**Theatre Cleaning - To be done daily**

**Please sign and date once completed**

| TASK | INITIAL | DATE |
| --- | --- | --- |
| Clean all walls and surfaces including blinds and air conditioning unit.  Safe 4-10 mls in 1 litre water. |  |  |
| Clean table - pay extra attention to rubber mat, sides, underside and pedals (safe 4). Make sure heat mat and operating light are also cleaned. |  |  |
| Remove everything from GA trolley, clean and replace bedding & ensure the following stocked:   * + - Reservoir bags sizes 1, 2, 3 & 4     - Sandbag     - Oesophageal stethoscopes (various sizes)     - Stethoscope & oesophageal stethoscope earpiece     - Thermometer     - Catgut ( 5m, 4m, 3.5m & 3m)     - Nylon (3m & 2m)     - Leg ties RED (more than 2)     - ALL of the above must be wiped over with cleaned before replacing |  |  |
| Stock up draws   * + - All suture materials must be stocked     - Swabs - Lap and normal     - Tissue glue     - Penrose drains (only T2) |  |  |
| Stock up radio cupboard   * + - Histology pots (various sizes)     - Gloves     - Opsite spray |  |  |
| Ensure all cupboards are tidy   * Kits organised * Drapes organised and stocked up |  |  |
| Clean all glass - Windows and doors. |  |  |
| Wipe over drip stand and multiparameter machine (even if not used). |  |  |
| TOP UP ISOFLOW |  |  |
| Sweep and mop flows - move table to clean underneath. |  |  |