



Parish Dental Practice Policy: Premises Cleaning

Policy Statement:

Parish Dental Practice is committed to maintaining a clean and hygienic environment. This policy outlines our approach to cleaning the premises, ensuring a high standard of cleanliness to prevent the spread of infections and provide a safe, welcoming space for patients and staff.

Objective:

To establish and maintain rigorous cleaning procedures that ensure the practice premises, including all patient care and staff areas, are consistently clean and well-maintained.

Scope:

This policy applies to all cleaning activities within Parish Dental Practice, encompassing patient treatment areas, waiting rooms, restrooms, staff areas, and any other public or private spaces within the premises.

Detailed Procedures:

1. Cleaning Schedule and Checklist:

- Develop a comprehensive cleaning schedule that covers daily, weekly, and monthly cleaning tasks.
- Use checklists to ensure all areas are cleaned thoroughly and consistently.

2. Cleaning Standards and Protocols:

- Define specific cleaning protocols for different areas, especially for treatment rooms which require strict infection control measures.
- Ensure that cleaning procedures comply with health and safety regulations.

3. Use of Cleaning Agents and Equipment:

- Specify appropriate cleaning agents and equipment for different types of surfaces and areas.
- Provide training on the correct use and handling of cleaning chemicals and equipment.

4. Special Cleaning Procedures:

- Implement specialized cleaning procedures for spillage of biohazardous materials or other contamination incidents.
- Maintain a spill kit with necessary materials for quick response.





5. Staff Training and Responsibilities:

- Provide regular training for staff on cleaning protocols, including the proper use of personal protective equipment (PPE).
- Assign cleaning responsibilities clearly, whether to in-house staff or external cleaning services.

6. Monitoring and Quality Control:

- Regularly inspect the premises to ensure cleaning standards are maintained.
- Solicit feedback from staff and patients on the cleanliness of the practice.

7. Waste Disposal:

- Follow correct procedures for waste segregation and disposal, especially for clinical and hazardous waste.
- Ensure waste disposal areas are kept clean and orderly.

8. Record Keeping:

- Maintain records of cleaning schedules, checklists, and incident reports.
- Keep an inventory of cleaning supplies and equipment.

9. Health and Safety Compliance:

- Comply with all relevant health and safety guidelines related to premises cleaning and maintenance.
- Ensure all staff are aware of and adhere to these guidelines.

10. Policy Review and Improvement:

- Regularly review and update the cleaning policy and procedures to reflect new guidelines, feedback, or changes in practice operations.

Enhanced Responsibility and Compliance:

- **Practice Manager:** Responsible for overseeing the implementation of the cleaning policy, ensuring standards are met, and coordinating training.
- **Cleaning Staff or Service Providers:** Accountable for executing the cleaning tasks as per the defined schedule and protocols.
- **All Staff Members:** Expected to maintain cleanliness in their work areas and report any issues or hazards related to cleaning or maintenance.

This policy ensures that Parish Dental Practice upholds high standards of cleanliness and hygiene, which is crucial for patient safety and confidence in the practice. Regular training, monitoring, and adherence to cleaning protocols are key to the successful implementation of this policy.

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