

STANDARD OPERATING PROCEDURE (SOP)

CLEANING OF NEAR PATIENT HEALTHCARE EQUIPMENT

Appendix 10a: Bed Space Checklist for Neonatal Unit (1 week commencing on a Sunday)

HOSPITAL: Royal Hospital for Children		ROOM:			SPACE:		
WARD: Neonatal Unit							
Date and Time:							
Signature:							
Designation:							
Clean O2 & Suction							
Clean Bedside Locker (clean basin and store upside down)							
Clean & Inspect Mattress *SEE FOOTNOTE							
Clean Cot / Incubator Frame							
Make Cot / Incubator with fresh linen							
Change suction pot and tubing (as required and on discharge)							
Clean Pendant Monitoring (to level of cross beam)							
Clean all other bedside equipment e.g. ventilators, nitric, CPAP, Vapotherm, stethoscope							
Clean Bedside Lamp & check working							
Clean Hand Rub Nozzle & replace if required							
Clean Emergency Buzzer							
Empty & clean Cot / Mattress on discharge							
Infection Control Leaflets replaced (discard unused leaflets) at discharge							
<p>PLEASE ENSURE ANY FAULTY EQUIPMENT IS REPORTED TO ESTATES OR MEDICAL PHYSICS AS SOON AS IT IS DISCOVERED</p>							

***Unzip mattress cover & inspect mattress for any contamination. If cot mattress it should be checked for any obvious breaks in the fabric.**

If a mattress is found to be contaminated, remove from use and inform the SCN. The SCN will inform the Lead Nurse or Service Manager.

(Weekly SOP has been passed by: Kate Hamilton, Acting Nurse Consultant IPC)

The most up-to-date version of this SOP can be viewed at the following web page:
www.nhsggc.scot/hospitals-services/services-a-to-z/infection-prevention-and-control