



Team Name: Environmental Services Team Lead: Regional Manager Environmental Services Approved by: Executive Director - Acute & Chief Nursing Officer	Reference Number: ORG.1910.PR.006 Program Area: Support Services Policy Section: Housekeeping
Issue Date: January 29, 2020 Review Date: Revision Date:	Subject: Preparation of a Housekeeping Cart

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PROCEDURE SUBJECT:

Preparation of a Housekeeping Cart

PURPOSE:

All housekeeping carts shall contain equipment and supplies needed to complete daily tasks performed by the housekeeping staff. The carts shall be stored in designated storage rooms.

PROCEDURE:

Equipment / Preparation:

Standard equipment and supplies to be stocked on the cart at all times will include, but will not be limited to the following:

1. Broom and dust pan
2. Putty knife
3. Dusters
4. Gloves
5. Garbage Bags
6. Spot Cleaner
7. Duster Pail
8. Paper towels, toilet tissue and Kleenex
9. Toilet bowl cleaner and toilet brush
10. Glass cleaner
11. Mop pail and mop/Microfiber mop system
12. Dry mop
13. Wet Floor Signs
14. Disinfectant Cleaner