[Company name]

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Clinic cleaning checklist

Daily clinic cleaning - clinical areas, waiting room and facilities.

Date: _____

Checked by: _____

Checks

Check	Yes	No	N/A
Consulting rooms cleaned and surfaces disinfected	☐	☐	☐
Treatment rooms cleaned to clinical standard	☐	☐	☐
Waiting area - seating, tables and magazines tidied	☐	☐	☐
Toilets cleaned, stocked and checked	☐	☐	☐
Clinical waste segregated and stored correctly	☐	☐	☐
Sharps bins checked - replaced if at fill line	☐	☐	☐
Floors mopped in all patient areas	☐	☐	☐
Door handles and high-touch points disinfected	☐	☐	☐
Handwash stations stocked	☐	☐	☐
Waste bins emptied and relined	☐	☐	☐

Actions required [List any issues found and what was done]

Sign-off

Checked by: _____ **Signature:** _____ **Date:** _____