



ADC (Omniceil©) Cleaning Log Sheet

Year: _____ Month: _____

Location: Keep this cleaning log in a plastic sleeve on or near the ADC. Keep the last 3 months' sheets in the sleeve and retain the remainder with the daily fridge temperatures logs. Discard after three years.
Refer to the items description on page 3*. Initial when complete.

Component	1 Biometric fingerprint reader	2 Keyboard	3 Touch screen	4 Front surface of drawers and buttons	5 Fridge handle and acrylic door handles	6 Barcode scanner handle	7 External return bin (ERB) handle	8 External and internal bin surfaces and inside of fridge	9 Exterior painted metal surfaces	10 Acrylic surfaces and glass roof
Cleaning Frequency	Minimum Daily	Minimum Daily	Minimum Daily	Minimum Daily	Minimum Daily	Minimum Daily	Minimum Daily	When spillage or visibly soiled	First Wednesday of the month or when soiled	First Wednesday of the month or when soiled
Responsibility	Pharmacy	Pharmacy	Pharmacy	Nursing or Ward Aide	Nursing or Ward Aide	Nursing or Ward Aide	Nursing or Ward Aide	Nursing/ Pharmacy	Assigned staff per manager	Assigned staff per manager
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<p>1. Biometric Fingerprint Reader</p> 	<p>2. Keyboard</p> 	<p>3. Touchscreen</p> 	<p>4. Front surface of drawers / buttons</p> 
<p>5. Fridge handles and acrylic door handles</p> 	<p>6. Barcode scanner handle</p> 	<p>7. External return bin (ERB) handle</p> 	<p>8. External bin surface</p> 
<p>8. Internal bin surface(s)</p> 	<p>9. Exterior painted metal surfaces</p> 	<p>10. Acrylic surfaces</p> 	<p>10. Glass roof</p> 

Prior to logging into any automated dispensing cabinet, all staff shall perform hand hygiene.

Follow two-step process using the **same** product.

Step 1: Clean with a new wipe(s) using friction (rub/scrub motion) to remove any foreign matter (e.g., dust, soil, food, feces, blood, sputum) and immediately follow with Step 2.

Step 2: Disinfect all surfaces using friction with another new wipe(s). To complete the disinfection process, maintain the product dwell time followed by **air-drying**.

ADC component	Cleaning	Disinfection
Biometric fingerprint reader, keyboard, touchscreen, barcode scanner, acrylic surfaces and glass roof	*70 % isopropyl alcohol	*70 % isopropyl alcohol
Front surface of drawers/buttons, fridge and acrylic door handles, external return bin, exterior painted metal surfaces, internal bin/lid surfaces, inside of bins and fridge	**Low level disinfectant	**Low level disinfectant

*PHC approved products for ADC Omnicell cleaning/disinfection containing 70 % isopropyl alcohol: Wipes Kim Tech Pure, Wipes Prosat Cellulose, Wipe alcohol large 70%, Wipe Swipe Ultra Regular 5X6, dwell time 3 minutes.

**PHC approved Low level disinfectants for ADC Omnicell use: Accel INTERVention wipes (active component: 0.5 % hydrogen peroxide), dwell time 1 minute.

References

1. Omnicell. 2020. Omnicell Equipment Cleaning Guidelines. 60-0251Rev-D. Retrieved from <https://www.omnicell.com/PDFs/Omniceil%20Equipment%20Cleaning%20Covid-19%203-17.pdf>.
2. Providence Health Care (PHC). Cleaning and Disinfection of Equipment/Devices/Surfaces – Infection Control. <http://shop.healthcarebc.ca/phc/PHCDSTs/B-00-16-13004.pdf>.
3. Providence Health Care (PHC). Master Equipment Cleaning List. Principles of Cleaning and Disinfecting Equipment <http://shop.healthcarebc.ca/phc/PHCDSTs/B-00-07-13076.pdf>.
4. Vancouver Coastal Health. Low level cleaning and disinfection. <http://ipac.vch.ca/Documents/Cleaning%20and%20Disinfection/Low%20Level%20Cleaning%20Disinfecting.pdf>.