

# Cleaning Process Chart

Post and follow these directions for cleaning, sanitizing and disinfecting. Refer to the [Cleaning, Sanitizing and Disinfecting Checklist](#) for daily, weekly and as-needed cleaning schedule.

<b>Step 1</b>	<b>Wash</b> – use warm soapy water	<p style="text-align: center;"><b>Part Day Programs</b></p> <ul style="list-style-type: none"> <li>• Use the chlorine-check test strips provided by PSESD to test each solution at time of preparation.</li> <li>• *Mix fresh disinfecting and sanitizing solutions at least weekly.</li> </ul>
<b>Step 2</b>	<b>Rinse</b> – spray or wipe with water	
<b>Step 3</b>	<b>Wipe</b> – wipe off excess water	

Cleaning	Sanitizing	Disinfecting	Solution for blood or body fluids
<b>What to clean</b>	Surfaces and items that come in contact with food and the mouth: food prep and eating areas; surfaces and items; appliances; tableware; cooking utensils; toys; drinking fountains; linens; rags; toothbrush holders; phone receiver; dishwasher; door knobs	All non-food contact surfaces: bathrooms, diaper changing areas, sinks, floors, walls, chairs, toothbrush holders	Any surface that comes in contact with blood or body fluids
<b>Bleach solution Must be 8.25% chlorine</b>	*¼ teaspoon OR 1.25ml bleach mixed with 1 quart (4 cups) of cool water Prepare in 1 quart spray bottles	*1 ½ teaspoons OR 7 ½ ml bleach mixed with 1 quart (4 cups) of cool water Prepare in 1 quart spray bottles	1.5 cups bleach mixed with 1 gallon of cool water Discard when done.
<b>Test strip reading</b>	Match the strip to the 50 – 200 ppm color box on the back of the bottle	Match the strip to the 800 ppm color box on the back of the bottle	No test strips to test this solution
<b>Contact time</b>	2 minutes	At least 2 minutes	2 minutes
<b>Application</b>	Wipe or spray on	Wipe or spray on	Wipe on with disposable towel
<b>Rinse</b>	No	Plain water	Plain water
<b>Dry</b>	Let air dry	Let air dry	Let air dry
<b>Gloves</b>	Yes, if practical	Yes	Yes

\*Licensed Child Care must prepare bleach solutions daily. Solutions may also be tested using the Chlorine-Check test-strips. Adjust as needed.

The Sanitizing and Disinfecting Solution concentrations are adopted from the Washington State Department of Health, [DOH-970-216 January, 2015](#)