Rehab and treatment facility cleaning: what we clean

Walk the program with your lead staff member and mark each room the plan should cover.

Program _____ **Address** _____

Toured by _____ **Date** _____

Resident rooms

- [ ] Crew knocks and waits for staff to clear the visit
- [ ] Belongings, drawers and nightstands left as found
- [ ] Beds left the way residents made them
- [ ] Dressers, sills, closet doors and light switches wiped
- [ ] Floor vacuumed or damp-mopped edge to edge
- [ ] Vacant room reset from ceiling vents to baseboards when booked

Group rooms and counselor offices

- [ ] Seating returned to the facility's setup
- [ ] Tabletops and armrests wiped
- [ ] Whiteboards cleared only once staff say so
- [ ] Rugs and upholstered chairs spot-treated as stains appear
- [ ] Office handles, chairs, reachable shelves and waste baskets
- [ ] Desktops with papers left alone

Dining rooms and kitchenettes

- [ ] Tables, chairs and serving counters wiped after dinner
- [ ] Appliance fronts and cabinet pulls cleaned
- [ ] Sink scoured, floors swept and mopped

Restrooms and showers

- [ ] Tile, glass and fixtures scrubbed
- [ ] Soap scum and mineral film removed, drains cleared
- [ ] Grab bars, flush levers, faucet handles and door plates disinfected
- [ ] Supplies restocked from our stock or the house supply

Offices, lobby and visiting areas

- [ ] Intake and business offices, staff rooms
- [ ] Visitor seating, front glass and reception counter
- [ ] Guest restroom
- [ ] Charts, intake papers, sign-in logs and screens left untouched

Hallways and scheduled floor work

- [ ] Corridors vacuumed and damp-mopped each visit
- [ ] Entry mats pulled and shaken
- [ ] Scuffs on walls and door frames spot-cleaned
- [ ] Carpeted halls and lounges extracted on your calendar
- [ ] Dining and corridor vinyl stripped and refinished in sections

Notes