

Daily Housekeeping Activities

Month:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Check housekeeping supplies in tote/cart: *approved sanitizers and/or disinfectants (labeled) *supplies (gloves, paper towels, soap, toilet paper, facial tissue, single service cups, etc.)																																
Clean and sanitize all food contact surfaces in main kitchen and dining area (before/after meal preparation)																																
Empty trash from rooms, bathrooms, living areas, kitchen, laundry, etc.																																
Check supply of soap and paper towels at all handwashing sinks																																
Check supply of toilet paper, facial tissue, single service cups, etc. in all bathrooms																																
Clean lint from dryer screen after each load																																
Clean and disinfect all bathrooms (check facility policy) Clean and disinfect personal/resident humidifiers																																
Check for housekeeping work orders; request work orders for maintenance																																

03/13/06

Ensure power is disconnected from equipment prior to inspection and service.

Notes: _____

