

Senior living shared spaces: what we clean

Tour the shared and staff areas with your facilities lead and tick each space.

Community _____ Address _____
Walked by _____ Date _____

Front entrance and lobby

- ☐ Main entry door glass cleaned
- ☐ Push plates and handles wiped
- ☐ Entry matting vacuumed
- ☐ Reception counter and visitor sign-in station wiped
- ☐ Lobby seating wiped and upholstered chairs vacuumed
- ☐ Side tables, lamps and frames dusted on rotation

Lounges, library and TV rooms

- ☐ Tidied with residents' puzzles and magazines left in place
- ☐ Handrails, elevator buttons, switches and door handles wiped and disinfected

Dining room

- ☐ Cleaned in the windows between meals
- ☐ Chairs pulled back, seats and frames wiped
- ☐ Floor under and between tables vacuumed or mopped
- ☐ Tabletops, condiment and beverage stations wiped
- ☐ Window ledges wiped
- ☐ Carpet spills treated before they set
- ☐ Fullest clean after the evening meal
- ☐ Dining carpet hot water extraction on its periodic schedule

Activity, exercise and salon rooms

- ☐ Activity tables wiped, chairs straightened, supply shelves dusted
- ☐ Multipurpose or chapel room set back up after each event
- ☐ Exercise equipment grips, seats and mats wiped
- ☐ Salon counters, styling chairs and floor after the last appointment

Corridors

- ☐ Hard floors mopped one side at a time, dry half kept open
- ☐ Sign placed at each damp stretch
- ☐ Carpeted halls vacuumed around handrails and seating alcoves
- ☐ Strip, recoat and carpet extraction run wing by wing

Staff side and offices

- ☐ Breakroom counters, sinks, tables, microwave and fridge fronts
- ☐ Staff restrooms and locker areas serviced
- ☐ Administrative offices dusted, emptied and vacuumed
- ☐ Move-in office ready for family appointments

Public restrooms

- ☐ Cleaned and restocked with paper towels, toilet tissue and hand soap
- ☐ Refills from our supplies or from your storeroom

Notes
