

SOP: Cleaning and Disinfection of Patient Rooms

This SOP details the **cleaning and disinfection of patient rooms**, covering the step-by-step procedures to ensure a hygienic and safe environment. It includes guidelines for selecting appropriate cleaning agents, proper use of disinfectants, cleaning techniques for different surfaces, handling of medical waste, personal protective equipment requirements, and protocols to prevent cross-contamination. The objective is to maintain a clean patient care area to reduce the risk of healthcare-associated infections and ensure patient and staff safety.

1. Purpose

To outline standardized procedures for effective cleaning and disinfection of patient rooms, promoting a safe and hygienic healthcare environment.

2. Scope

This SOP applies to all housekeeping and environmental services staff responsible for cleaning patient care areas within the facility.

3. Responsibilities

- Environmental Services staff: Follow cleaning and disinfection procedures as specified.
- Nursing Staff: Ensure rooms are prepared for cleaning (patient transferred or made aware; personal items removed as needed).
- Supervisors: Monitor compliance and provide staff training.

4. Materials and Equipment

- Approved cleaning agents and hospital-grade disinfectants
- Personal Protective Equipment (PPE): gloves, mask, gown, eye protection (as required)
- Microfiber cloths/mops (color-coded if possible)
- Buckets and mop handles
- Waste collection bags and containers (biohazard and general)
- Disposable towels or wipes
- Signage: "Wet Floor" signs

5. Procedure

1. Preparation

- Perform hand hygiene and don required PPE.
- Gather all necessary cleaning supplies and equipment.
- Ensure patient privacy and safety; inform patient and staff of cleaning activity.

2. Initial Waste Removal

- Carefully remove all general and medical waste. Dispose of appropriately as per facility regulations.
- Replace waste liners and disinfect waste bins.

3. Cleaning High-Touch Surfaces

- Clean and disinfect high-touch surfaces (bed rails, bedside tables, doorknobs, light switches, remote controls, call buttons, etc.) using hospital-approved disinfectant.
- Allow surfaces to remain wet for the recommended contact time.

4. Cleaning Other Surfaces

- Clean and disinfect remaining room surfaces, including furniture, windowsills, walls as needed.
- Pay special attention to restroom areas and frequently handled fixtures.
- Mop floors starting from the farthest corner and move toward the exit.

5. Handling Linen

- Remove bed linen with minimal agitation and place in designated linen bags.
- Do not shake or hug soiled linen.
- Replace with fresh linens after surface cleaning is complete.

6. Final Steps

- Dispose of used disposable materials and PPE correctly.
- Perform hand hygiene after PPE removal.

- Complete cleaning documentation checklist.

7. Room Readiness

- Remove "Wet Floor" signs and inform nursing staff when room is ready for use.

6. Selection and Use of Cleaning/Disinfection Agents

Area/Item	Recommended Agent	Contact Time
General Surfaces	Hospital-grade disinfectant	As per manufacturer (usually 1-5 min)
Restroom Fixtures	Disinfectant with sporicidal effect (if required)	As per manufacturer
Medical Equipment	Compatible disinfectant wipes or spray	As per manufacturer

7. Personal Protective Equipment (PPE)

- Gloves: Required for all cleaning activities.
- Eye protection and mask: Required if risk of splash or cleaning in isolation rooms.
- Gown: Required for cleaning isolation or highly contaminated rooms.

8. Prevention of Cross-Contamination

- Use color-coded cloths/mop heads for different areas (e.g., restroom vs patient zone).
- Never use cleaning supplies (cloths, mop heads) for more than one room without laundering/replacement.
- Change gloves between rooms and whenever visibly soiled.
- Perform hand hygiene before and after glove use.

9. Medical Waste Handling

- All medical waste must be segregated, labeled, and disposed of in accordance with local policies.
- Sharps disposal must follow regulatory protocols.
- Full waste bags must be promptly sealed and transported for disposal.

10. Documentation and Quality Assurance

- Complete cleaning log/checklist after each room cleaning.
- Report any barriers to effective cleaning or potential infection risks to supervisors immediately.
- Supervisors to perform periodic audits and provide feedback.

Note: This SOP is to be reviewed annually or as needed, based on updated infection control guidance or product changes.