**Cleaning the Laboratory**

**Standard Operating Procedure (Page 1 of 2)**

**Daily in house cleaning**

* After each test, ensure all equipment is cleaned and stored away in its correct place.
* Wipe down the work surface and cupboard doors with an appropriate disinfectant (see appendix A).
* Put all waste in the appropriate bins and empty the bins daily.
* Sweep and mop the floor using an appropriate disinfectant (see appendix A).
* The sharps bin is collected once full and replaced.

**Weekly in house cleaning**

* Check the samples in the laboratory fridge. Urine is disposed after 24hrs, blood and faeces are disposed after 7 days.
* Wipe the walls down with an appropriate disinfectant (see appendix A).
* Check laboratory forms are topped up.
* Refill Hibiscrub, spirit and disinfectant bottles.
* The laboratory machines are moved and the work surface is cleaned underneath using an appropriate disinfectant (see appendix A)

**Monthly in house cleaning**

* Clean, tidy and organise the cupboards.

**Appendix A - 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.

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