

Attachment 1
Performance Requirements Summary (PRS)
Task and Frequency Chart for Modesto OPC
1225 Oakdale Road, Modesto, CA 95355

	Area – non-Clinical – Clerical/Reception	Frequency
1	Spot clean and empty waste cans and re-line	Daily and as needed during the day
2	Dust tops of filing cabinets	Daily
3	Dust mop floors (tile)	Daily
4	Wet mop floor with detergent-germicide (tile)	Daily
5	Spot clean and vacuum carpets	Daily
6	Dust all horizontal surfaces	Weekly
7	Clean all furniture	Monthly
8	Spot clean furniture	As necessary
9	Spot clean walls and doors	As necessary
10	Place furniture in proper locations	As necessary
11	Clean and wash all inside windows	As necessary
12	Dust and damp wide shades	As necessary
13	Wash all baseboards	As necessary
14	Shampoo and treat carpet with soil retardant	As necessary
	Area – Restrooms (Men and Women)	
1	Spot wash walls and doors	Daily and as needed during the day
2	Polish chrome and stainless steel (i.e. fixtures, partitions, dispensers, etc.)	Daily
3	Damp dust horizontal surfaces	Daily
4	Clean and scrub the sinks	Daily
5	Sweep floor	Daily and as needed during the day
6	Wet mop floors with detergent germicide	Daily and as needed during the day
7	Clean interior/exterior of urinals and commodes	Daily and as needed during the day
8	Clean mirrors	Daily and as needed during the day
9	Empty and spot clean waste cans and re-line	Daily and as needed during the day
10	Clean and refill paper towel, toilet paper, soap dispensers and toilet seat covers	Daily and as needed during the day
11	Wash walls, doors and ceilings	Weekly and as needed
12	Scrub floors with detergent solution	Monthly
	Area – Filing Rooms / Records	
1	Dust mop floors	Daily
2	Wet mop floors with detergent germicide	Daily
3	Empty and spot clean waste cans and re-line	Daily
4	Spot clean walls and doors (Hi and low dusting)	As necessary
5	High and low dusting horizontal and vertical surfaces**	As necessary
	Area – Patio – Exterior	
1	Empty and spot clean waste cans and re-line	Daily
2	Sweep and wipe down patio furniture	Daily
3	General cleaning of patio floors	Daily
4	Pressure clean/wash concrete areas	As needed
	Area – Conference Rooms	
1	Dry and dust mop floors (tile)	Daily
2	Wet mop floor with detergent germicide	Daily

3	Dust horizontal surfaces	Daily
4	Empty and spot clean waste cans and re-line	Daily and as needed during the day
5	Place furniture in proper locations	Daily
6	Vacuum carpets	Daily
7	Shampoo and treat carpets (with soil retardant)	Quarterly
8	Spot clean furniture, walls, doors and carpets	As necessary
9	Refill hand sanitizer containers	As necessary
	Area – Waiting Rooms	
1	Dry and dust mop floors (tile)	Daily
2	Wet mop floor with detergent germicide	Daily
3	Dust horizontal surfaces	Daily
4	Empty and spot clean waste cans and re-line	Daily and as needed during the day
5	Straighten up magazines	Daily
6	Place furniture in proper locations	Daily
7	Clean interior glass doors	Daily
8	Vacuum carpets	Daily
9	Dust shades	Weekly
10	Dust horizontal surfaces	Weekly and as needed
11	Spot clean furniture	Weekly
12	Clean furniture	Monthly
13	Wash walls and doors	Quarterly
	Area – Staff Lounge	
1	Dust and mop floors	Daily
2	Wet mop floor with detergent germicide	Daily
3	Clean and empty waste cans and re-line	Daily
4	Dust shades	Daily
5	Clean sink with germicide	Daily
6	Refill Paper towels and soap dispensers	Daily
7	Wipe Exterior of refrigerator	Monthly
8	Wash walls and doors	Quarterly
9	Spot clean waste can	As necessary
10	Spot clean walls and doors	As necessary
11	Clean microwave	As necessary
	Area – Corridors and Hallways	
1	Dust mop floors	Daily
2	Wet mop floor with detergent germicide	Daily
3	Clean and wipe baseboards	Weekly
4	Scrub floors	Weekly and as needed
5	High and Low dusting**	As necessary
	Area – Outside of Building (within 10 feet)	
1	Clean smoking receptacles in the parking area (some receptacles may be more than 10 feet away)	Daily
2	Clean major entry ways	Daily
3	Wipe and clean outside benches	Daily
4	Clean and empty waste cans and re-line	Daily
	Area – Utility Rooms*	
1	Sweep, wet mop floors with detergent germicide	Daily
2	Spot clean and empty waste cans and re-line	Daily
3	Spot clean walls and doors	Daily

4	Dust horizontal surfaces	Daily
5	Clean interior/exterior sinks with germicide	Daily
6	Wash walls, doors and ceilings	Monthly
	Area – Storage Rooms	
1	Dry dust mop floors	Daily
2	Wet mop floor with detergent germicide	Daily
3	Spot clean walls and doors	Quarterly
4	Wash walls and doors	Annually
	Area – Laboratory (Medical)	
1	Dust mop floors	Daily
2	Wet mop floors with detergent germicide	Daily
3	Empty and spot clean waste cans and re-line	Daily and as needed during the day
4	Place furniture in proper locations	Daily
5	Clean and refill soap and paper towel dispensers	Daily
6	Clean mirrors	Daily
7	Clean interior/exterior sinks with germicide	Daily
8	Sanitize and disinfect exam table and patient furniture	Daily and when requested
9	Wash walls and doors	Monthly
10	Spot clean walls and doors	As Necessary
11	Replace full Sharps Containers – put full container in biohazard holding room	As Necessary
	Area – Radiology (to include 2 change rooms and technician's room (also known as Observation rooms)	
1	Dust mop floors	Daily
2	Wet mop floor with detergent germicide	Daily
3	Sanitize and disinfect patient furniture	Daily and when requested
4	Spot clean and empty waste cans and re-line	Daily and as necessary
5	Place furniture in proper location	Daily
6	Clean mirrors	Daily
7	Clean interior/exterior sink with germicide	Daily
8	Clean furniture	As necessary
9	Spot clean walls and doors	As necessary
	Area – Pharmacy	
1	Dust mop floors	Daily
2	Wet mop floor with detergent germicide	Daily
3	Clean sink	Daily
4	Spot clean and empty waste cans and re-line	Daily and as necessary
5	Spot clean walls and doors	As necessary
6	Spot clean furniture	As necessary
7	Clean furniture	Monthly
8	Wash walls and doors	Quarterly
	Area – Exam and Procedure Rooms	
1	Dust mop floors	Daily
2	Wet mop floor with detergent germicide	Daily
3	Spot clean and empty waste cans and re-line	Daily and as necessary
4	Place furniture in proper location	Daily
5	Clean and refill soap, paper towel and hand sanitizer dispensers***	Daily
6	Place furniture in proper locations.	Daily

7	Clean interior glass and mirrors	Daily
8	Clean interior/exterior sink with germicide	Daily
9	Sanitize and disinfect patient furniture	Daily and when requested
10	Dust horizontal surfaces	Weekly
11	Spot clean walls and doors	Weekly
12	Wash and empty waste cans and re-line	As necessary
13	Change privacy curtains	As necessary and when requested
14	Replace “Sharps” containers	As necessary and when requested

*Cleaned Utility rooms store reusable medical equipment, wheelchairs, etc.

*Soiled Utility rooms contain biohazard waste, soiled linen, dirty medical equipment, etc.

**High and low dusting of all horizontal and vertical surfaces is applicable to all rooms as needed unless frequency is indicated otherwise.

***Hand sanitizers found inside or outside rooms shall be refilled as needed.