

Month: _____ Year: _____ Arc Wayne Harrison Disinfecting Checklist

Entry/Office Areas		Shift	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
Disinfect Countertops, entry doors, door jams, door handles, seating area furniture, light switches	Time																																
	Initials																																
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Restrooms		Shift	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
Disinfect doors push plates and jams, sink counter, faucet, soap dispenser, towel dispenser, stall doors and walls, commode, sanitary disposal units, toilet paper holder	Time																																
	Initials																																
	Time																																
	Initials																																
Conference/Break Room		Shift	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
Disinfect doors push plates and jam, light switches, table tops, chairs, counters, dispenser, fridge handle, microwave, and sink	Time																																
	initials																																
	Time																																
	Initials																																

Reviewed By:

Name

Title

Date

Name

Title

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When using an electrostatic sprayer on an area, place an "ES" above the staff initial for that area.