

Cleaning Schedule for Staff

COVID-19 (Novel Coronavirus)

- 1) Disinfectant wipes will be provided at all clinics - *Reynard Premier Disinfectant Wipes*
- 2) Clean all 'contact areas' upon arrival to your room, perform hand hygiene once complete:
 - Workstation
 - Door handles
 - Armchairs
 - Plinths
 - Computers
 - Phones including personal cell phones
 - Equipment utilised including pens
- 3) Pillows will be stored unless needed. Towels will be available for use if it is required. Dispose of all used towels in sealed rubbish bag, located in the laundry basket in the designated location in the clinic.
- 4) There will be foam roller provided to place under body parts if needed. Make sure you perform hand hygiene before and after application. If pillows are needed to be placed under body parts, please apply new pillowcase to the available pillow/s, and remove and put into sealed bag in laundry once finished.
- 5) Once finished with a client, rebook them within the treatment room.
- 6) Once finished step (5) please collect payment from the client using pay wave. Gently wipe the EFTPOS terminal and other electronics touched once complete.
- 7) Perform hand-hygiene once complete and wipe down all surfaces touched with the disinfectant wipes.
- 8) Regularly remind the client about hand hygiene and 1-2m distancing. Bring their attention to the closest hand sanitiser unit.
- 9) Please ensure you are wearing a facemask for the duration of your appointments with patients.

