

SPRING CLEANING CHECKLIST!

Waiting Area, Reception, and Retail

- Sweep, Mop, and disinfect floors
- Pull out seating and other furniture to get all the dust bunnies
- Disinfect seating, vacuum under cushions
- Disinfect door handles, light switches, and other commonly touched surfaces
- Clean glass windows and doors
- Organize retail inventory, remove expired product
- Disinfect phones, keyboards, and other reception surfaces
- Organize waiting room reading materials like magazines, rack cards, etc.
- Organize reception desk, dust behind computers, ensure electrical cords are organized and tucked away
- Purge old paper files or organize them neatly



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Exam and Procedure Rooms

- Sweep, Mop, and disinfect floors
- Disinfect Exam Tables
- Clean and dry the sink
- Organize and restock room materials such as swabs, medical drapes, etc.
- Disinfect and clean exam room seating
- Dust cabinets and light fixtures
- Disinfect counter tops
- Review exam room posters and informational products - update if needed.



SPRING CLEANING CHECKLIST!

Kennels, Laundry, and Bathrooms

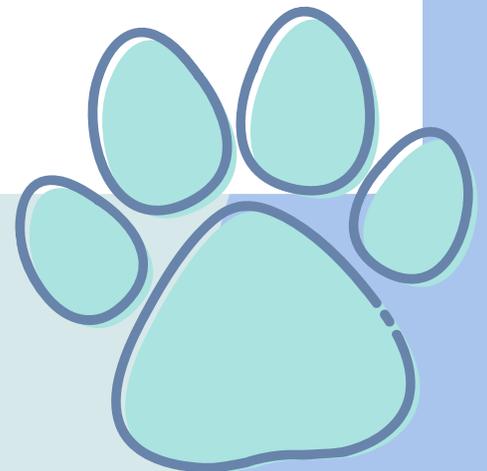
- Sweep, Mop, and disinfect floors
- Disinfect kennels, including walls and doors
- Organize kennel storage and materials like towels and blankets.
- Run a washing machine sanitizer solution
- Vacuum the dryer lint traps to remove any fallen lint
- Disinfect frequently touched surfaces (laundry knobs, light switches)
- Condense, restock, and organize laundry detergents and other cleaning products.
- Clean and disinfect toilets and sinks
- Refill and organize bathroom supplies



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Staff Use Areas

- Sweep, Mop, and disinfect floors
- Clean out the refrigerator
- Clean out cabinets and restock snacks, coffee, and other kitchen necessities
- Disinfect door handles, light switches, and other commonly touched surfaces
- Clean and sanitize the microwave
- Clean and sanitize the coffee pot
- Vacuum and disinfect staff seating areas
- Clean out the junk drawer (you know you have one!)
- Clean off and organize desks



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Keep in Mind...

While cleaning rooms that pets frequent, keep pet height in mind. We have all seen the weirdo pug that licks the legs of the chair. Wipe down and disinfect everything below pet height!

Vet visits can be stressful for pets, and pets plus stress mean a lot of blown fur. Fur has a way of finding its way into every nook and cranny, so be sure you are checking behind furniture and in corners for fuzz-balls.

You're BUSY! Keeping tidy throughout the year will help when the big spring clean comes around. Cleaning the clinic from top to bottom is a daunting task, so breaking it up over the course of a few days or even weeks can be very helpful.

With VHA, you can find everything you need to keep your clinic squeaky clean! Check out the VHA Warehouse, our friends over at Dalco for the supplies you need to keep your clinic looking and feeling fresh!



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