

Instructor Guide

Module 4: Cleaning and Disinfection of a Resident Room

Instructions for facility educators: Use this instructor checklist to provide hands-on training and reinforce learned concepts in the slide presentation. Select one or more topics to review with your EVS staff and use the check boxes to indicate if the topic was reviewed with staff.

Elements of this guide may be adapted for use in a huddle, in-service, just-in-time training, or formal presentation to accommodate schedules or training needs. You may also use this tool to orient new EVS Managers or Infection Preventionists on your team.

All training topic discussions are meant to be opportunities for collaboration where everyone is able to learn. As the instructor, it is essential to create a safe and supportive teaching environment. Use this time to improve processes and offer support to staff so that they will feel comfortable coming to leadership when needed. There are prompts throughout this resource to help you engage staff in discussion. Happy training!

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Visual Room Assessment: Daily Cleaning	
Demonstration Prompts	Rationale
Walk through the facility with your staff when applicable.	
<input type="checkbox"/> Ensure staff know where to look for isolation signage (before entering a room).	<ul style="list-style-type: none">• Every time for every resident room EVS staff should look for isolation signage to determine the required PPE. The isolation sign will outline required PPE.• Staff should note any special considerations such as blood and body fluids, <i>C. difficile</i>, diarrheal illness, mycobacterium, or MDRO.
<input type="checkbox"/> Check if the staff wears correct PPE based on the isolation signage.	<ul style="list-style-type: none">• EVS staff should follow Standard, Enhanced Standard, and Transmission-Based Precautions each time they enter a resident room.

<input type="checkbox"/> Check if the EVS staff is responsible for picking up trash and linen, if needed. <ul style="list-style-type: none"> • Put garbage by door (might be inside or outside). • Ensure soiled linen is in linen cart (Note: isolation laundry is not kept separate). • If staff if not responsible for trash or linen, then make sure they reach out to the responsible staff (e.g., nursing, physical therapy) to remove those items before they start cleaning. 	<ul style="list-style-type: none"> • Trash and linen should be discarded in separate rolling trolleys. Check the facility policy for further instructions.
<input type="checkbox"/> Ensure they remove all items on the tray table such as meal trays or tissues.	<ul style="list-style-type: none"> • Tray tables should be clutter free in order to clean the tray table properly. Tray tables are a high-touch surface.
<input type="checkbox"/> Anything on the tray table should not be touched with dirty gloves.	<ul style="list-style-type: none"> • Food and drink go on the tray table. Clean well and avoid re-contaminating the surface.

Visual Room Assessment: Terminal Cleaning	
Demonstration Prompts	Rationale
Walk through the facility with your staff when applicable.	
<input type="checkbox"/> Review all items under ‘Daily cleaning.’	
<input type="checkbox"/> Ensure staff remove all resident belongings including posters, pictures, or weekly menus from the walls.	<ul style="list-style-type: none"> • Rooms need to be ‘reset’. Remove all items so that the room can be properly cleaned and disinfected for the next resident.
<input type="checkbox"/> Ensure staff assess and notify supervisor for any broken furniture, holes in the walls, or chipped paint. <input type="checkbox"/> Make sure that countertops are not peeling or damaged.	<ul style="list-style-type: none"> • Cracked/broken furniture, holes in the walls, etc can harbor germs and cannot be adequately cleaned. Repairs should be made to prepare for the next resident. • Ensure that all surfaces can be cleaned and disinfected. Some facilities have older furniture made from wood that cannot be disinfected.
<input type="checkbox"/> Check how successfully staff coordinate with nursing and other departments to remove resident’s personal use	<ul style="list-style-type: none"> • EVS Managers should identify the source of issues EVS staff face if requests are not responded to in a timely manner (e.g.,

<p>equipment. Ask staff: <i>When you are communicating with other departments to get resident items (e.g., wheelchairs, walking canes) moved out of resident rooms, are they responding to your request in a timely manner? Do you face challenges when you need to communicate with other departments?</i></p>	<p>communication barriers, institutional hierarchy).</p>
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Cleaning Process: Daily Cleaning	
Demonstration Prompts Walk through the facility with your staff when applicable.	Rationale
<ul style="list-style-type: none"> <input type="checkbox"/> Ask staff to show where they start the room cleaning. Are staff following the facility’s procedure for cleaning rooms? <i>E.g., Are they going from clean to dirty? Are they changing gloves, performing hand hygiene, and putting on a new set of clean gloves before they move onto the next area to clean?</i> <input type="checkbox"/> Check if staff start cleaning from outer area of the room to inner area. Ask for a reason if they did not clean per facility policy. Address individual issues directly with staff. Troubleshoot continued issues with facility administration/IP/DON/DSD. <input type="checkbox"/> Ensure staff clean from high to low and clean to dirty. <input type="checkbox"/> Ask staff to identify items within the room anticipated to be highly contaminated. For example, the bedside table should be prioritized over the television screen. 	<ul style="list-style-type: none"> • Examples of cleaning process: <ul style="list-style-type: none"> ○ Begin cleaning with common surfaces before moving to the resident bed space, and clean restrooms last. ○ When cleaning each bed space, start from the headboard and then move on to the footboard. ○ For sink: move from mirror to faucet, handle(s), around the sink, and then the sink bowl. ○ For toilet area: move from handrail to top/back of commode, flusher, toilet seat, bottom of bowl, and finish toilet bowl with toilet brush. ○ Clean the floor last: Dry mop from the back to the front of room; then dry mop the bathroom in the same manner, from back to front. • You can assess how well staff have been taught to clean a room by observing staff cleaning practices. You can identify an individual or group issue that warrants additional training. Staff may divert from taught cleaning processes due to misunderstanding, lack of resources, or other reasons. Don’t assume the reasons why staff are not cleaning according to facility policy; investigate why.

	<ul style="list-style-type: none"> • Hand hygiene helps stop the spread of germs. Change gloves while cleaning resident rooms as needed, for example when visibly soiled, and after every room clean. The infection prevention and control actions that you take at any of these points help keep germs from spreading and causing infection.
<input type="checkbox"/> Check if staff clean any visibly soiled areas, high-dust surfaces such as light fixtures, and spills before disinfecting other surfaces.	<ul style="list-style-type: none"> • Assess cleaning to identify gaps in cleaning practice.
<input type="checkbox"/> Ensure staff clean high-touch surfaces that are a part of daily cleaning.	<ul style="list-style-type: none"> • High-touch surfaces have the highest level of bioburden, so by cleaning these regularly, staff reduce the amount of bioburden and decrease the risk of germ transmission.
<input type="checkbox"/> Teach staff how to set up the room with enough microfiber cleaning cloths to clean the room.	<ul style="list-style-type: none"> • Have enough cleaning cloths to adequately remove bioburden from resident care areas. This will depend on room size and complexity. For example, if a room has two resident care areas, you may use 1-2 microfiber cleaning cloths per area. This will prevent staff from going back to the EVS cart or accessing cloths with their contaminated hands.

Cleaning Process: Terminal Cleaning	
Demonstration Prompts	Rationale
Walk through the facility with your staff when applicable.	
<input type="checkbox"/> Review all items under 'Daily cleaning.'	
<input type="checkbox"/> Ensure staff change cloths when soiled. Ensure staff use friction to remove the bioburden of germs.	<ul style="list-style-type: none"> • If the cloth is soiled, it won't be effective at removing bioburden. Friction is necessary

	to remove and dislodge germs from surfaces.
<input type="checkbox"/> Ensure staff change gloves and perform hand hygiene between individual resident care areas, or when gloves are visibly soiled.	<ul style="list-style-type: none"> • Changing gloves and performing hand hygiene prevent germ transmission between residents via the hands of healthcare personnel.
<input type="checkbox"/> Ensure staff change gowns when visibly soiled.	<ul style="list-style-type: none"> • Changing gowns also prevents cross contamination.
<input type="checkbox"/> Ensure staff remove gloves (and gowns, if used) and perform hand hygiene before accessing the EVS cart.	<ul style="list-style-type: none"> • Accessing EVS cart with soiled gloves will contaminate clean supplies.
<input type="checkbox"/> Ensure staff clean all the room walls from top to bottom, including bathroom walls.	<ul style="list-style-type: none"> • The walls become more soiled closer to the floor.
<input type="checkbox"/> Ask staff about the facility policy for frequency of changing curtains. <i>Create a policy with leadership if no policy exists.</i>	<ul style="list-style-type: none"> • Check facility policy. Consider changing curtains when visibly soiled and per a set schedule. Refer to manufacturer’s guidelines and CDC recommendations for changing the type of curtains used in your facility.

Manage Supplies After Cleaning the Room	
Demonstration Prompts	Rationale
Walk through this process with staff:	
<input type="checkbox"/> Ensure staff bring EVS cart to the doorway once cleaning process is complete.	<ul style="list-style-type: none"> • Bringing the EVS cart to the doorway (a designated space) will group your cleaning activities together to improve organization, improve efficiency, and prevent cross-contamination.
<input type="checkbox"/> Ensure staff discard PPE, perform hand hygiene, and put on clean gloves.	<ul style="list-style-type: none"> • Following this process will reduce cross-contamination.

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| <ul style="list-style-type: none">□ Check if staff wipe outer surfaces of cleaning supplies (e.g., mop handle, supply caddy) with a microfiber cloth and disinfectant before returning them back to the EVS cart.□ Ensure staff remove and discard gloves and perform hand hygiene before moving on to the next room or before storing the EVS cart. | |
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