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| Directions: Check off the tasks completed. Box is included for supervisor follow-up. Blank lines are for facility specifics. H= Housekeeper S = Supervisor | | | | | |
| Room | H | S | Bathroom | H | S |
| Clean and mop behind all furniture and under the bed |  |  | Dust all high areas |  |  |
| Dust and polish all furniture |  |  | Clean all lights |  |  |
| Dust all pictures |  |  | Clean ceiling vents and screens |  |  |
| Clean /disinfect over the bed tables |  |  | Clean and disinfect all bed pan holders |  |  |
| Clean under dresser and night stand |  |  | Clean and disinfect bedside commode |  |  |
| Clean off TV screen and dust the back |  |  | Clean and disinfect toilet bowl |  |  |
| Clean under registers (if applicable) |  |  | Clean and disinfect grab bars |  |  |
| Clean the registers |  |  | Clean and disinfect the mirror |  |  |
| Empty and disinfect wastebaskets |  |  | Clean medicine cabinet (if applicable) |  |  |
| Dry & wet mop entire floor |  |  | Disinfect the sink and sink plug |  |  |
| Clean windows, screens and window ledges |  |  |  |  |  |
| Dust High areas: |  |  |  |  |  |
| Light fixtures |  |  |  |  |  |
| Corners |  |  |  |  |  |
| Ceiling vents and screens |  |  |  |  |  |
| Curtain rods and valences |  |  |  |  |  |
| Top of doors |  |  |  |  |  |
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