our stock or the program's
- ☐ Floors dried before residents return

Group, counseling and family rooms

- ☐ Group and therapy rooms reset after the day's sessions
- ☐ Chairs and tables wiped, upholstery vacuumed
- ☐ Whiteboards cleaned
- ☐ Family room readied before visiting hours
- ☐ Counselor offices dusted, emptied and vacuumed in the evening

Dining room and kitchenette

- ☐ Tables cleaned on top and underneath
- ☐ Counters and sinks handled as a food area
- ☐ Appliance handles wiped
- ☐ Floors mopped under every chair
- ☐ Full-kitchen floor, drain and walk-in work through shared kitchen cleaning, if added

Your protocol

- ☐ Products named in your protocol
- ☐ Surfaces your program lists for disinfecting
- ☐ Room order your program sets
- ☐ EPA-registered disinfectants left for the label dwell time
- ☐ Terminal clean booked when a resident completes the program
- ☐ Files, logs and sign-in sheets left untouched

House schedule

- ☐ Bedrooms during morning programming
- ☐ Group rooms after the last session
- ☐ Lobby and visitor restroom before family hours
- ☐ Outpatient offices once clients have gone home
- ☐ Weekend visits for houses that run every day
- ☐ House manager told when crews arrive and leave

Notes