

Senior living common areas: what we clean

Walk this sheet through the community with your executive director or maintenance lead.

Community _____ Address _____
 Walked by _____ Date _____

Lobby and reception

- ☐ Entry glass
- ☐ Seating and side tables
- ☐ Front desk counter
- ☐ Lobby floors each day

Dining rooms

- ☐ Cleaned once each meal service is cleared
- ☐ Chairs wiped
- ☐ Crumbs vacuumed from upholstered seats and carpet
- ☐ Hard floors mopped and dried before the next seating

Activity rooms

- ☐ Libraries, card rooms and chapels
- ☐ Theaters, fitness rooms and salons
- ☐ Seasonal displays dusted where they stand
- ☐ Furniture left in its usual layout

Hallways and elevators

- ☐ Handrails, door handles and light switches disinfected
- ☐ Elevator buttons, cab interior, tracks and glass
- ☐ Corridor carpet vacuumed and spot-cleaned
- ☐ Hard floors damp-mopped, wet-floor signs out until dry
- ☐ Sign-in, door and escort rules followed in memory care
- ☐ Secured doors closed behind the crew

Common restrooms and porter rounds

- ☐ Fixtures, partitions and floors
- ☐ Paper towels, tissue, soap and liners restocked
- ☐ Day porter between meals
- ☐ Rooms reset after activities and family events
- ☐ Lobby and guest restrooms refreshed before an open house

Courtyards, paths and upkeep

- ☐ Courtyards and garden beds mowed, edged and trimmed
- ☐ Walking paths, patios and entries pressure washed
- ☐ Drive-up and parking area swept
- ☐ Lamps, faucets, toilets and ceiling tiles
- ☐ HVAC filters changed

Notes
