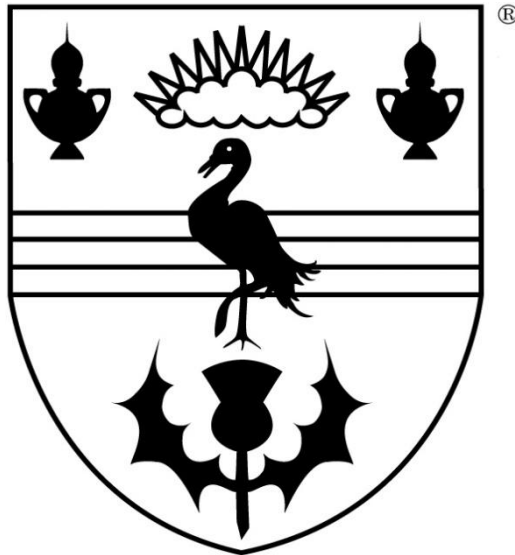


***The Royal Environmental Health Institute
of Scotland***



***Elementary Cleaning and
Disinfection Course***

Syllabus

Minimum teaching time – 4½ hours

ELEMENTARY CLEANING and DISINFECTION COURSE

Candidates should be able to explain the following:

1. The benefits of high standards of cleaning and disinfection and the disadvantages and costs of poor standards of cleaning and disinfection.
2. The legal and moral reasons for cleaning and disinfection.
3. The meaning of the following terms:
 - a. Contamination and cross-contamination
 - b. Cleaning
 - c. Disinfection
 - d. Detergent
 - e. Disinfectant
 - f. Bactericide
 - g. Bactericidal detergent/sanitiser
 - h. Sterilising
 - i. Contact time
 - j. Dilution rates
4. The role the employer and employee has in maintaining high standards.
5. The requirement for an employer to provide sufficient and adequate facilities for cleaning and disinfection.
6. The use of a documented cleaning schedule.
7. Why it is important to monitor cleaning standards.
8. The importance of high standards of personal hygiene.
9. The relationship between hazards and risk and the importance of risk assessments.
10. The importance of reporting safety hazards and faults in cleaning equipment to supervisors.
11. The correct use of chemicals, COSHH & Safety data. To recognise and explain the hazard symbols on chemicals.
12. The importance of keeping accurate records.
13. Cleaning Equipment and Processes.

For each of the following cleaning processes candidates should know and understand:

- a. The types of contamination that could be present
- b. How the process can help prevent the spread of infection

- c. How ineffective methods can spread infection
- d. What system can be put in place to prevent contamination and reduce cross-contamination
- e. How ineffective cleaning can be a source of contamination
- f. Why cleaning equipment must be maintained in good order
- g. How premises and equipment can be effectively cleaned and disinfected

The processes:

- Dust control mopping
- Suction cleaning – hard and soft flooring
- Single mopping
- Double mopping
- Dusting and damp dusting
- Spray cleaning
- Floor buffing
- Machine scrubbing and drying
- High level cleaning
- Toilet cleaning/urinals and sinks
- Stain removal
- Window Cleaning
- Waste disposal

August 2015

***The Royal Environmental Health Institute of Scotland
19 Torphichen Street, Edinburgh, EH3 8HX
Telephone: 0131-229 2968 Fax: 0131-228 2926***

The Royal Environmental Health Institute of Scotland is a registered Scottish Charity, No SC009406