

Games Room

Code: ANCMF-AU-ACF-GR-01 • Facility: Aged Care Facility • Frequency: daily

Scope of Work

- Dust all surfaces including tables, chairs, shelves, and game equipment.
- Vacuum carpeted areas and spot clean stains as needed.
- Mop hard floors with a disinfectant solution.
- Wipe down all high-touch surfaces such as door handles, light switches, and remote controls with a sanitiser.
- Empty rubbish bins and replace liners.
- Clean windows and mirrors to remove smudges and fingerprints.
- Ensure all cleaning activities comply with infection control protocols.

Method

1. Begin by dusting all surfaces using a microfiber cloth to capture dust and allergens.
2. Vacuum the carpet thoroughly, paying special attention to corners and under furniture.
3. Spot clean any visible stains on the carpet using an appropriate carpet cleaner.
4. Mop hard floors using a mop and bucket with a disinfectant solution, ensuring no excess water is left on the floor.
5. Wipe down high-touch surfaces with a sanitiser, ensuring complete coverage.
6. Empty rubbish bins, replace liners, and dispose of waste according to facility protocols.
7. Clean windows and mirrors using a glass cleaner and a lint-free cloth.
8. Conduct a final inspection to ensure all tasks are completed to standard.

Equipment

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| • Microfiber cloths | • Disinfectant solution | • Lint-free cloth |
| • Vacuum cleaner with HEPA filter | • Sanitiser spray | • Rubbish bin liners |
| • Mop and bucket | • Glass cleaner | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free of dust and smudges; floors are spotless and dry; no visible stains on carpets; windows and mirrors are streak-free; bins are empty and clean; high-touch surfaces are sanitised with no residue.
Good	Minor dust on less accessible surfaces; floors are clean with minimal streaks; carpets have no major stains; windows and mirrors have minor streaks; bins are empty; high-touch surfaces are mostly sanitised.
Pass	Noticeable dust on surfaces; floors have visible streaks; carpets have some stains; windows and mirrors have visible streaks; bins are not overflowing; high-touch surfaces are partially sanitised.
Fail	Significant dust accumulation; floors are dirty or wet; carpets have large or multiple stains; windows and mirrors are dirty; bins are overflowing; high-touch surfaces are not sanitised.