|  |  |
| --- | --- |
| Overview | This standard outlines the requirement when maintaining safe and clean environments in health and social care settings. This includes ensuring rooms, work areas, equipment and surfaces are clean and then monitoring and maintaining the cleanliness of environments. |

|  |  |
| --- | --- |
| **Performance criteria**You must be able to:You must be able to: | **Clean rooms, work areas, equipment and surfaces**1. agree what needs to be done and how you should do it with the appropriate people, prior to cleaning
2. wear appropriate protective clothing and equipment
3. ensure you clean at times when it causes as little disruption as possible
4. carry out cleaning activities consistent with any agreed specifications
5. use appropriate cleaning equipment and materials, following manufacturers' instructions and in a manner that minimises risk
6. ensure rooms or work areas are visibly free of dust, dirt and debris and are not likely to endanger the health and safety of individuals and others
7. display hazard warning signs when the cleaned surfaces are likely to cause risk to people
8. return cleaning equipment and cleaning materials in good working order and condition to the appropriate storage area
9. ensure that cleaning equipment is safely stored and does not block any entry or exits
10. dispose of any hazardous waste safely
11. take appropriate action when problems arise during cleaning

**Monitor and maintain the cleanliness of environments**1. monitor the cleanliness of the environment by observation
2. take action when there is concern over the level of cleanliness
3. follow cleaning schedules to ensure that the environment remains clean
4. take appropriate action and report any wear and tear on furnishings or fittings that could cause any accidents, falls or injure someone
5. take appropriate action and report factors which affect the level of cleanliness
6. follow legal and work setting requirements to complete records and reports on the cleanliness of environments
 |

|  |  |
| --- | --- |
| Knowledge and understandingYou need to know and understand:You need to know and understand:You need to know and understand:You need to know and understand:You need to know and understand: | **How you carry out your work**1. codes of practice, standards, frameworks and guidance relevant to your work and the content of this standard
2. the main items of legislation that relate to the content of this standard within your work role
3. your own roles and responsibilities with their limits and boundaries
4. who you must report to at work
5. the roles and responsibilities of other people with whom you work
6. how to find out about procedures and agreed ways of working in your work setting
7. how to make sure you follow procedures and agreed ways of working
8. the prime importance of the interests and well-being of the individual
9. the individual’s cultural and language context
10. how to work in ways that support the active participation of individuals in their own care and support
11. how to work in partnership with people
12. what you should do when there are conflicts and dilemmas in your work
13. how and when you should seek support in situations beyond your experience and expertise

**Health and Safety**1. your work setting policies and practices for health, safety and security
2. practices that help to prevent and control infection in the context of this standard

**Safe-guarding**1. the duty that everyone has to raise concerns about possible harm or abuse, poor or discriminatory practices
2. signs and symptoms of harm or abuse
3. how and when to report any concerns about abuse, poor or discriminatory practice, resources or operational difficulties
4. what to do if you have reported concerns but no action is taken to address them

**Handling information** 1. legal requirements, policies and procedures for the security and confidentiality of information
2. work setting requirements for recording information and producing reports including the use of electronic communication
3. when and how to pass on information

Specific to this NOS1. methods of ensuring cleanliness and limiting infection
2. the potential effects of not reporting hazards or taking the appropriate action to limit them
3. the potential risks when using and storing cleaning materials and equipment and the ways in which these risks can be minimised
4. the effect different forms of cleanliness and the needs of different individuals will have on how and when the environment will be cleaned
5. why cleaning agents and materials should be correctly diluted and used and the possible effect of not doing this
6. the appropriate cleaning materials for particular surfaces, equipment, furnishings and fittings
7. why some areas require specialist cleaning equipment, materials and techniques
 |

**Additional Information**

|  |  |
| --- | --- |
| Scope/range related to performance criteria | The details in this field are explanatory statements of scope and/or examples of possible contexts in which the NOS may apply; they are not to be regarded as range statements required for achievement of the NOS. Note: Where an individual finds it difficult or impossible to express their own preferences and make decisions about their life, achievement of this standard may require the involvement of advocates or others who are able to represent the views and best interests of the individual. Where there are language differences within the work setting, achievement of this standard may require the involvement of interpreters or translation services.**Cleaning equipment and materials** could be manual or automated.The **individual** is the person you support or care for in your work**Others** are your colleagues and other professionals whose work contributes to the individual’s well-being and who enable you to carry out your role |

|  |  |
| --- | --- |
| Scope/range related to knowledge and understanding | The details in this field are explanatory statements of scope and/or examples of possible contexts in which the NOS may apply; they are not to be regarded as range statements required for achievement of the NOS. **All knowledge statements must be applied in the context of this standard.** |

|  |  |
| --- | --- |
| Values | **Values**Adherence to codes of practice or conduct where applicable to your role and the principles and values that underpin your work setting, including the rights of children, young people and adults. These include the rights:To be treated as an individualTo be treated equally and not be discriminated againstTo be respectedTo have privacyTo be treated in a dignified wayTo be protected from danger and harmTo be supported and cared for in a way that meets their needs, takes account of their choices and also protects themTo communicate using their preferred methods of communication and languageTo access information about themselves |

|  |  |
| --- | --- |
| **Developed by** | Skills for Care & Development |
| **Version number** | 1 |
| Date approved | March 2012 |
| Indicative review date | August 2014 |
| Validity | Current |
| Status | Original |
| Originating organisation | Skills for Care & Development |
| Original URN |  HSC246 |
| Relevant occupations | Health, Public Services and Care; Health and Social Care; Associate Professionals and Technical Occupations; Health and Social Services Officers; Health Associate Professionals; Personal Service Occupations; Healthcare and Related Personal Services; |
| Suite | Health and Social Care  |
| Key words | maintain, safe, clean, environment |