

Department of Health
The Provision of Cleaning and Laundry Services for:
Sylvia Richardson Care Facility (SRCF) and St. George's Health Centre (SHC)

| SRCF – Cleaning and Laundry Scope of Work | |
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| CLEAN, DUST, SANITIZE, VACUUM AND STEAM CLEAN, TRASH REMOVAL, TIDY ETC. | |
| DAILY (or multiple times as required) | WEEKLY (or multiple times as required) |
| Foyer/Lobby, Café lounge and front desk areas steam and clean all frequently touched surfaces | Clean all refrigerators in suites and apartments |
| Public and visitors bathrooms | Clean and dust Director's office |
| Administrator and Administration offices | Elevator floors, buttons and doors |
| Activity room | Bed rails, headboards, foot boards, under mattresses. |
| All/any frequently touched surfaces, as per pandemic guidance as applicable. | 3rd floor Meeting room |
| Bedroom Suites and bathrooms (including occupied apartments) - Daily check and daily clean all frequently touched surfaces. Full cleaning every other day or as required. | Sanitize all Tub Rooms & Tubs |
| Unoccupied rooms/ apartments - clean every other day as required | Sweep/steam All stairwells |
| All Nurses' stations – All frequently touched surfaces. | Dust, clean Environmental Co//Chef's office |
| All public bathrooms, staff and visitors including fixtures and doorknobs - DAILY | Clean Physio room / gym, Handymen's office |
| All Hallways/Common areas and handrails | Salon |
| Kitchen floors sweep and steam | Clean Staffroom common areas and locker rooms |
| Dining areas on each floor sweep and steam after each meal | Clean court yard outside café lounge |
| Main Dining room floors after each meal | Sweep & Mop basement |
| | Verandahs & outdoor living spaces |
| Clean area around service door and trash compactor | Furniture cleaning |
| Empty all trash cans waste paper | Wash chair covers |
| Change all bed linens; wash, fold and pack away | Clean main lobby door glass |
| Wash, fold and return resident general clothing | Clean lobby and Café lounge door windows |
| Handle laundering of all laundry daily | Clean medicine cabinets, do high dusting, wall picture frames, closets |
| Clean and dust all common areas and frequently touched surfaces, including handrails | Other areas: closets, janitor's room, main laundry, laundry rooms on each floor, storage closets and other areas as required. |
| MONTHLY | Bi-MONTHLY, QUARTERLY OR 6 MONTHLY |
| Clean front facing windows inside and out | Deep clean scrub all public space hard floors, steam furniture as required |
| Shampoo carpets | Special dust removal , clean /dust off drapes and curtains |
| Clean Wheelchairs as directed | Deep clean kitchen |
| ANY OTHER CLEANING RELATED DUTIES AS REQUIRED TO ENSURE ORDER AND CLEANLINESS | Dust vents and ceiling fans |

Compliance with isolation protocols as directed by the Nursing staff