

EQUIPMENT CLEANING

Tools & Materials Needed:

- A. Hand brush
- B. Small hand vacuum
- C. Clean cloths
- D. Bucket
- E. Stiff bristle hand brush
- F. Vacuum filters
- G. Hose
- H. Distilled water
- I. Measuring cup
- J. Trash receptacle
- K. Putty Knife
- L. Rubber gloves and goggles

Products:

- 1. Cleaner disinfectant
- 2. Lubricant

Procedures:

1. Purpose of Equipment Cleaning

- A. Clean, well maintained equipment works better and lasts longer.
- B. When equipment is put away cleaned and prepared for the next use, the work shift starts more smoothly.
- C. The employee appreciates working with reliable, clean equipment in good working order.
- D. Proper disinfection reduces the risk of spreading nosocomial infections.

2. Single Disk Buffing Machine Cleaning Procedures

A. Put on your rubber gloves and goggles. Fill bucket with water and carefully dilute cleaner disinfectant using measuring cup.

B. Make sure the power cord on the buffer is disconnected from the outlet.

C. Remove the polishing brush from the buffer.

1. Clean all rubbish from the brush with the hand brush or small vacuum.

D. Damp wipe all surfaces of the buffer using the diluted disinfectant and a clean cloth. Rinse and wring out cloth, then wipe buffer dry.

E. Clean pad drive or brush housing of buffing machine with a stiff bristled hand brush. Wipe clean and dry with a clean cloth soaked in the disinfectant solution.

F. Wipe the power cord with a clean, damp cloth. Wrap cord around handle.

3. Wet/Dry Vacuum Cleaning Procedure

A. Put on your rubber gloves. Fill bucket with water and carefully dilute cleaner disinfectant using measuring cup.

B. Make sure the power cord on the wet/dry vacuum is disconnected from the outlet.

C. Drain all water out of the vacuum's tank.

D. Wash the inside and outside of the vacuum with cleaner disinfectant and a clean cloth. Rinse cloth, wring out and wipe all surfaces dry.

E. Clean attached water hose by damp wiping with cleaner disinfectant solution and a clean cloth.

F. Run disinfectant solution through the water hose to clean inside of the hose.

G. Clean all casters with the damp cloth. Lubricate the wheels with oil or lubricating spray.

H. Replace the filter, if necessary. Use a hand vacuum to vacuum dust out of the filter if it only needs to be cleaned.

I. Store all brushes, tools and attachments in the designated storage area so they are ready for the next assignment.

J. Wipe the lid inside and out to clean and disinfect it.

K. Damp wipe outside of all wands, then wipe dry. Run disinfectant solution through the wands to clean the inside surfaces.

L. Wipe power cord clean and wrap around machine for storage.

4. Auto Scrubber Cleaning Procedures

- A. Put on your rubber gloves. Fill bucket with water and carefully dilute cleaner disinfectant using measuring cup.
- B. Wash the outside of the auto scrubber and under all brush covers using the cleaner disinfectant and a clean cloth.
- C. Remove the brushes and place in the slop sink. Wash the brushes with the hose to remove any build-up of floor finish or dirt. Hang up in storage area to dry.
- D. Wipe all caster clean. Lubricate the wheels with oil or lubricating spray.
- E. Wipe off the squeegee with the cleaner disinfectant and a clean cloth. Make sure the squeegee still makes even contact with the floor.
- F. Check water level of batteries. If you must add water, use only distilled water and put in just enough water to cover plates.
- G. When machine is not in use, leave hood open to dry out the tanks.
- H. Recharge the auto scrubber according to the manufacturer's directions.
5. Upright Vacuum Cleaner Cleaning Procedures
- A. Put on your rubber gloves. Fill bucket with water and carefully dilute cleaner disinfectant using measuring cup.
- B. Make sure the power cord on the vacuum is disconnected from the outlet.
- C. Remove all rubbish from the vacuum's pick up bag.
- D. Clean and disinfect the outside, paying particular attention to the horizontal surfaces.
- E. Use a damp cloth to clean the power cord.
- F. Check revolving brushes for build up of lint, strings or other foreign material. Remove with the small vacuum.
- G. Disinfect the underside of the vacuum with a damp cloth soaked in the disinfectant solution.
- H. Return to storage room. Report any needed repairs to your supervisor.
6. Rubbish Cart Cleaning Procedures
- A. Put on your rubber gloves. Fill bucket with water and carefully dilute cleaner disinfectant using measuring cup.
- B. Wipe the inside and outside with a cloth soaked in the disinfectant solution. Use the putty knife to remove dirt and grease from the corners.
- C. Wipe the entire cart dry. This will eliminate spotting and, if metal, reduce rusting.
- D. Wipe wheels clean and remove any mop strings or other foreign materials. Lubricate the wheels with oil or lubricating spray.
- E. Report all defective or missing parts to your supervisor.