



अखिल भारतीय आयुर्विज्ञान संस्थान रायबरेली  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES RAEBARELI**  
(An Autonomous Institute under the Ministry of Health and Family Welfare, Govt. of India)  
**(Govt. of India), Raebareli-229405, Uttar Pradesh, India**  
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## **DEPARTMENT OF SANITATION**

Date: 31 Jan 2024

### **Monthly Report: Hospital Housekeeping Staff January 2024**

#### **Introduction**

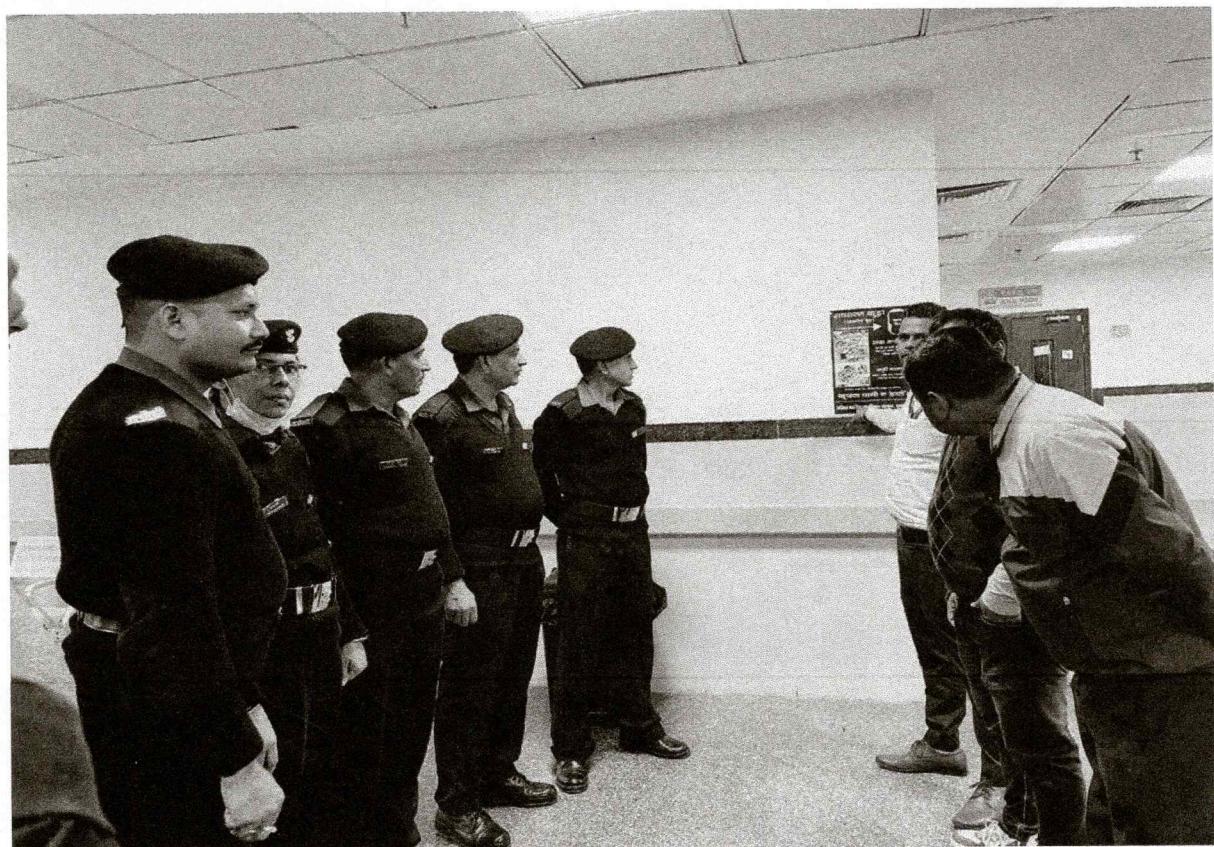
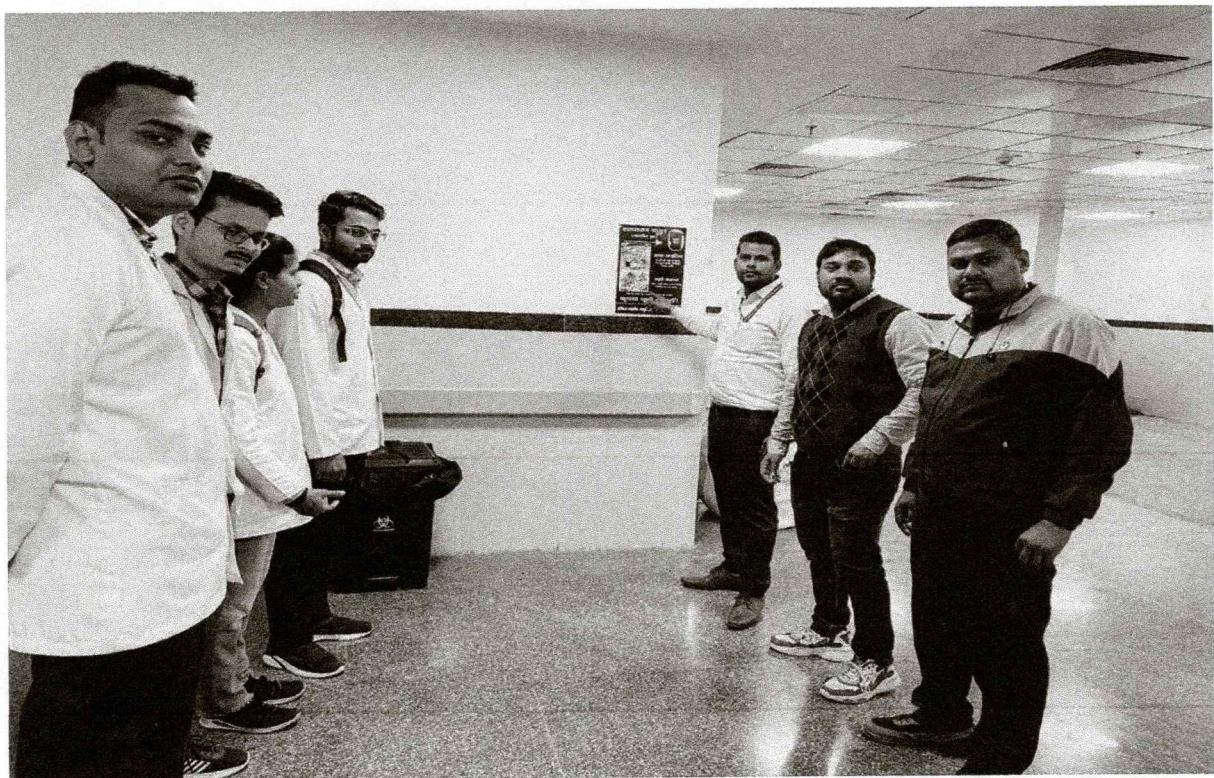
The hospital housekeeping staff plays a critical role in maintaining a clean, safe, and sanitary environment for patients, visitors, and healthcare providers. The monthly report provides an overview of the housekeeping staff's activities, challenges, and achievements during the month of **[January 2024]**.

#### **Staffing and Training**

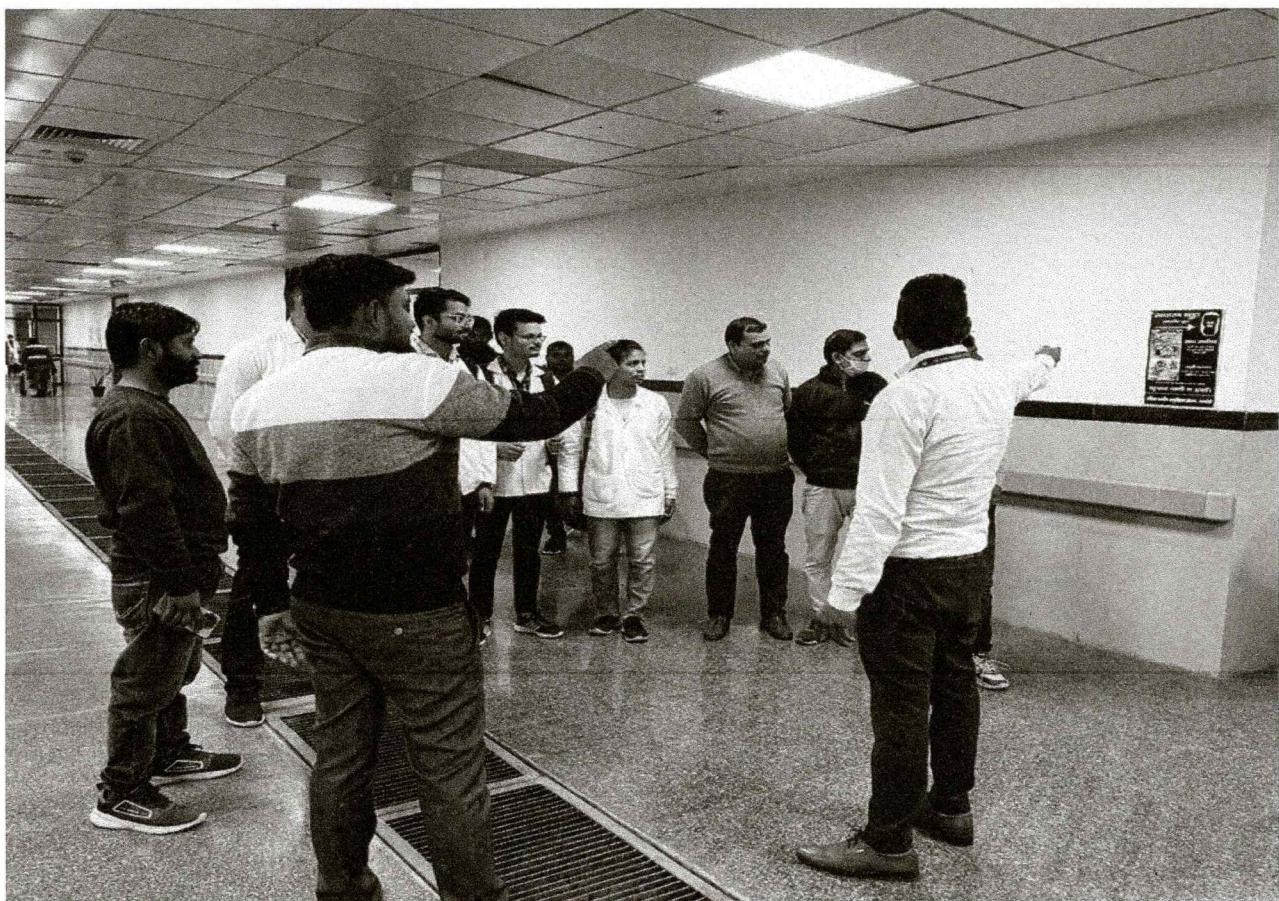
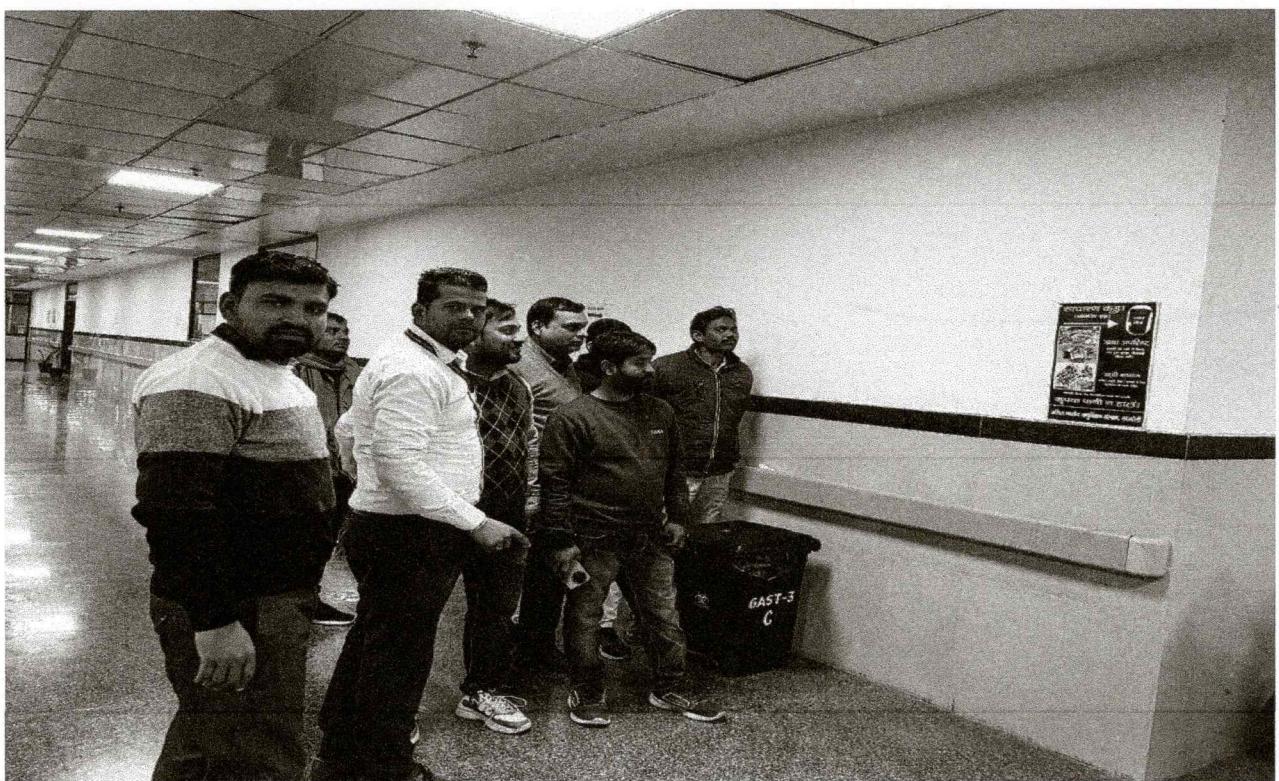
During the month, the housekeeping team consisted of **One hundred fifty-seven employees** and **Two Supervisors Mr. Karamveer and Mr. Shailesh and one Sudarshan Supervisor Mr. Kuldeep Singh**. All staff members completed training on infection control, proper handling of hazardous materials, and the use of cleaning equipment and chemicals. The ongoing training program ensured that the team was well-equipped to handle the cleaning requirements of the hospital.

*S. D. S. Raibareli  
8/2/24*

Training: Awareness Program on dated: 22.01.2024



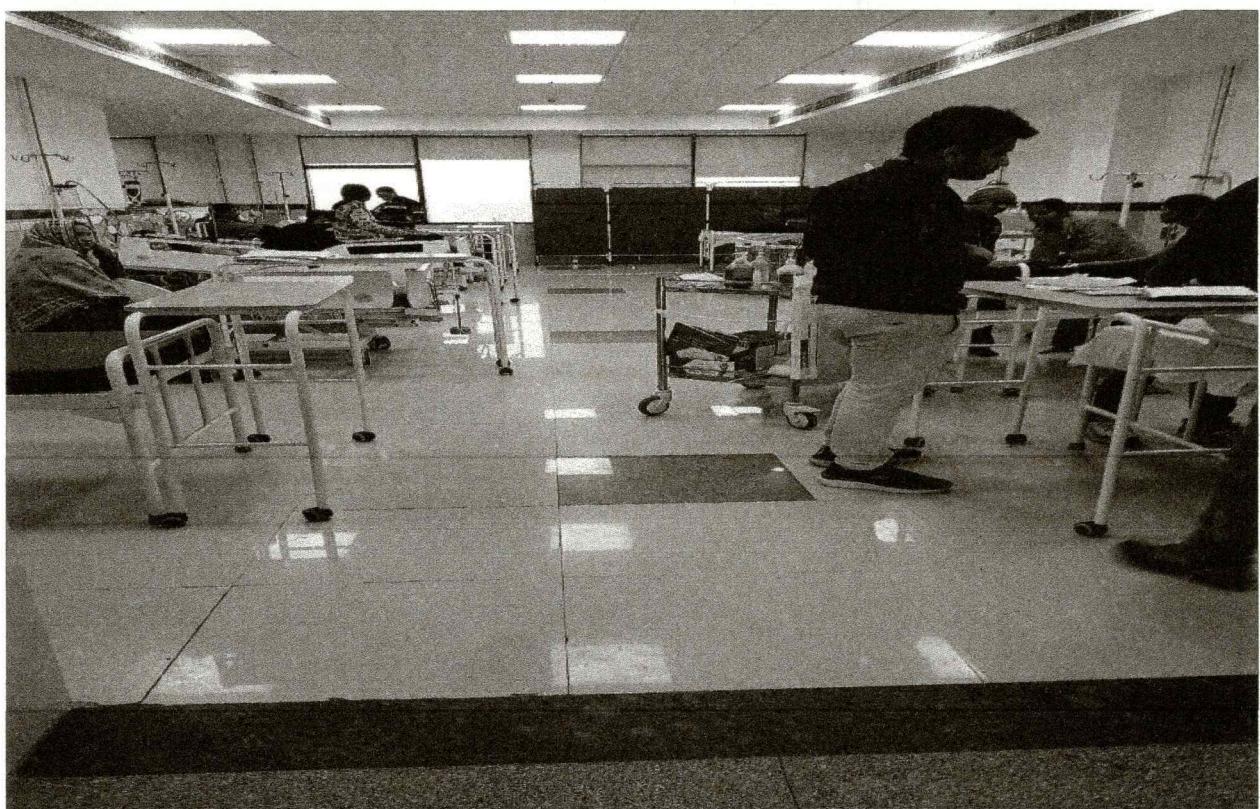
## Training: Awareness Program



## Cleaning and Disinfection Activities

The housekeeping staff diligently carried out daily, weekly, and monthly cleaning and disinfection tasks according to the established protocols. Key activities included:

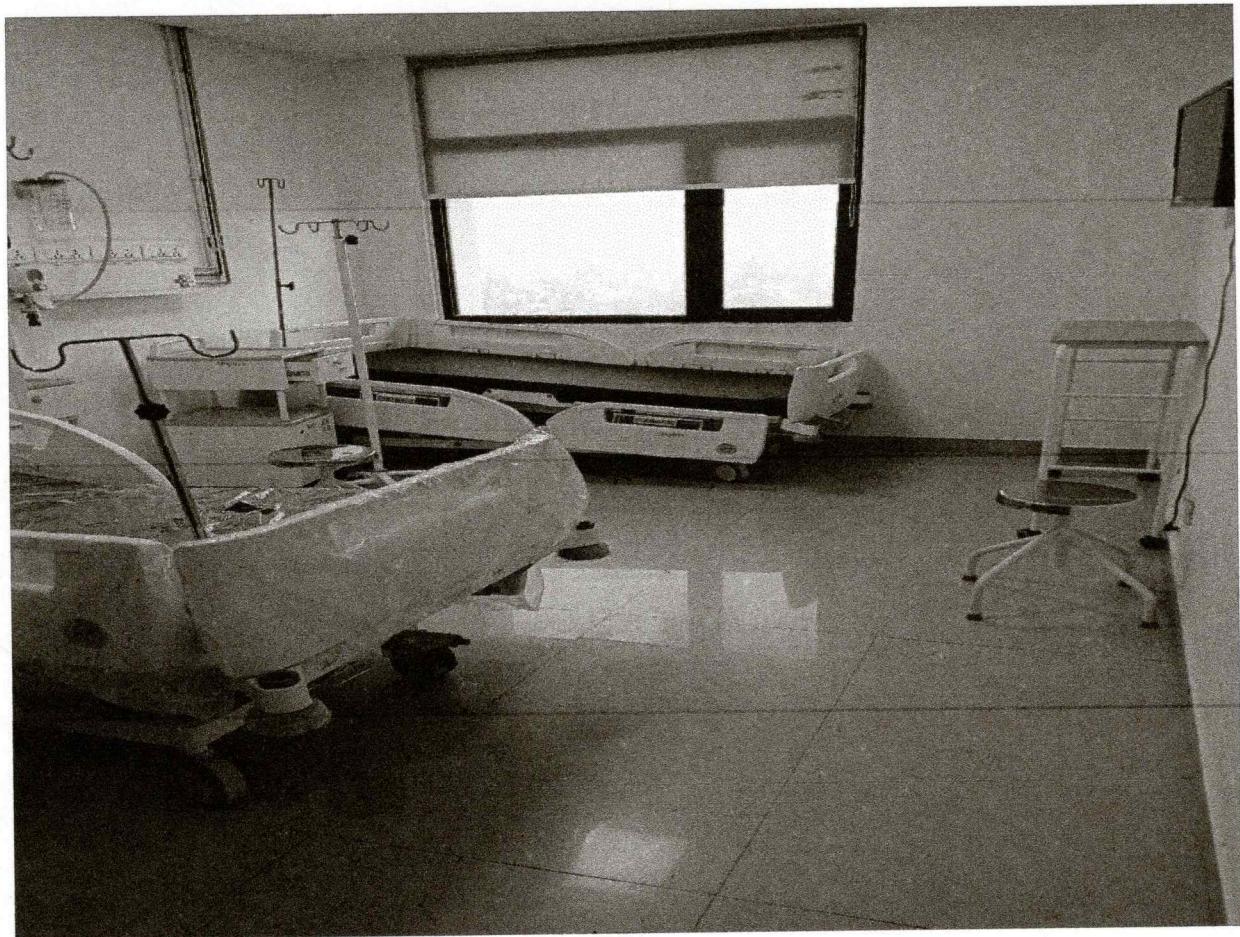
1. Patient Ward Rooms: The team ensured that patient Ward rooms were thoroughly cleaned and disinfected on a regular schedule. Special attention was given to high-touch surfaces such as door knobs, light switches, patients bedrails/Bed surfaces, patients bed side locker, IV poles, dressing/medicine trolley, injection trolley, examination couch, telephone, handle of equipment's, computer and accessories, cardiac table, BP cuff, oxygen flow meter, pulse oximeter- prove, ventilator surface, call bell, walls and floor to minimize the risk of healthcare-associated infections.





2. Patient Private Rooms: The team ensured that patient rooms were thoroughly cleaned and disinfected on a regular schedule. Special attention was given to high-touch surfaces such as door knobs, light switches, patients bedrails/Bed surfaces, patients bed side locker, IV poles, dressing/medicine trolley, injection trolley, examination couch, telephone, handle of equipment's, computer and accessories, cardiac table, BP cuff, oxygen flow meter, pulse oximeter- prove, ventilator surface, call bell, walls and floor to minimize the risk of healthcare-associated infections.

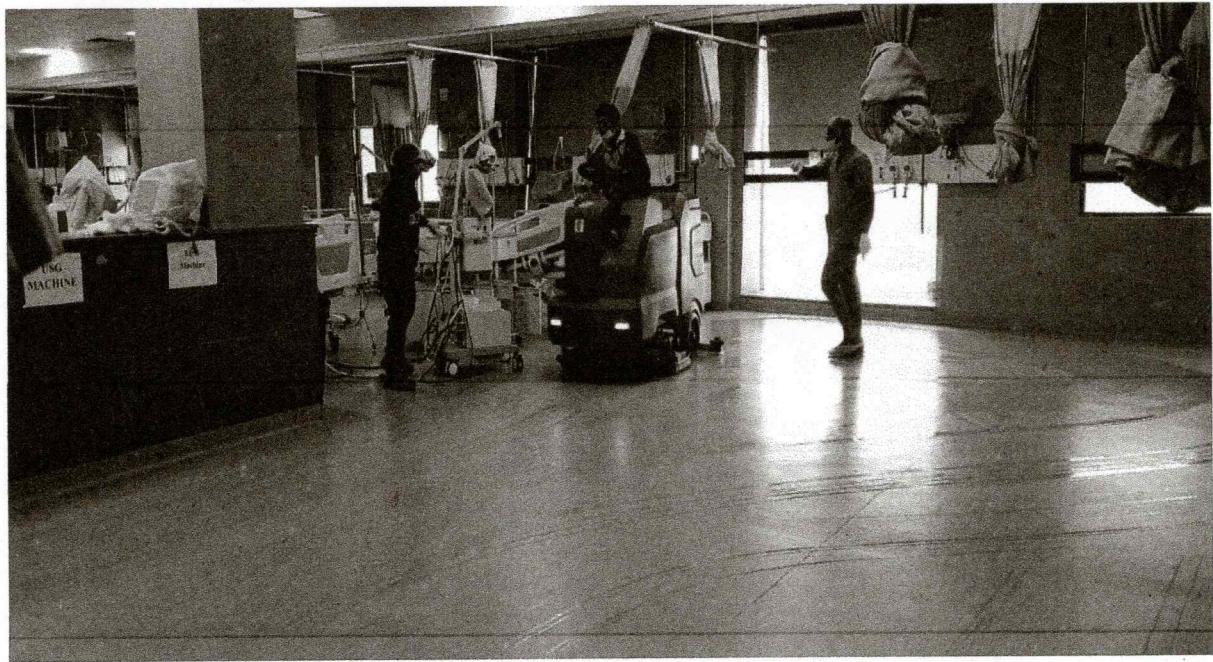
### Patient Private Rooms areas

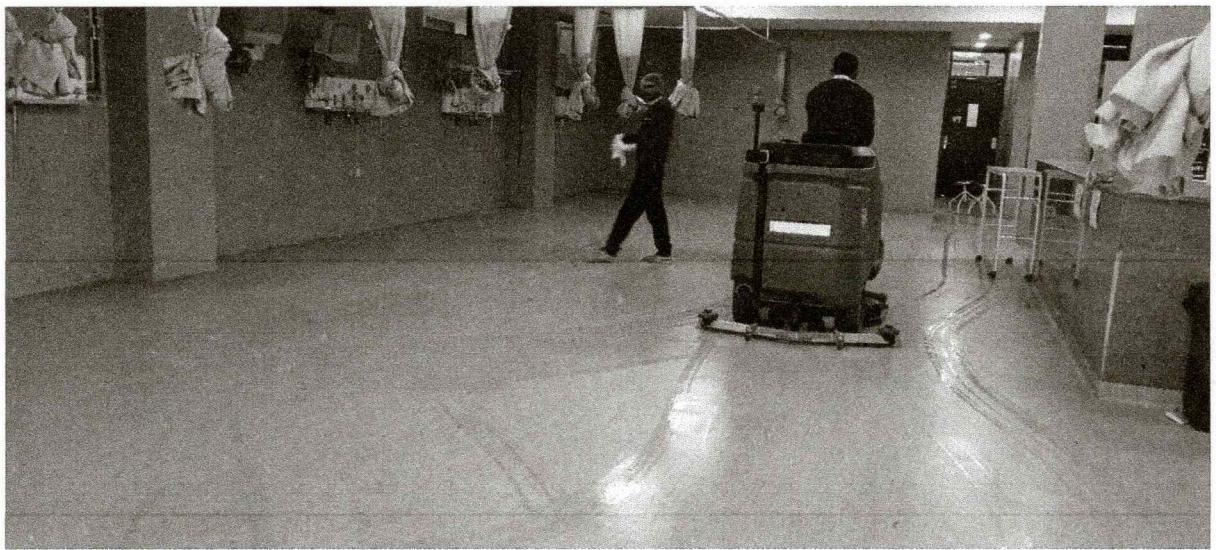


3. Public Areas: The housekeeping staff maintained the cleanliness of public areas such as waiting rooms, corridors, and restrooms. Regular cleaning and disinfection in these areas contributed to a welcoming and safe environment for patients and visitors.



**4. Operating Rooms and Surgical Suites:** The team followed strict protocols for cleaning and disinfecting operating rooms and surgical suites to support a sterile environment essential for surgical procedures.





**5. Equipment and Supplies:** The staff ensured that all cleaning equipment and supplies were properly maintained, stocked, and utilized to support efficient and effective cleaning processes.

**6. Hospital/ College / Hostel toilet Areas:** The housekeeping staff maintained the cleaned of toilet areas on daily basis.

Hospital main gate clean daily



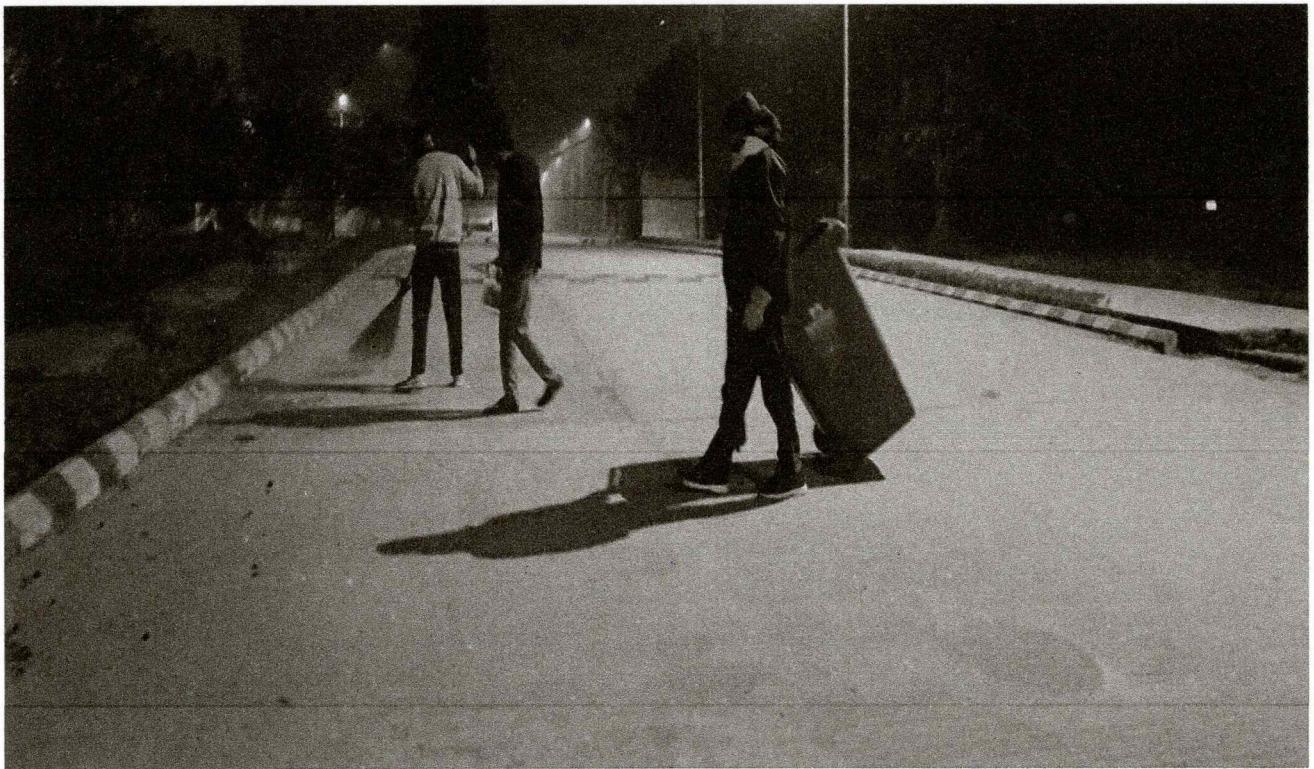


7. Hospital/ College/ Hostel Campus Road Area: The housekeeping staff maintained the cleaning of road areas on a regular schedule.

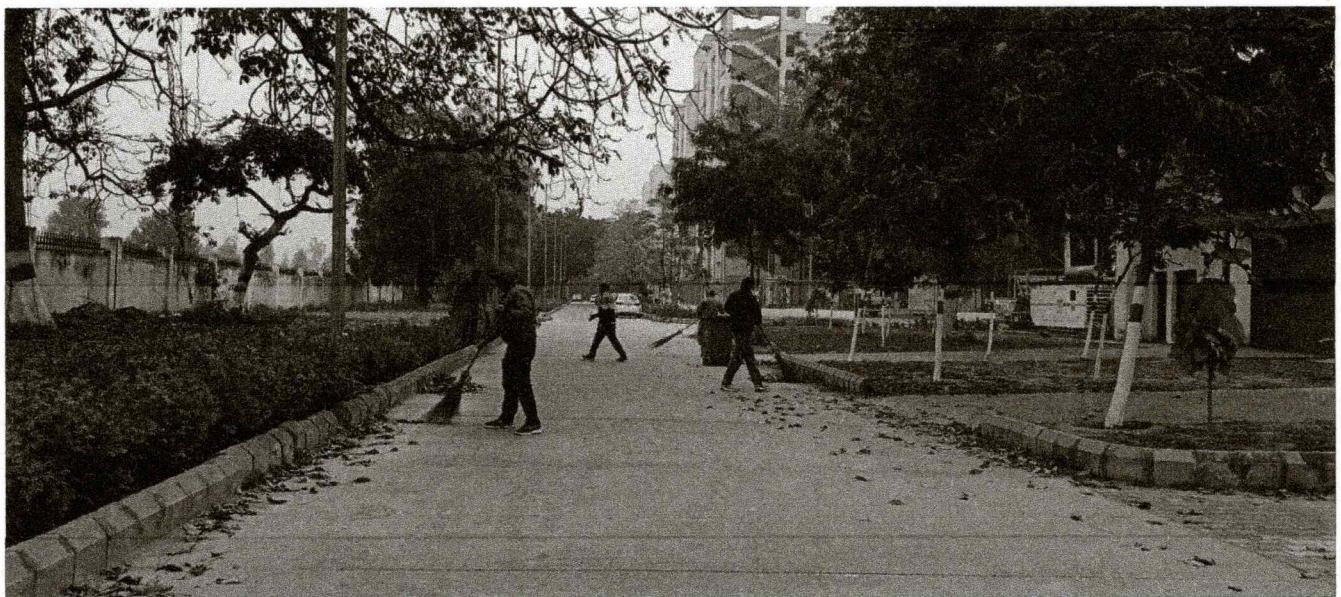
Medical College



Campus Road Clean daily



Student Hostel Street Clean daily



## **AIIMS Raebareli Bio-medical Waste Management:**

**Introduction:** The first Chapter provides a brief introduction to AIIMS and gives global perspective on Bio-medical Waste and its burden. An organogram from the perspective of BMW mgmt. provides a visual understanding the reporting channel under the Occupier—the AIIMS. The important aspect of Environmental impact and legal implications of Bio medical waste is briefly touched upon to lay emphasis on these important aspects

**Bio-medical Waste Management rules:** As the Bio-medical Waste Management rules 2016 are bedrock of correct practices, this chapter enumerates the salient features of rules 2016 and its implication on AIIMS. Thus, clauses such as change in colour, cardboard boxes of glassware, hub cutter, bar coding, lab waste mgmt, and linking of Consent to Operate & Bio-medical Management have a far-reaching impact as well as are a challenge in implementation.

**Roles and Responsibilities of Stake holders:** Though essentially the most important role of most stakeholders including doctors, nurses and technicians is restricted to effective segregation, specific roles a needed to be enumerated. For examples Heads of Department have an important leadership and administrative role, while nurses need to maintain records of quantum of waste collection & needle stick injury, supervision, procurement etc. They are of course responsible for overall correct practices. Similarly, hospital administrators, Infection Control nurses and Karamcharies have specific roles that need to be elucidated. The section for Karamcharis is in Hindi for their convenience.

- Bio-medical waste has been classified in to 4 categories instead of 10 to improve the segregation of waste at source:

जैव चिकित्सा अपरिषिष्ट पृथक्करण चार्ट		
श्रेणी	अपरिषिष्ट का प्रकार	कूड़ेदान
	<p><b>संक्रमित प्लास्टिक रहित कड़</b>          स्लेसेन्टा, मानव अंग, मृत जीव जन्मु          खास्टर कास्ट, कोमोयेटेपी ड्रग्स          खून/पस से सनी लई/पट्टी          एवस्थायड दवायें/कोमिकल्स          संक्रमित लीनेन          (कैप, तकिया, ऐप्लि, पेजामे          बेड हीट व बेडिंग, मास्क आदि)  <small>(मौत इकाइ के नियन्त्रित कार्यालय द्वारा वर्गीकृत किया जाना चाहिए। इनमें से कोई वस्तु अपरिषिष्ट नहीं घोषित होनी चाही ताकि उचित आदेत आदि।)</small></p>	
	<p><b>संक्रमित प्लास्टिक कूड़ा</b>          दस्ताने, ड्रिप सेट,          वीगो/वैनफलॉन          डैक्सट्रोज, बॉटल, रक्त रहित          रक्त की थैली, वैक्यूटैनर ट्यूब          राइल ट्यूब,          सिरिज केथेटर</p>	
	<p><b>मैटेलिक शार्प</b>          नीडल, स्लेड          वीगो नीडल          नुकीले सर्जिकल औजार          मैटेलिक इम्प्लांट्स</p>	
	<p><b>ग्लास वेस्ट</b>          टूटी हुई एम्पुल्स          काँच के टुकड़े</p>	

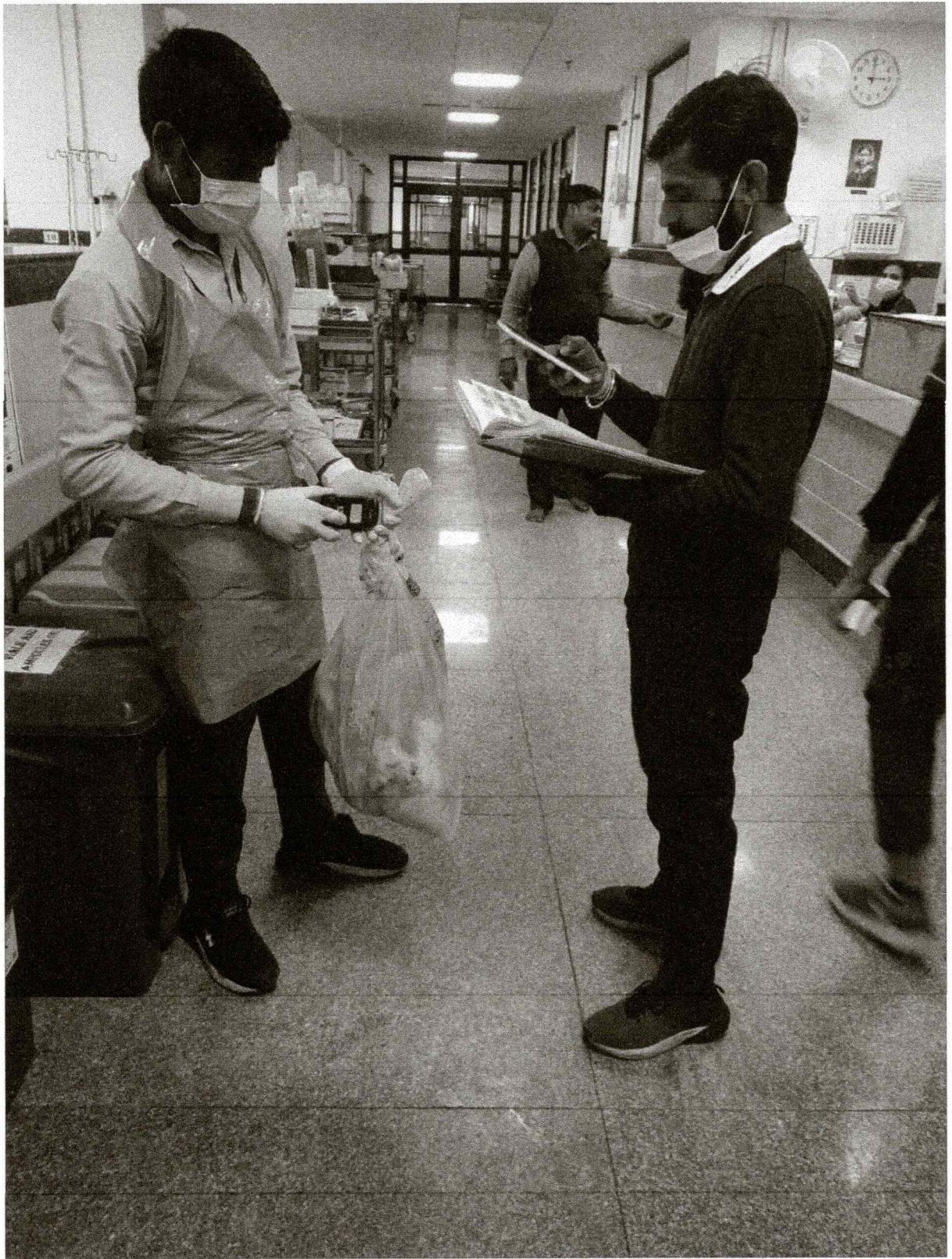
**अखिल भारतीय आयुर्विज्ञान संस्थान, रायबरेली**

- To provide a safe, ventilated and secured location for storage of segregated BMW within premises.



- Ensure timely collection of BMW from healthcare facilities.





## **Challenges and Solutions**

During the month, the housekeeping staff encountered several challenges, including:

1. Increased Workload: The **increased patient volume** and stringent infection control measures necessitated a higher frequency of cleaning and disinfection activities.
2. Staffing Shortages: The temporary **shortage of staff** due to illness or other unforeseen circumstances posed challenges in maintaining the desired level of cleanliness.

To address these challenges, the housekeeping department implemented the following solutions:

1. Temporary Support: Temporary staff were brought in to support the existing team during periods of increased workload or staffing shortages.
2. Flexible Scheduling: The department implemented a more flexible scheduling system to ensure adequate coverage during high-demand periods.
3. Enhanced Communication: The staff implemented enhanced communication protocols to ensure that any emerging issues or needs were addressed promptly.

## Achievements and Recognitions

The housekeeping staff achieved several milestones and received notable recognitions during the month:

1. Compliance with Standards: The department maintained a high level of compliance with cleaning and disinfection standards, as evidenced by internal audits and feedback from the infection control team.
2. Patient Satisfaction: The hospital received positive feedback from patients and their families regarding the cleanliness and neatness of patient rooms and public areas.



**3. Team Recognition:** The outstanding efforts of the housekeeping team were recognized during the hospital's employee appreciation event, highlighting their contribution to the overall patient experience.

### **Future Goals and Initiatives**

Looking ahead, the housekeeping department has identified the following goals and initiatives for the upcoming months:

- 1. Continuous Training:** The team will continue to undergo regular training sessions to stay updated on the latest cleaning protocols, equipment, and products.
- 2. Quality Improvement:** The department aims to implement a quality improvement initiative to further enhance the standard of cleanliness and infection control measures.
- 3. Staff Engagement:** Efforts will be made to further engage and recognize the housekeeping staff for their dedication and hard work in maintaining a clean and safe hospital environment.

## Conclusion

The hospital housekeeping staff demonstrated unwavering commitment and diligence in ensuring a clean, safe, and welcoming environment for patients, visitors, and staff. Through their hard work and dedication, the team contributed significantly to the overall patient experience and the hospital's commitment to infection control and patient safety. The ongoing efforts and achievements of the housekeeping staff are essential in supporting the hospital's mission and vision.

Please let me know if there is anything specific you would like to add or modify in the report.



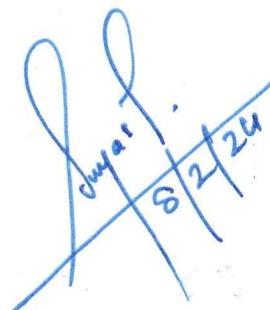
Anil Kumar

Sanitary Inspector

Department of Sanitation

AIIMS RAEBARELI

Date 31.01.2024



Chetan  
8/2/24