Rocky Mountain Regional VA Medical Center	Task To Be Accomplished	PWS Paragraph Reference	Daily		Weekly		Quarterly		Semi-Annually		As Required	
			Mon -Fri	Mon-Fri	(Once A Week)		(4 Times A Year)		(Twice A Year)			
Cleaning Space/Item			1st Shift	2nd Shift	1st Shift	2nd Shift	1st Shift	2nd Shift	1st Shift	2nd Shift	1st Shift	2nd Shift
VCS Vending Machine Areas												
Walls	Spot Clean behind mobile equipment	4.1.12									X	X
Walls	Deep clean behind equipment, dusting	4.1.6						X				
Ceiling Walls/Vents	Dust/Clean Exterior	4.1.13						X				
Floors/Baseboards	Sweep/Mop Floors and around equipment. Clean Baseboards, corners and edges following facility procedures.	4.1.2		X								
Floors/Baseboards	Hard Surface Floors maintained with protective floor finish according manufacturer's recommended floor care instructions.	4.1.2						X				
Light Fixtures	Dust/Clean exterior/Bugs	4.1.13				X						
Ceiling Tile	Dust/Clean	4.1.13										X
Trash Removal	Remove Trash (During Lunch)	4.1.5	X	X							X	X
Trash Removal	Remove Trash (After Closing) Clean the trash container and the exterior and interior of the trash cabinet.	4.1.5	X	X								
Signage/Wall Décor	Dust/Replace Signage	4.1.13									X	X
Daily Spills	Mop Floors upon notification.	4.1.2	X	X								
Patriot Cafeteria/Patriot Brew												
Walls	Spot clean,wash visible wall surfaces	4.1.12		X								
Walls	Clean behind stationary equipment, (VCS staff will move)	4.1.6							X	X		
Floors/Baseboards	Sweep/Mop floors and around equipment. Clean Baseboards, corners and edges following facility procedures.	4.1.2		X								
Floors/Baseboards	Hard surface floors maintained with protective floor finish according to manufacturer's floor care instructions.	4.1.2									X	X
Light Fixtures	Dust/Clean exterior, bugs out of lights	4.1.13			X							
Tabletops/Tables/Chairs/ and Stands	Clean Table bases/Chair bases and Legs	4.1.3		X								
Ceiling/Wall Vents	Dust/Clean exterior	4.1.13		X								
Ceiling Tile Straps	Dust/Clean Paying special attention along serving line.	4.1.13					X	X				
Window Sills and Ledges	Dust Clean	4.1.13		X								
Beverage Counter/Serving Line	Clean Floors	4.1.2		X								
Refrigerators	Clean behind refrigerator, clean floor beneath the refrigerator.	4.1.6						X				
Trash Removal	Remove Trash	4.1.5	X	X								
Trash Removal	Remove trash; Clean the trash container and the exterior and interior of the trash cabinet.	4.1.5		X								
Move Boxes To Compactor	Take Recyclable CardBoard to the Recycling Compactor.	4.1.5		X								
Microwave/Condiment Stands	Clean the exterior of the microwave; wipe down removing any debris.	4.1.6		X								
Food Preparation Areas												
Floors/Baseboards	Clean the floors, baseboards, corners and edges (floors will be cleaned and degreased as outlined in the Environmental Programs procedure guide) Deep cleaning (machine scrub/glaze) as needed.	4.1.2	X	X							X	X
Light Fixtures (Exterior)	Dust/Clean exterior; bugs out of lights	4.1.13				X						
Ceiling/Wall Vents	Dust Clean	4.1.13				X						
Hood surfaces exterior to ducts (Food surfaces and exterior)	Degrease and Clean	4.1.6							X			X
Walls	Spot Clean any visible food splashes	4.1.6	X	X								
Walls	Degrease and Deep Clean	4.1.6							X			
Coils on Refrigerators, etc.	Contact and arrange for the Vendor to service identified equipment.									X		
Walk in Freezer	Clean after engineering removes all ice buildup											
Hand Washing Sinks	Remove any buildup or stains during non-operating hours. Sanitize all sinks and counters.	4.1.6		X								
Shelves and Spice Racks	Clean under any shelves or racks	4.1.12		X								
Storage Rooms	Clean walls and floors, coordinate with VCS when needed.	4.1.12									X	X
Serving Line	Floors on the VCS serving line; pick-up and clean underneath the mats.	4.1.12	X	X								

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Cleaning Space/Item			1st Shift	2nd Shift	1st Shift	2nd Shift	1st Shift	2nd Shift	1st Shift	2nd Shift	1st Shift	2nd Shift
Floor Mats	Clean in Cart Wash	4.1.6			X	X						
Trash Cans	Clean as needed.	4.1.5			X	X					X	X
Retail/Storage/Patriot Store												
Walls	Clean behind and underneath stationary equipment.	4.1.12					X	X				
Floor/Baseboards	Sweep/Mop/Vacuum around equipment, under racks, mobile display, and behind counters as per facility procedure.	4.1.2		X								
Light Fixtures	Dust/Clean exterior/remove bugs	4.1.3				X						
Ceiling/Wall Vents	Dust/Clean exterior	4.1.3							X			
Ceiling Tile Grid	Dust/Clean	4.1.3										
Trash Removal	Remove Trash	4.1.5	X	X								
Trash Removal	Remove trash/clean the trash container and the exterior and interior of the trash cabinet.	4.1.5		X								
Quality Assurance Check	Contract Supervisor and COR to conduct joint quality assurance check using facility developed checklist.	12.1.5			X	X						
Quality Assurance Check	EMS/VCS/IC will jointly conduct inspections	12.1.5					X	X				

References					
Food Code Public Health Service, Food And Drug Administration					
Veteran's Administration, Operations, M-1. Part IV Veterans Canteen Service, January 1992					
Facilities Infection Control Policy					
FAC 137-5 Waste Removal					
National Restaurant Association Serve Safe Standards					
CSS 50-22 Sanitation					
CSS 50-21 Infection Control Plan					