**Cleaning the Nurse Station**

**Standard Operating Procedure**

**Daily**

* Clean the work top and cupboard doors using an appropriate disinfectant (see Appendix A).
* Sweep and mop the floor using an appropriate disinfectant (see Appendix A). Use the brush in prep room and the green mop bucket.
* Wipe down the phone, computer, keyboard, mouse, scanner, label printer and printer.

**Weekly:**

* Tidy and organise the books and folders.
* Clean the autoclaves.

**Monthly**

* Clean, tidy and organise the cupboards.

**Appendix - Disinfectants**

1. We use Anigene as our disinfectant.
2. It is made up daily for kennels and cattery in yellow buckets at a concentration rate of 1:100 (10ml Anigene to 1ltr water).
3. We have spray bottles with 1:100 concentration in consult rooms, pharmacy, prep room, dental, laboratory, kennels, cattery, radiography, theatres. It is used to clean surfaces between each patient.
4. We use a concentration on 1:100 to clean all floors, made up daily and disposed of correctly at the end of the day. Yellow bucket and yellow mops: kennels, cattery, waiting room. Green bucket and green mops: prep room, radiography, dental, scrub. Blue bucket and blue mops: both theatres.
5. For cleaning isolation, we made up Anigene at a concentration of 1:50 in spray bottles, bucket and mop bucket
6. Red bucket and red mops – Isolation
7. Mop heads are washed in the washing machine at 60.c after each use.
8. Clean all windows and glass daily with Flash Anti-bac Plus.

Prepared by [VetNurse.co.uk](http://VetNurse.co.uk). V1. 29/9/2023