Standard Operating Procedure - Bed Lockers

The following procedure is to be referred to by all staff members who carry out the procedure of cleaning bed lockers. Bed lockers should be cleaned every time that the bed is vacated through home leave, discharge from hospital and every time that the bed is routinely changed during a service user’s inpatient stay.

The following items are required to undertake this activity:
- Disposable gloves;
- White disposable apron;
- Detergent;
- Blue cloths;
- Bowl with clean warm water;
- Paper towels.

<table>
<thead>
<tr>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wipe over using blue cloths</td>
<td>Ensure drawers are cleaned using blue cloth</td>
<td>Dry thoroughly with paper towel</td>
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</tbody>
</table>