

# Cleaning log

## Cleaning and decontamination of equipment/work surfaces

**Procedure:**

1. All work surfaces and equipment must be cleaned with an approved disinfectant or a 10% bleach solution (10% bleach solution is changed/reconstituted every 24 hours and has a contact/kill time of least five minutes).
2. Clean work surfaces and/or equipment daily and before and after each patient use.

**Directions:**

Staff cleaning work surfaces and equipment shall initial the appropriate box (month and day). Staff shall initial and sign the bottom of this form for proper identification.

**Location/area cleaned:** \_\_\_\_\_ **Year:** \_\_\_\_\_

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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**Staff signature/initials:**

Print staff name: \_\_\_\_\_ Staff signature: \_\_\_\_\_ Initials: \_\_\_\_\_

Print staff name: \_\_\_\_\_ Staff signature: \_\_\_\_\_ Initials: \_\_\_\_\_

Print staff name: \_\_\_\_\_ Staff signature: \_\_\_\_\_ Initials: \_\_\_\_\_

Print staff name: \_\_\_\_\_ Staff signature: \_\_\_\_\_ Initials: \_\_\_\_\_

Print staff name: \_\_\_\_\_ Staff signature: \_\_\_\_\_ Initials: \_\_\_\_\_