

# How to Use this program:

- ✓ Read this Lesson
- ✓ Answer ALL TEST questions.
- ✓ Check your answers
- ✓ Be sure to sign and date the test sheet.
- ✓ Take as much time as you need.

# Maintaining A Clean Environment

In this chapter....  
you will learn about:



- + The homemaking duties of a home health aide.
- + Ways to maintain a clean environment for your client.

# Definitions

- ✚ Abrasives: Substances used to scrub or scrape away other substances.
- ✚ Sanitary: Clean.
- ✚ Toxic: Poisonous.

# Maintaining A Clean Environment

## Homemaking Duties

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Your client's healthcare plan may include housekeeping duties that you are expected to perform. A clean environment is needed to prevent infection, control the spread of disease, and promote healing. Accidents are less likely to occur when things are in their proper place. A tidy and organized room also makes for a more pleasant and comfortable environment for your client.

# Maintaining A Clean Environment

## Homemaking Duties

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Common tasks you may be asked to perform include:

- Dusting.
- Washing dishes.
- Cleaning the kitchen.
- Cleaning the bathroom.
- Laundry.
- Care of floors, rugs and carpeting.

# Maintaining A Clean Environment

## Homemaking Duties

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You will use the client's cleaning products and appliances to perform the housekeeping duties. Your agency may also provide special cleaning agents and supplies. Never mix cleaning products, such as bleach and ammonia. This could result in *toxic* fumes. Make sure that you always have adequate ventilation. Check to see that you have the proper cleaning supplies before starting your housekeeping tasks.

# Maintaining A Clean Environment

## Homemaking Duties

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Be sure you know how to use and maintain the client's appliances, such as the vacuum cleaner, dishwasher, washing machine, and dryer. If you are unsure, ask the client, read the manufacturer's instructions in the appliance manual, or ask your supervisor.

# Maintaining A Clean Environment

## Homemaking Duties

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Proper disposal of garbage and trash is essential for maintaining a clean, healthy environment. Make sure y have an adequate supply of disposal waste bags on hand. Empty wastebaskets frequently and keep garbage and trash in covered containers. These containers will need to be cleaned periodically.

# Maintaining A Clean Environment

## Maintaining a Clean Environment - Dusting

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Dusting not only keeps surfaces clean, but prevents the spread of bacteria. Some clients may be sensitive to dust, so you may have to dust frequently. Use a cloth or paper towel moistened slightly with water or a commercial furniture spray. Always dust surfaces by pushing away from you.

# Maintaining A Clean Environment

## Maintaining a Clean Environment – Washing Dishes

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Washing dishes promptly after meals will help keep the kitchen clean and free of bacteria. If you are using a dishwasher, be sure you know how to stack the dishes properly, the correct soap to use, and how to operate the appliance.

# Maintaining A Clean Environment

## Maintaining a Clean Environment – Washing Dishes

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If washing the dishes by hand, follow these guidelines:

- Always wash the dishes in hot, soapy water and rinse in clear water.
- Wash the least dirty dishes, such as glasses and silverware, first, and then wash the dirtiest dishes, such as pots and pans.
- Allow the dishes to air dry, if possible. This is a more *sanitary* procedure than towel drying.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Cleaning the Kitchen

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A clean kitchen helps prevent the spread of bacteria that may form in spilled food or dirty food preparation surfaces. Food particles can also attract insects, such as ants and roaches. Avoid leaving food out on counters or table tops.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Cleaning the Kitchen

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Keep the sink, countertops and other surfaces, such as stove tops, microwave ovens, and refrigerators clean and free of food particles. Wipe up spills immediately with hot, soapy water. If you are using a commercial cleaner, make sure that it is the correct product for that surface. Some cleaners contain *abrasives* and could scratch enamel, or plastic surfaces.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Cleaning the Kitchen

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If you are cleaning small appliances, be sure to unplug them first. Then wipe them down with a commercial cleaner or hot, soapy water. Do not immerse them in water. It could damage the electrical parts.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Cleaning the Bathroom

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Bathrooms should be cleaned frequently to prevent bacteria, odors, and mildew. Use the correct product to clean showers, tubs, sinks, toilets, and fixtures. Wiping fixtures down after each use will make your housekeeping tasks easier.

# Maintaining A Clean Environment

## Maintaining a Clean Environment – Laundry

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Clean clothes are important for the good health, hygiene, and comfort of your client. Check all linens and clothes for tears or loose buttons. These must be repaired before washing. Your client may have preferences as to how to launder the clothes.

# Maintaining A Clean Environment

## Maintaining a Clean Environment – Laundry

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Here are some general guidelines:

- Sort and wash the clothes by color--dark colors together, light colors together, and whites together.
- Delicate fabrics, such as silk and nylon, should not be washed with heavy fabrics, such as denim and canvas.

# Maintaining A Clean Environment

## Maintaining a Clean Environment – Laundry

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- Some clothes may need to be dry cleaned or require special cleaning care, such as handwashing. If you are not sure, ask your client or check the label for washing instructions.
- When the clothes have dried, remove them immediately from the dryer to prevent wrinkles. Know which clothes require ironing and whether this is a task you are expected to perform.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Care of Floors, Rugs, and Carpets

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It is important to keep floors clean and dry. Some floor surfaces, such as tile, are very slippery when wet. Wipe up spills immediately.

Sweeping the floors frequently and before washing them will make cleaning easier. Ask your client which product to use on the floors.

Some floors require special cleaners and polishes.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Care of Floors, Rugs, and Carpets

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Carpets and rugs require frequent vacuuming to remove dirt and dust, especially in areas that have heavy foot traffic, such as entrances, hallways, and stairs. Spills and stains should be cleaned immediately. Ask your client which cleaning product to use.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Care of Floors, Rugs, and Carpets

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You should always dust furniture first, and then vacuum the rug. This will pick up any dust or material that may have fallen on the floor. Always explain to the client what you will be doing before turning on the vacuum, so the client is not startled by the noise. Be sure you know how to operate the vacuum cleaner correctly. Know how to empty or change the vacuum bag and where the extra bags are kept.

# Maintaining A Clean Environment

## Maintaining a Clean Environment –

### Care of Floors, Rugs, and Carpets

A clean and tidy environment is much healthier than a messy or dirty environment. If cleaning is part of your duties, this is an important responsibility that can contribute to the client's health.

- ✓ Complete the test and turn in for credit
- ✓ Answer ALL TEST questions.
- ✓ Check your answers
- ✓ Be sure to sign and date the test sheet.

This completes the lesson  
for this month.

Information for this lesson was taken from MEDCOM TRAINEX publications

