



Workstations on Wheels (WOW) Cleaning Schedule v3

Workstation on Wheels Cleaning Schedule

Guideline Number	GU_ASBB002
Version	3
Executive Lead	Jon Ota, Chief Nurse and Director of Quality and People
Approval Body	Clinical Practice Group
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Guideline Owner	Lead Nurse for Infection Prevention and Control and Patient Safety
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Equality and Health Inequalities Statement

First Community values diversity, promotes inclusion, and ensures equal opportunities for all. We aim to design and implement services that meet the diverse needs of our population and workforce, ensuring that no one is placed at a disadvantage over others. We take into account the Equality Legislation including the Equalities Act 2010 and embrace the four staff pledges in the NHS Constitution. We use our Equality, Diversity, and Inclusion (EDI) vision and mission statements to help us drive our work.

This document has been assessed to ensure that no employee receives less favourable treatment on the protected characteristics of their age, disability, sex (gender), gender reassignment, sexual orientation, marriage and civil partnership, race, religion or belief, pregnancy and maternity.

Members of staff, volunteers or members of the public may request assistance with this policy if they have particular needs. If the member of staff has language difficulties and difficulty in understanding this policy, the use of an interpreter will be considered.

First Community are compliant with the requirements of the Accessible Information Standard which aims to ensure that people who have a disability, impairment or sensory loss get information that they can access and understand and any communication support that they need. We ensure that we ask people if they have any information or communication needs and ask how we might meet those needs, make sure this is recorded clearly on any records, highlight this so it is clear to other staff, share this as appropriate and make sure that we take the necessary steps so that our patients receive information that they can access and understand and receive communication support as needed.

Sustainability

In October 2020, the NHS became the world's first health service to commit to a target of reaching Net-Zero Carbon emissions by 2040.

As healthcare professionals we have a duty to play our part in tackling the problem of our changing climate. Right across the organisation, in all roles both clinical and non-clinical we can think, and act, more sustainably.

This is why we need to take action to create the change that will protect the environment on which our health depends. We are working to create a greener NHS at First Community as set out in our [Green Plan](#). All of our documents consider sustainability and support our green plan.

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Cleaning is undertaken in accordance with the manufacturer's Technical Manual and First Community's Infection Prevention and Control Policy P_PSQ029.

Hand Hygiene	<ul style="list-style-type: none"> Wash hands prior to using the WOW Choice to wash hands with soap and water or sanitiser using alcohol hand gel.
Frequency of cleaning	<ul style="list-style-type: none"> Clean the WOW thoroughly each day and decontaminate the keyboard after each use. Record cleaning in the ward daily cleaning schedule folder. The date and signature of the staff member who undertook the cleaning must be included.
Daily cleaning procedure	<ul style="list-style-type: none"> Unplug the WOW from the mains before cleaning The WOW should be wiped starting at the top and working down Clean the screen with yellow Clinell detergent wipes Clean the keyboard and surfaces with green Clinell disinfectant wipes Never cover the WOW or its components in liquids or allow liquids to flow into the WOW Allow the WOW to dry completely before plugging back into the mains Dispose of waste in domestic bin. If soiled with blood or body fluids waste must be disposed of in a clinical waste bin. Never use the following chemicals to clean the WOW: acetone, mineral spirits, abrasive cleaners, paint thinners or any other harsh toxic chemicals.
Cleaning products required	<ul style="list-style-type: none"> Use green Clinell disinfectant wipes to clean the keyboard and surfaces. Use yellow Clinell detergent wipes to clean the screen. Never clean the computer screen with green Clinell disinfectant wipes as these will damage the screen. Green 'I am clean' stickers should be put on the device after cleaning.
Transmission of infections	<ul style="list-style-type: none"> The WOW must not be taken into the room/bay of a patient who is being nursed with a known or suspected infection. In the case of outbreaks, the WOW should be kept outside the bay/room. Where patients are experiencing diarrhoea, vomiting or any other spore spreading infection, sporicidal wipes must be used for cleaning in place of the green Clinell wipes. The yellow wipes must still be used for cleaning the screen.



Further Information and Feedback

If you would like to find out more about our services, please visit our website at:

www.firstcommunityhealthcare.co.uk

If you would like this information in another format, for example large print or easy read, or if you need help communicating with us, please contact:

First Community (Head Office)

Call: **01737 775450**

Email: **fhc.enquiries@nhs.net**

Text: **07814 639034**

Address: First Community Health and Care, Orchard House, Unit 8a, Orchard Business Centre, Bonehurst Road, Redhill RH1 5EL

Twitter: **@1stchatter**

Facebook: **@firstcommunityhcNHS**

Instagram: **firstcommunityhealthandcare**

LinkedIn: **www.linkedin.com/company/first-community-health-&-care-c-i-c-/**

TikTok: **www.tiktok.com/@firstcommunityhcns**