

Routine Exam Room Cleaning Checklist

The following steps should be taken by practice staff for routine cleaning of exam rooms **after each patient** whether the patient is fully clothed throughout the visit or not. (Also, encourage patients to use hand sanitizer upon arrival and before leaving exam room.)

- Perform hand hygiene and don gloves.
- Remove the linen/paper covering on the exam table.
- Wipe down the exam table with hospital-approved disinfectant wipes and allow to air dry per manufacturer's instructions on container.
- If a pillow is used, use and change disposable covers after every patient.
- Use hospital-approved disinfectant to thoroughly wipe down all non-disposable equipment that touches patients and allow to air dry per manufacturer's instruction on container. This includes but is not limited to:
 - Blood pressure cuff/vital sign stand
 - Stethoscope
 - Otoscope
 - Thermometer
 - Oximeter (use alcohol swab, not disinfectant wipes)
 - Other
- Use hospital-approved disinfectant to thoroughly wipe down all high-touch surfaces that have been touched by the patient and/or staff and allow to air dry per manufacturer's instructions on container. This includes but is not limited to:
 - All horizontal surfaces (countertops and tables)
 - Chairs
 - Telephones
 - Keyboards, mouse, WOW
 - Door handles
 - Other
- Follow practice guidelines to indicate room and/or equipment has been cleaned/disinfected.
- Remove gloves and perform hand hygiene.

Please refer to the [Infection Control website](#) and/or <https://apollo.massgeneral.org/coronavirus/> for information about cleaning of special equipment, instruments, patients under aerosol-generating procedures, or patients with isolation status.