

CLEANING, DISINFECTING AND SANITIZING GUIDELINES

CLEANING: Removing dirt, grease, debris and many germs by scrubbing with soap (detergent) and water.

DISINFECTING: Killing disease causing germs on surfaces. This process is accomplished by use of bleach solutions, commercially prepared products (germicides) or physical agents such as high heat.

SANITIZING: Reducing the number of disease causing germs to a “safe level” by using one of the disinfecting methods.

LABEL ALL SPRAY BOTTLES WITH THE SOLUTION CONTENTS

**Recipe for Bleach GENERAL PURPOSE and
DIAPER AREA Solution**

**1/4 cup bleach
1 gallon of cool water**

OR

**1 tablespoon bleach
1 quart cool water**

**Recipe for SOAKING Solution
(For use on toys, eating utensils, etc.)**

**1 tablespoon bleach
1 gallon cool water
(Soak 2 Minutes and Air Dry)**

You do not need to buy commercially sold disinfectants, since any of these recommended bleach solutions can be made easily at very little cost. However, you do need to make any bleach solution each day because bleach loses its strength (and thus its effectiveness) as it is exposed to air. Store the solution in a labeled spray bottle in an area inaccessible to children.

DISINFECTING SCHEDULE

All items must be cleaned prior to disinfecting.

HOW OFTEN	ITEMS TO BE DISINFECTED	SOLUTION USED
Daily	Hard surfaced or washable toys (frequently mouthed by children) Crib rails Bathroom door knobs Bathroom sinks, sink faucet handles Toilets, flush handles Sink/faucet handles All washable floors Trash cans Telephone receivers Drinking fountains Kitchen counters Water tables (if used that day)	General Purpose or Soaking General Purpose General Purpose General Purpose Diaper Area General Purpose General Purpose General Purpose General Purpose General Purpose General Purpose
Weekly	Cot frames (immediately if soiled), door knobs, light switches, shelves or other hard surfaces touched by children Children's chairs Pet areas Cloth (washable) toys, dress up clothes Mats Low shelves Refrigerators	General Purpose General Purpose General Purpose Washed with detergent, rinsed and dried General Purpose General Purpose General Purpose
Monthly	Cots (immediately if soiled) Carpets Shelves Walls Doors	General Purpose General Purpose General Purpose General Purpose General Purpose
Before Use	Food preparation area Food serving tables (eating tables)	General Purpose General Purpose
After Use	Diapering area surfaces Food preparation area Food preparation tools, dishes, equipment, and flatware Bottles, nipples and nipple covers	Diaper Area General Purpose Soaking Solution Heat Only
Immediately	Any surface that has been soiled with urine, stool, mucous, vomit, blood or nasal discharge	Diaper Area