Dry Mopping

PURPOSE:
To collect dust and litter from the floor and prepare the floor for damp mopping

MATERIALS:
• Disposable gloves
• If needed:
  - Heavy duty or utility gloves
• Dry dust mop
• Mop heads/pads
• Paper towels
• Brush & dustpan
• Vacuum cleaner with HEPA filter
• Scraper
• Tongs
CLEANING STEPS

1. **Do a Risk Assessment**
   - Determine risk of exposure to germs and the Personal Protective Equipment (PPE) required for the task.
   - Wear the correct PPE to safely do the job.

2. • Shift easily moved items out of the way to make cleaning easier (chairs, small tables).
   • Keep hallways and entrances to rooms clear of clutter.
   • Dry dust mopping is always done before damp mopping.

3. • Pick up large pieces of litter and put in garbage.
   • Dry wet spots with paper towel.
   • Remove any gum or other sticky spots from floor.

4. • If dangerous equipment or supplies are found, such as needles, handle them carefully as outlined in the Sharps procedure.
   • Remember: If a needle, scalpel or other Sharp item is on the floor:
     - DO NOT pick it up with your fingers
     - Put on a pair of gloves
     - Use tongs to pick up the Sharp
     - Carefully place the Sharp in a Sharps container
     - NEVER re-cap a used needle even if a cap is available.
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• Start each shift with clean dry mop heads/pads.
• Start in the farthest corner of the room.
• Drag the mop toward you, then push it away working in straight, slightly overlapping lines.
• Use swivel motion of frame and wrist to change direction:
  - Keep the mop head/pad in full contact with the floor.

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• Sweep up large chunks of dirt and put in garbage can using a brush and dustpan.

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• Set up the furniture if it was moved for dry mopping unless you are planning to damp mop immediately.

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• Change mop head frequently:
  - After cleaning 4 rooms
  - After cleaning heavily soiled or dirty area
  - When mop head is visibly soiled or it smells bad
• Never shake a mop head indoors; ideally remove large pieces of dirt and change the mop head.
• Use a vacuum cleaner with a HEPA filter to collect light loose dust or dirt from entry/exit door mats and carpeted surfaces.

• The vacuum cleaner should NEVER be used to pick up:
  - [x] Sharps
  - [x] Contaminated waste (bandages, blood, or body fluids)
  - [x] Spilled food drink, or anything wet
  - [x] Gum or tar
  - [x] Chunks of dirt, clay or rocks.