




Trainee Name: Traevon Daniels

Date: 12/16/2024

MCO - Environmental Orientation Check-list		Orienteer:		Competency Demonstrated	
<a href="http://mayoweb.mayo.edu/env-svc/">http://mayoweb.mayo.edu/env-svc/</a>		Initial when completed		Record date demonstrated and the first initial and last name of the instructor / trainer.	
This section to be completed by Training and Development		Trainee Initial		Instructor / Trainer	
Date					
<b>Online Modules</b>					
1. Mayo Clinic Online Orientation	T.D	Training Development Coordinator		12/16/2024	
2. HIPAA Video training and competency exam	T.D	Training Development Coordinator		12/16/2024	
3. Integrity Video training and competency exam	T.D	Training Development Coordinator		12/16/2024	
4. Respiratory Protection for Airborne Infectious Pathogens	T.D	Training Development Coordinator		12/17/2024	
Issued safety goggles		Training Development Coordinator		12/17/2024	
<b>Review Departmental Policy</b>					
1. Computer Use	T.D	Supervisor/ Training Development Coordinator		12/17/2024	
2. Corridor Storage Rules	T.D	Supervisor/ Training Development Coordinator		12/17/2024	
3. Mayo Dress & Decorum, Department Uniform Policy	T.D	Supervisor/ Training Development Coordinator		12/17/2024	
4. Absence Control/Attendance & Tardiness	T.D	Supervisor/ Training Development Coordinator		12/17/2024	
<b>General Information</b>					
1. Quality Improvement Program	T.D	Training Development Coordinator		12/17/2024	
2. General Procedures and Expectations	T.D	Training Development Coordinator		12/17/2024	
3. Uniform	T.D	Training Development Coordinator		12/17/2024	
4. Review Timecard on-line	T.D	Training Development Coordinator		12/17/2024	
5. Ambulatory & Daily & Discharge Cleaning (Video & High Touch Surfaces)	T.D	Training Development Coordinator		12/19/2024	
<b>Procedure Review (EVS Technicians)</b>					
1. Occupied Daily/ Restroom Cleaning	T.D	Training Development Coordinator		12/19/2024	
2. Discharge Cleaning	T.D	Training Development Coordinator		12/19/2024	
3. Isolations Occupied and Discharge Cleaning	T.D	Training Development Coordinator		12/19/2024	
<b>ERTKA/Emergency Preparedness:</b> Chemical Hazard, Infection Control, Blood-borne Pathogens, Reporting Medical and Non-Medical Emergencies, Safety web, SDS look up	T.D	Training Development Coordinator		12/17/2024	
1. Competency exams (Infection control, ERTKA, and Chemical)	T.D	Training Development Coordinator		12/17/2024	
2. Respirator/TB program submit on-line	T.D	Training Development Coordinator		12/17/2024	



This section to be completed by Supervisor	Trainee Initial	Instructor / Trainer	Date
<b>Specialized Training Sessions</b>			
1. Surgical Suites			
2. Stryker beds (ICU)		Supervisor	
3. Medication Storage		Supervisor	
<b>Supervisor General Information and Policy</b>			
1. Reporting on the job injuries		Supervisor	
2. Breaks/ lunch breaks/ locations		Supervisor	
3. Alcohol, Drug and Chemical Abuse		Supervisor	
4. iPad set-up		Assistant Supervisor	
5. iPad checklist, iPad logging information		Assistant Supervisor	
6. Timekeeping device location and use		Assistant Supervisor	
7. Holidays / PTO / UPTO/On-Line Calendar		Supervisor	
<b>Oracle and Epic Review</b>			
1. Log in, Log into a room, Delay/Hold a room, log out for breaks/ lunch and log out at end of shift		Assistant Supervisor	
2. Review site for revising personal data		Supervisor	
<b>Performance Factors</b>			
1. In Area		Supervisor	
2. On Time		Supervisor	
3. Absence		Supervisor	
4. Quality		Supervisor	
5. Productivity		Supervisor	
<b>PAPR Training</b>		<b>Supervisor/Assistant</b>	
<b>Procedure Review (Custodians/Janitor/EVS Technicians)</b>			
1. Carpet Extractor and Upholstery-Answer Machine			
2. Floor care-Burnisher/ Vacuum Cleaners/Sweeper			
3. Waste/ Recycling/Hazardous Waste-Red bag			
4. Discharge / Isolation Occupied and Discharge Cleaning (RMC)			
<b>Access to Generose -SMC</b>			
Key & Alarm Checklist – mandatory training	On-Line & Hands on Demonstration	Supervisor	
<b>UV Disinfectant Training (UV Safety Laboratories)</b>	On-Line	Supervisor	
Certificated Trainer	Hands on Demonstration	Training Development Coordinator Assistant Supervisor	12/19/2024

Employee   
 Supervisor   
 Training Development Coordinator 

Date 12/19/24  
 Date 12/19/24  
 Date 12/19/24

## Wednesday New Employee Training Documentation

### Occupied Daily Room Cleaning

Employee Initial    Assistant Initial

T.D                      TC

Chemical /Cart/Porter Room Procedure

T.D                      |

Proper Donning/Doffing glove with Hand Hygiene

T.D                      |

AIDET

T.D                      |

Trash Removal

T.D                      |

High Dust

T.D                      |

Disinfect High Touch Surfaces (clockwise or counter clockwise)

T.D                      |

Proper Restroom Procedure (blue microfiber cloth, 44 to cleaned shower and sink, toilet bowl cleaner, toilet last from top to bottom)

T.D                      |

Doffing Gloves, Hand Hygiene, and Stock Supplies

T.D                      |

Flat Mop Method (dust pan and broom)

T.D                      |

Tent Card (name and dated) Thanking Patient

### Occupied Isolation Process

T.D                      TC

Reviewed Isolation Door Card

T.D                      |

Correct Donning of PPE

T.D                      |

Reviewed EVS Isolation Guide for Room Cleaning (review disinfecting for isolation cleaning)

T.D                      |

Correct Doffing of PPE

Print Name & Date

Employee:

 12/19/24

Training Development Coordinator/ Assistant Supervisor:

 12/19/24



Xenex Training

Employee demonstrates the steps (marking them off on this training document)

Employee Initial    Assistant Initial

T.D    TC    Confirm room staging:

- ☐ Confirm bed is unmade
- ☐ Lift all bed rails
- ☐ Open bed table
- ☐ Open keyboard from hanging laptop
- ☐ Open and stagger drawers
- ☐ Expose any high touch areas (sinks, doorknobs, light switches, etc.)
- ☐ Divider curtains are opened and centered
- ☐ Hang all phones, bed remotes and computer mice
- ☐ Expose lift panel located on the foot of patient bed

<u>T.D</u>	<u>TC</u>	Talk through and demonstrate how to use the robot
<u>T.D</u>	<u> </u>	Have employee login with their LAN ID and password
<u>T.D</u>	<u> </u>	Have employee run the robot three X's
<u>T.D</u>	<u> </u>	Document training on the Employee Orientation Checklist

**Print Name & Date**    Employee and trainer sign-off on the training form

Employee:  12/19/24

Training Development  
Coordinator/Assistant:  12/19/24

## Thursday New Employee Training Documentation

### Discharge Patient Room Cleaning

<u>Employee Initial</u>	<u>Assistant Initial</u>	
T.D	TC	Perform Chemical/Cart/Porter Room Procedure
T.D		Logged into BedTracking (Supervisor)
T.D	TC	Proper Donning/Doffing Glove with Hand Hygiene
T.D		Assess the Room
T.D		Medication and Equipment Removal
T.D		Trash and Linen Removal
T.D		High Dust (clockwise or counter clockwise)
T.D		Disinfect High Touch Surfaces (including bed, wall, and inside closet and drawers)
T.D		Proper Restroom Procedure (44 to cleaned shower and sink, toilet bowl cleaner, toilet last from top to bottom)
T.D		Cleaned all Mirrors and White Board with 17 glass cleaner
T.D		Doffed gloves, Hand Hygiene, and Stock Supplies
T.D		Tent Card (name and dated) and Visitor Welcome Pamphlet
T.D		Flat Mop Method (dust pan and brush)

### Discharge Isolation Patient Room Cleaning

T.D	TC	Review Isolation Door Card
T.D		Correct Donning PPE
T.D		Reviewed EVS Isolation Guide for Room Cleaning (reviewed disinfecting for ISO) and steps on disposing items.
T.D		Correct Doffing PPE

Environmental Services  
Discharged Patient Room Cleaning Review

Signature Traevon Daniels Date ~~12/19/24~~ 12/19/24

*Please circle the appropriate answer for each statement below (T for True or F for False) for each statement below.*

1. I should check cubical curtains and if **soiled** I should remove and replace them. ☒ T ☐ F
2. When cleaning a discharge room all linen not in a cupboard is to be removed. ☒ T ☐ F
3. Use the disinfectant on the following areas of the bed.
  - a. Head board, foot board, and hand rails
  - b. Both sides of mattress, springs, frame, and wheels
  - ☒ c. All the above
5. If Medication or Blood Body fluids are left in the room whose is responsible for this.
  - a. EVS staff
  - ☒ b. Nursing
  - c. Leave in the room
6. Clean and shine #35 is the detergent used for cleaning the floors. ☒ T ☐ F
7. When cleaning Blood/Body Fluids (BBF) this is a two-step process, clean and then disinfect the BBF area. ☒ T ☐ F
8. In an Antineoplastic hazardous medication room, how should you remove soiled and bloody linen?
  - a. Place in red biohazard bag, then in blue linen bag
  - ☒ b. Place in trash liner then in blue linen bag
  - c. Place in blue linen bag
9. I will put the room into a delay clean when performing a UV disinfectant. ☒ T ☐ F
10. When preparing the room for UV disinfection the bed is to be made. ☒ T ☒ F

11. Rotate all items in the room example: pillow, remote control, phone, on the second cycle of UV cleaning in the room.

☒ T F

12. The floor needs to be mopped prior to running the Xenex robot.

☒ T F

13. I will run 3 cycles per room, including the bathroom

☒ T F

14. If you have an ante room, you will run another cycle which is 4

☒ T F

15. When I am confused with an item in the room, I should look it up on the responsibility guide

☒ T F

16. Isolation Discharge Cleaning how do I know what items I can discard?

- ☒ a. Look at isolation pocket cards
- b. Ask the PCA or Nurse
- c. Throw away all paper products

17. Where does the Greetings tent card go in the discharge room?

- a. Tray table
- b. Don't leave one
- ☒ c. Bedside table



Environmental Services  
Infection Prevention Review

Signature Traeton Date 12/19/24

*Please circle the appropriate response (T for True or F for False) for each statement below.*

1. In the United States, hospital-acquired infections afflict almost 2 million patients and kill approximately 100,000 people annually. ☒ T F
2. Environmental Services staff should perform hand hygiene before putting on gloves and entering patient rooms. ☒ T F
3. Environmental Services staff should remove gloves prior to exiting a patient Room; and perform hand hygiene immediately after exiting a patient room. ☒ T F
4. Patients are put in isolation to prevent the spread of disease. ☒ T F
5. Good hygiene (washing hands, cover a cough, avoiding direct contact, etc.) is the best way to prevent infections. ☒ T F
6. The microfiber cloth should NEVER be re-dipped in the open bucket method. ☒ T F

*Please circle the appropriate answer for each statement below.*

7. How often should Environmental Services staff change the disinfecting microfiber cloth?
  - a. When unable to achieve appropriate wet contact time
  - ☒ b. When visibly soiled
  - ☒ c. Both a and b
8. In a modified isolation, how often would you need to disinfect housekeeping equipment you brought into the room?
  - a. Weekly
  - b. Daily
  - ☒ c. After every modified isolation room



Environmental Services  
Occupied Patient Room Cleaning Review


Signature  Date 12/18/24

**Multiple Choice:**

*Please circle the appropriate answer for each statement below.*

1. When cleaning a room where do you park your cleaning cart and hamper?
  - a. Outside the porter room
  - ☒ b. In the hallway outside the room you are cleaning
  - c. By the nearest emergency exit
2. If isolation based precautions are in effect how do you know what personal protective equipment to wear?
  - a. Ask the nurse
  - ☒ b. Read the PPE requirements on the isolation door card
  - c. Put on whatever is in the isolation cart
3. What do I do if a high dusting item is located directly above the patients' head?
  - a. Dust the item
  - b. Ask the patient
  - ☒ c. Do NOT dust the item
4. What disinfectant is used to clean horizontal and vertical surfaces?
  - ☒ a. MBS 42
  - b. Multi surface cleaner
  - c. Glass cleaner
5. I should change the MBS 42 in the bucket...
  - ☒ a. Every two hours (break, lunch, break)
  - b. Once a shift
  - c. Twice a shift

**True/ False:**

*Please circle the appropriate response (T for  or F for False) for each statement below.*

6. When removing trash and red bag waste never push down on the top of the container and carry the bags away from your body. ☒ T F
7. It is important that you develop a cleaning pattern, moving from cleanest to dirtiest, and from highest to lowest. ☒ T F

8. High dusting includes the following items: lights, vents, clock, pictures, curtain tracks, TV screen, etc. ☒ T ☐ F

9. The toilet is the last item to be disinfected in the bathroom because it is the dirtiest. ☒ T ☐ F

10. After cleaning the bathroom, I need to remove my gloves and sanitize my hands before restocking supplies. ☒ T ☐ F

11. Is it ok to clean a patient's personal items with our cleaning products? ☐ T ☒ F

11

Environmental Services  
Chemical Cleaning Products Review

Signature Tracy (Tracyon Puricis) Date 12-17-24

*Please circle the appropriate answer for each statement below.*

1. When dispensing cleaning products through the 3M Twist n' Fill dispenser, water temperature should always be:
  - a. As hot as possible
  - b. Very warm
  - ☒ c. Cool
2. What is the dispensing method for MBS 42?
  - a. spray or foam head
  - b. flip top
  - ☒ c. open bucket
3. What is the wet contact time for MBS 42?
  - ☒ a. 5 minutes
  - b. 7 minutes
  - c. 3 minutes
4. Bathroom mirrors and whiteboards are cleaned with:
  - ☒ a. Glass cleaner #17
  - b. Bathroom Cleaner #44 (mild acid)
  - c. MBS 42
5. To remove soap scum and scale from bathroom surfaces including plastic, porcelain, ceramic, fiberglass, and fixtures use:
  - a. Glass cleaner #17
  - ☒ b. Bathroom Cleaner #44 (mild acid)
  - c. MBS 42
6. In the health care setting what type of chemical actively kills germs?
  - a. Cleaner
  - b. Detergent
  - ☒ c. Disinfectant



7. It is ok to mix chemicals.

T

F

8. When you are finished dispensing products from the 3M Twist n' Fill dispenser always remember to:

- a. Leave the chemical product for the next person
- ☒ b. Remove cartridge and return it to the shelf/ rack
- c. Quickly return to work



9. What is the wet contact time for PDI Bleach wipes?

- a. 10 minutes
- ☒ b. 1 minute
- ☒ c. 4 minutes

10. What should you do if the label on a chemical product is worn off?

- ☒ a. Report it to your supervisor and get a new label
- b. Hide it on your cart
- c. Use it product really fast before Joint Commission catches you

11. On the 3M twist and fill station, should you press the banjo and flush the line with water after dispensing a cleaning chemical?

T

F



Environmental Services  
ERTKA Review

Signature Trautman D Date 12/17/24

*Please circle the appropriate response (T for True or F for False) for each statement below.*

1. Employee Right to Know information tells you about the hazards of your job. ☒ T ☐ F
2. The hazards in your work are infectious agents (germs) and hazardous substances (chemicals). ☒ T ☐ F
3. If you are assigned a job that is hazardous, and are not given any protective equipment (gloves, gown, etc.), you can refuse to do the job until protective equipment is provided. ☒ T ☐ F

**Hazardous Substances (Cleaning Products)**

4. The cleaning (chemicals) products we use in our department do not need to be labeled. ☐ T ☒ F
5. If you have a question regarding the safety of a product you are using, you should ask the supervisor for more information. ☒ T ☐ F
6. The information sheets (safety data sheets) for the cleaning products are kept on the safety website or on the go toolkit. ☒ T ☐ F
7. If you get chemicals on your skin, you do not need to wash them off unless they cause a burning feeling on the skin. ☐ T ☒ F
8. Breathing in the vapors or mists of cleaning products (chemicals) can make you dizzy or give you a headache. ☒ T ☐ F
9. Chemicals that you have on your hands can be accidentally transferred to your mouth if you do not wash your hands before eating. ☒ T ☐ F

**Infectious Agents (Diseases / Germs)**

11. Patients are put in isolation to prevent the spread of diseases. ☒ T ☐ F
12. Airborne illnesses (like TB) require a special respirator to be worn which filters out the small infectious droplets. ☒ T ☐ F

13. Contact transmitted illnesses like HIV or Hepatitis B are acquired from touching or being splashed with blood or body fluids (to skin, eyes, nose and mouth). A gown and gloves are used to prevent contacts. ☒ T ☐ F
14. Blood and body fluids require cleanup with a disinfectant product that will kill bacteria or virus. ☒ T ☐ F
15. Washing your hands has NO affect on preventing the spread of germs. ☐ T ☒ F
16. You only need to report exposures to germs if the exposure occurred in an isolation room. ☐ T ☒ F

**Emergency Preparedness**

17. To report a Fire, Flood or Chemical Spill you should call 911. ☒ T ☐ F
18. If one of my coworker's faints, has a heart attack, or other medical emergency I should call 911 to get emergency medical assistance. ☒ T ☒ F
19. If a decision is made to evacuate the building I am in. I do not need to worry about the patients. I should just get myself out of the building. ☐ T ☒ F
20. During a Tornado, patient's, visitors, and workers, all need to get into the central corridors away from windows and doors. ☒ T ☐ F

Trainee Name: Benjamin Crofton

Date: 12/16/2024

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<b>Oracle and Epic Review</b>			
1. Log in, Log into a room, Delay/Hold a room, log out for breaks/ lunch and log out at end of shift		Assistant Supervisor	
2. Review site for revising personal data		Supervisor	
<b>Performance Factors</b>			
1. In Area		Supervisor	
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<b>PAPR Training</b>		<b>Supervisor/Assistant</b>	
<b>Procedure Review (Custodians/Janitor/EVS Technicians)</b>			
1. Carpet Extractor and Upholstery-Answer Machine			
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Certificated Trainer	Hands on Demonstration	Training Development Coordinator Assistant Supervisor	12/19/2024

Employee  
Supervisor

*[Signature]*

Training Development Coordinator

*[Signature]*

Date  
Date  
Date

*12/19/24*

*12/19/24*



## Wednesday New Employee Training Documentation

### Occupied Daily Room Cleaning

Employee Initial    Assistant Initial

BC	TC	Chemical /Cart/Porter Room Procedure
BC		Proper Donning/Doffing glove with Hand Hygiene
BC		AIDET
BC		Trash Removal
BC		High Dust
BC		Disinfect High Touch Surfaces (clockwise or counter clockwise)
BC		Proper Restroom Procedure (blue microfiber cloth, 44 to cleaned shower and sink, toilet bowl cleaner, toilet last from top to bottom)
BC		Doffing Gloves, Hand Hygiene, and Stock Supplies
BC		Flat Mop Method (dust pan and broom)
BC		Tent Card (name and dated) Thanking Patient

### Occupied Isolation Process

BC	TC	Reviewed Isolation Door Card
BC		Correct Donning of PPE
BC		Reviewed EVS Isolation Guide for Room Cleaning (review disinfecting for isolation cleaning)
BC		Correct Doffing of PPE

### Print Name & Date

Employee: Benjamin Gustafson 12/14/24

Training Development Coordinator/ Assistant Supervisor: Tina Lee 12/19/24



## Thursday New Employee Training Documentation

### Discharge Patient Room Cleaning

Employee Initial    Assistant Initial

BC	TC	Perform Chemical/Cart/Porter Room Procedure
BC		Logged into BedTracking (Supervisor)
BC	TC	Proper Donning/Doffing Glove with Hand Hygiene
BC		Assess the Room
BC		Medication and Equipment Removal
BC		Trash and Linen Removal
BC		High Dust (clockwise or counter clockwise)
BC		Disinfect High Touch Surfaces (including bed, wall, and inside closet and drawers)
BC		Proper Restroom Procedure (44 to cleaned shower and sink, toilet bowl cleaner, toilet last from top to bottom)
BC		Cleaned all Mirrors and White Board with 17 glass cleaner
BC		Doffed gloves, Hand Hygiene, and Stock Supplies
BC		Tent Card (name and dated) and Visitor Welcome Pamphlet
BC		Flat Mop Method (dust pan and brush)

### Discharge Isolation Patient Room Cleaning

BC	TC	Review Isolation Door Card
BC		Correct Donning PPE
BC		Reviewed EVS Isolation Guide for Room Cleaning (reviewed disinfecting for ISO) and steps on disposing items.
BC		Correct Doffing PPE

Xenex Training

Employee demonstrates the steps (marking them off on this training document)

Employee Initial    Assistant Initial

BC

TC

Confirm room staging:

- ☐ Confirm bed is unmade
- ☐ Lift all bed rails
- ☐ Open bed table
- ☐ Open keyboard from hanging laptop
- ☐ Open and stagger drawers
- ☐ Expose any high touch areas (sinks, doorknobs, light switches, etc.)
- ☐ Divider curtains are opened and centered
- ☐ Hang all phones, bed remotes and computer mice
- ☐ Expose lift panel located on the foot of patient bed

BC

TC

Talk through and demonstrate how to use the robot

BC

|

Have employee login with their LAN ID and password

BC

|

Have employee run the robot three X's

BC

|

Document training on the Employee Orientation Checklist

**Print Name & Date**    Employee and trainer sign-off on the training form

Employee: Benjamin Crockett 12/19/24

Training Development  
Coordinator/Assistant: Jim Col 12/19/24

Environmental Services  
Chemical Cleaning Products Review

Signature Benjamin Croston Date 12/17/24

*Please circle the appropriate answer for each statement below.*

1. When dispensing cleaning products through the 3M Twist n' Fill dispenser, water temperature should always be:
  - a. As hot as possible
  - b. Very warm
  - ☒ c. Cool
2. What is the dispensing method for MBS 42?
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  - c. MBS 42
6. In the health care setting what type of chemical actively kills germs?
  - a. Cleaner
  - b. Detergent
  - ☒ c. Disinfectant



7. It is ok to mix chemicals.

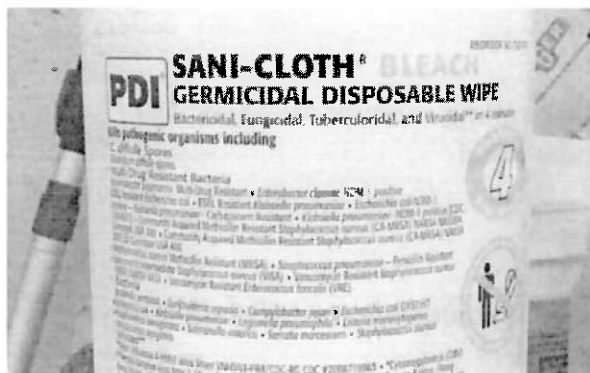
no

T

F

8. When you are finished dispensing products from the 3M Twist n' Fill dispenser always remember to:

- a. Leave the chemical product for the next person
- ☒ b. Remove cartridge and return it to the shelf/ rack
- c. Quickly return to work



9. What is the wet contact time for PDI Bleach wipes?

- a. 10 minutes
- ☒ b. 1 minute
- ☒ c. 4 minutes

10. What should you do if the label on a chemical product is worn off?

- ☒ a. Report it to your supervisor and get a new label
- b. Hide it on your cart
- c. Use it product really fast before Joint Commission catches you

11. On the 3M twist and fill station, should you press the banjo and flush the line with water after dispensing a cleaning chemical?

T

F

Yes but after you put the chemical away

Environmental Services  
ERTKA Review

Signature Benjamin C. O'Neil

Date

12/17/24

*Please circle the appropriate response (T for True or F for False) for each statement below.*

1. Employee Right to Know information tells you about the hazards of your job. ☒ T ☐ F
2. The hazards in your work are infectious agents (germs) and hazardous substances (chemicals). ☒ T ☐ F
3. If you are assigned a job that is hazardous, and are not given any protective equipment (gloves, gown, etc.), you can refuse to do the job until protective equipment is provided. ☒ T ☐ F

**Hazardous Substances (Cleaning Products)**

4. The cleaning (chemicals) products we use in our department do not need to be labeled. ☐ T ☒ F
5. If you have a question regarding the safety of a product you are using, you should ask the supervisor for more information. ☒ T ☐ F
6. The information sheets (safety data sheets) for the cleaning products are kept on the safety website or on the go toolkit. ☒ T ☐ F
7. If you get chemicals on your skin, you do not need to wash them off unless they cause a burning feeling on the skin. ☐ T ☒ F
8. Breathing in the vapors or mists of cleaning products (chemicals) can make you dizzy or give you a headache. ☒ T ☐ F
9. Chemicals that you have on your hands can be accidentally transferred to your mouth if you do not wash your hands before eating. ☒ T ☐ F

**Infectious Agents (Diseases / Germs)**

11. Patients are put in isolation to prevent the spread of diseases. ☒ T ☐ F
12. Airborne illnesses (like TB) require a special respirator to be worn which filters out the small infectious droplets. ☒ T ☐ F

13. Contact transmitted illnesses like HIV or Hepatitis B are acquired from touching or being splashed with blood or body fluids (to skin, eyes, nose and mouth). A gown and gloves are used to prevent contacts.

☒ T

☐ F

14. Blood and body fluids require cleanup with a disinfectant product that will kill bacteria or virus.

☒ T

☐ F

15. Washing your hands has NO affect on preventing the spread of germs.

☐ T

☒ F

16. You only need to report exposures to germs if the exposure occurred in an isolation room.

☒ T

☐ F

### Emergency Preparedness

17. To report a Fire, Flood or Chemical Spill you should call 911.

☒ T

☐ F

18. If one of my coworker's faints, has a heart attack, or other medical emergency I should call 911 to get emergency medical assistance.

☒ T

☐ F

19. If a decision is made to evacuate the building I am in, I do not need to worry about the patients. I should just get myself out of the building.

☐ T

☒ F

20. During a Tornado, patient's, visitors, and workers, all need to get into the central corridors away from windows and doors.

☒ T

☐ F

Environmental Services  
Occupied Patient Room Cleaning Review

Signature Ben Ciro + HUN Date 12/10/24

**Multiple Choice:**

*Please circle the appropriate answer for each statement below.*

1. When cleaning a room where do you park your cleaning cart and hamper?
  - a. Outside the porter room
  - ☒ b. In the hallway outside the room you are cleaning
  - c. By the nearest emergency exit
2. If isolation based precautions are in effect how do you know what personal protective equipment to wear?
  - a. Ask the nurse
  - ☒ b. Read the PPE requirements on the isolation door card
  - c. Put on whatever is in the isolation cart
3. What do I do if a high dusting item is located directly above the patients' head?
  - a. Dust the item
  - b. Ask the patient
  - ☒ c. Do NOT dust the item
4. What disinfectant is used to clean horizontal and vertical surfaces?
  - ☒ a. MBS 42
  - b. Multi surface cleaner
  - c. Glass cleaner
5. I should change the MBS 42 in the bucket...
  - ☒ a. Every two hours (break, lunch, break)
  - b. Once a shift
  - c. Twice a shift

**True/ False:**

*Please circle the appropriate response (T for True or F for False) for each statement below.*

6. When removing trash and red bag waste never push down on the top of the container and carry the bags away from your body. ☒ T F
7. It is important that you develop a cleaning pattern, moving from cleanest to dirtiest, and from highest to lowest. ☒ T F

8. High dusting includes the following items: lights, vents, clock, pictures, curtain tracks, TV screen, etc.

☒ T

F

9. The toilet is the last item to be disinfected in the bathroom because it is the dirtiest.

☒ T

F

10. After cleaning the bathroom, I need to remove my gloves and sanitize my hands before restocking supplies.

☒ T

F

11. Is it ok to clean a patient's personal items with our cleaning products?

T

☒ F



Environmental Services  
Discharged Patient Room Cleaning Review

Signature

BEN CROFTON

Date

12/19/24

Please circle the appropriate answer for each statement below (T for True or F for False) for each statement below.

1. I should check cubical curtains and if **soiled** I should remove and replace them.

☒ T

F

2. When cleaning a discharge room all linen not in a cupboard is to be removed.

☒ T

F

3. Use the disinfectant on the following areas of the bed.

a. Head board, foot board, and hand rails

b. Both sides of mattress, springs, frame, and wheels

☒ c. All the above

5. If Medication or Blood Body fluids are left in the room whose is responsible for this.

a. EVS staff

☒ b. Nursing

c. Leave in the room

6. Clean and shine #35 is the detergent used for cleaning the floors.

☒ T

F

7. When cleaning Blood/Body Fluids (BBF) this is a two-step process, clean and then disinfect the BBF area.

☒ T

F

8. In an Antineoplastic hazardous medication room, how should you remove soiled and bloody linen?

a. Place in red biohazard bag, then in blue linen bag

☒ b. Place in trash liner then in blue linen bag

c. Place in blue linen bag

9. I will put the room into a delay clean when performing a UV disinfectant.

☒ T

F

10. When preparing the room for UV disinfection the bed is to be made.

☒ T

F

11. Rotate all items in the room example: pillow, remote control, phone, on the second cycle of UV cleaning in the room.

☒ T F

12. The floor needs to be mopped prior to running the Xenex robot.

☒ T F

13. I will run 3 cycles per room, including the bathroom

☐ T ☒ F

14. If you have an ante room, you will run another cycle which is 4

☒ T F

15. When I am confused with an item in the room, I should look it up on the responsibility guide

☒ T F

16. Isolation Discharge Cleaning how do I know what items I can discard?

- ☒ a. Look at isolation pocket cards
- b. Ask the PCA or Nurse
- c. Throw away all paper products

17. Where does the Greetings tent card go in the discharge room?

- a. Tray table
- b. Don't leave one
- ☒ c. Bedside table

Environmental Services  
Infection Prevention Review

Signature Ben Clifton

Date 12/19/24

*Please circle the appropriate response (T for True or F for False) for each statement below.*

1. In the United States, hospital-acquired infections afflict almost 2 million patients and kill approximately 100,000 people annually. ☒ T F
2. Environmental Services staff should perform hand hygiene before putting on gloves and entering patient rooms. ☒ T F
3. Environmental Services staff should remove gloves prior to exiting a patient Room; and perform hand hygiene immediately after exiting a patient room. ☒ T F
4. Patients are put in isolation to prevent the spread of disease. ☒ T F
5. Good hygiene (washing hands, cover a cough, avoiding direct contact, etc.) is the best way to prevent infections. ☒ T F
6. The microfiber cloth should NEVER be re-dipped in the open bucket method. ☒ T F

*Please circle the appropriate answer for each statement below.*

7. How often should Environmental Services staff change the disinfecting microfiber cloth?
  - a. When unable to achieve appropriate wet contact time
  - b. When visibly soiled
  - ☒ c. Both a and b
8. In a modified isolation, how often would you need to disinfect housekeeping equipment you brought into the room?
  - a. Weekly
  - b. Daily
  - ☒ c. After every modified isolation room

