

COVID-19 Best Practice Station Cleaning Checklist

Conduct twice per shift at 0800 and 1900 wearing appropriate PPE (gloves, eye protection).

Handles including: Interior/Exterior of all doors Handrails Common use windows Light switches and bay door controls Image: Common use windows Office Spaces: Phone buttons and receiver Desk Keyboard and mouse Keyboard and mouse Common areas including: TV room Chairs Remote controllers Kitchen and dining area: Chairs Fridge Oven Microwave Drawer handles Coffee pots Bathrooms Faucets Toilet levers Station bedding (pillows, blankets, covers, mattress pads, etc.) Side tables Lamp switches	Cleaning Checklist Instructions	0800	1900
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Lamp switches			
Laundry machines and extractors	Laundry machines and extractors		