

Process Cleaning Solutions



The Process and it's tools

The Survey

The first thing to establish is the number of areas to be cleaned, the number of staff facilitating the cleaning and finally whether disinfection is required after cleaning.

The Areas

Establishing the number of areas within the facilities is a critical step to this process. Areas are defined as patient rooms, restrooms, offices, dining rooms, hallways, utility rooms, meeting rooms etc. This is not an exact science as some areas may require more or less than one cloth but generally speaking this is the most accurate approach. When adding up the areas keep in mind this is hard floor areas. Although Microclean can also be used on carpet, we need to only add up hard floor surfaces to establish the quantity of Reflex cloths needed.

Add up all the areas and multiply by 1 Microfibre and by 1 Reflex cloth. Make sure to add in some extra Microfibres as you need them to follow the wet when cleaning glass, stainless and mirrors. Having a few extra Reflex cloths and Microfibres are a good ting.

For example 20 areas would require 20 Microfibres and 20 Reflex cloths plus a few extra Microfibres 5 or 6 for glass etc. You then take that number, 25 and multiply by 3 days. This will allow a cushion for the cleaning staff and allow time for the laundering process.

The Staff

Take the total number of areas and divide by the number or staff facilitating the cleaning. This will give you the number of sets of tools. Each set comprises of charging buckets (different sizes available), reflex tool, flip top microclean bottle and PCS 1000 disinfectant wiper bucket if required.

The Cloths

Once you have established the staff available and the areas to be cleaned by each individual, allocate the Microfibre and Reflex cloths assigned to each area and add them to their set of tools.

The amount of areas to be cleaned by each staff member will determine the size and quantities of the charging buckets.

The Charging Buckets

6L=15 cloths, 10L=25 cloths and 14L=40 cloths. This number of cloths can be a combination of Microfibre cloths and Reflex cloths. The configuration is not important, however the total amount is.



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To Disinfect or not to Disinfect

The final step in the survey process is to establish whether touch areas require disinfection after cleaning. In most cases disinfection is really not required as we are now in the removal process rather than the killing process. However, certain clients especially in healthcare will require disinfection procedures which are easy to accommodate.

The Setup

Once you have established the size of charging buckets it is now time to add the Microclean, cold water and cloths to be charged. Assuming you are using both Microfibres and Reflex cloths in your buckets, the amount of water and Microclean would be as follows;

- 6L=3L water+1/2 ounce Microclean (15cloths)
- 10L=5L water+1/2 ounce Microclean (25cloths)
- 14L=7L water+1 ounce Microclean (40 cloths)



Once you have put the appropriate amount of water and Microclean into the buckets, slowly place the folded cloths into the charging buckets. Make sure that you place the cloths in such a way that you have access to Reflex and Microfibre cloths (sideways). Note: the amount of water may have to be adjusted depending on cloth configuration.

Disinfection Setup

If disinfection is required, take a PCS bucket and place 1 roll of PCS wipers (90 per roll) into the bucket. Find center of wiper and thread through lid. Take 1-2L of selected PCS disinfectant and carefully pour over the wiper ensuring all product is poured into bucket. Replace lid ensuring all sides are pressed down securely.



Cart Checklist

Now place the charging buckets complete with water, Microclean and cloths along with the filled disinfection bucket (if required) onto your cart and gather the rest of your tools.

The Reflex tool, a Microclean flip top bottle filled with ¼ ounce of Microclean and cold water, dry Microfibre cloths for the mirrors, glass and stainless, a container (can be as simple as a garbage bag) for soiled cloths, bowl swab, 946ml of Microclean and extra Reflex and Microfibre cloths so that you can refill the charging bucket once empty at any time without having to go back to a janitor's closet.



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The Cleaning

No matter the area you are cleaning, the process will remain the same. Take one folded charged Microfibre out of the bucket and using the first of the sides available start with the cleanest area and wipe. If this first surface is glass, mirrors or stainless you will have to follow the wet Microfibre with a dry Microfibre to produce the desired affect.

Initially as you clean you will notice the residue on the cloths as you are now in the process of removing layers of residue from detergents and/or surfactants. Once the first side is soiled, turn the cloth over and use the second side. Once all sides have been used, place the dirty cloth into the laundry container and take another cloth from the charging bucket.

It is important to understand that once a cloth leaves the charging bucket it is never returned to it. This process will produce cleaning free of cross-contamination.

Continue to clean all the above ground surfaces. Remember that you can clean just about anything with Microclean. The rule of thumb is that if the surface can be touched with water, then it can safely be cleaned with Microclean.

Remember that these charged cloths also work great as a damp dusting cloth.

When cleaning toilet bowls and urinals it is important to apply a liberal dose of diluted Microclean from the flip top bottle under the rim prior to cleaning with the charged Microfibre. Toilet bowls, however must first be free of the water and therefore must be plunged first using your bowl swab.

As we are now moving towards eliminating dust mopping the charged Reflex cloths become the perfect compliment to our cleaning process. Once the above ground surfaces have been cleaned you now take a Reflex cloth from the charging bucket, attach it correctly to the Reflex tool. Starting from the furthest point from the door (if applicable) clean the floor. There is no need to dry dust mop first, the moistened Reflex cloth dust and damp mops at the same time.

One of the benefits of this process is that the tools are self-regulating. Just as the Microfibre reminds you when they are soiled and need to be changed, this is also true of the Reflex cloths. As the Reflex cloths begin to absorb the soil loads from the floors, they will start to become dry and visibly soiled. Once you have used both sides of the cloth, this will be your queue to remove it from the Reflex tool and take a fresh one from the charging bucket.



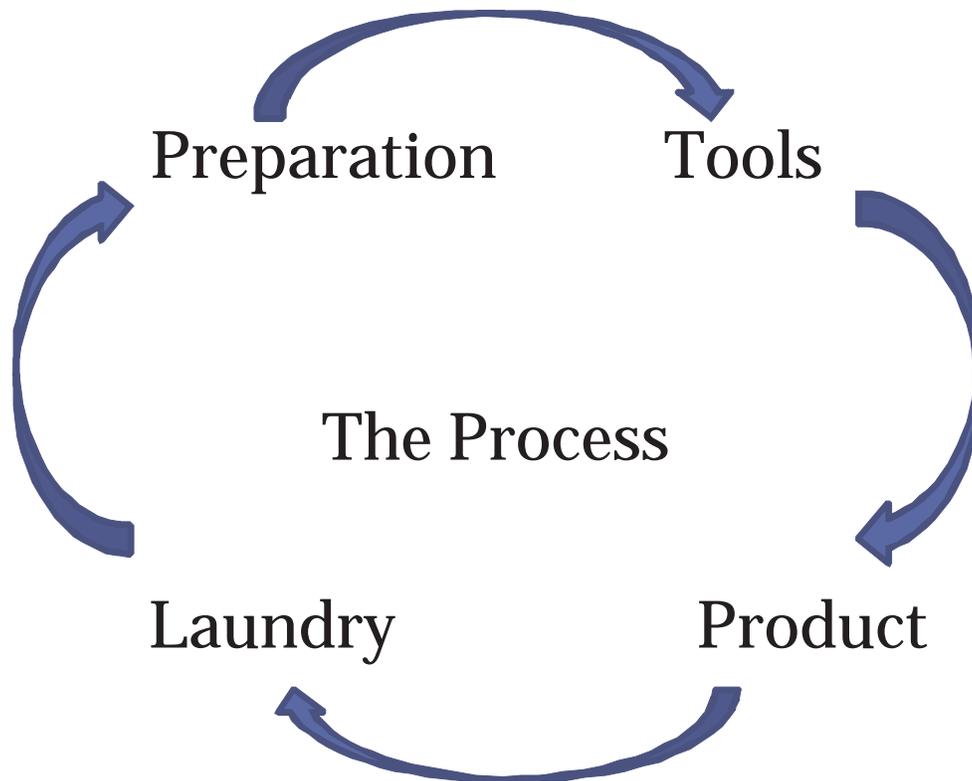
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The Laundering Process

It is important to recognize that the quality and/or ability to clean properly is directly related to the cleanliness of your tools. It is imperative to start with cleaning tools that are not contaminated hence the importance of the laundering step. All cloths that have been charged whether used or not must be laundered at the end of the day. This must be accomplished in a machine separate from all other cloths, linens and mops, and only with Microlaundry and PCS Destainer.



PCS and the Cleaning Circle



Conclusion

It is imperative to understand and honour this Process. The only way this cleaning system will fail is if the circle is broken. Each component of this process is dependant on the other for success. Change, alter or remove a component and the process will fall apart and fail. Maintain the integrity of the process and it's procedures and it will succeed every time. Use the ATP monitor to qualify and quantify the results.

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