

Standard Work Sheet

Process:	Cleaning and Disinfection of Unit Medication/Vaccine Refrigerators
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Desired Goal or Outcome: Minimize the risk of healthcare acquired infections by discouraging bacterial and fungal growth through cleaning, disinfection and routine maintenance of Unit Medication Refrigerators.

Notes:

- This standard work refers to Unit Medication/Vaccine Refrigerators only
- Follow manufacturer's recommendations for cleaning and servicing
- Use Routine Practices for all standard cleaning processes. This includes appropriate hand hygiene and cleaning of environmental surfaces
- Use appropriate Personal Protective Equipment (PPE) if there is a potential for splashing or the cleaning product recommends use of PPE
- Clean and disinfect visible dirt, contamination or spills immediately, regardless of a cleaning schedule
- Store vaccines in a vaccine refrigerator. A domestic (i.e., not commercial) frost-free refrigerator may be used if it meets Government of Canada [National Vaccine Storage and Handling Guidelines](#), section 3, Vaccine Storage Equipment
- Maintain [cold chain](#) while cleaning and disinfecting vaccine fridges

For Medication Storage Guidelines Refer to [WRHA Medication Quality and Safety Guideline: Medication Storage in Patient Care Areas](#)

Step #	Description	Medication/Vaccine Refrigerators	Who
1	Daily Cleaning and Disinfection	<p>Clean/disinfect high touch areas (such as door handles) daily and when visibly soiled, with facility approved disinfectant. Maintain recommended wet contact time.</p> <p>Check the manufacturer's recommendations for compatibility between the Facility Approved Disinfectant and the specific material to be cleaned.</p> <p>Check seals of refrigerator doors with every use, and daily to ensure the door is properly closed and sealed.</p>	Facility Designated Staff
2	Quarterly Cleaning	<p>Clean/disinfect fridge interior quarterly and as needed. To do this:</p> <ul style="list-style-type: none"> – Remove the medications/vaccines and store in an alternate refrigerator or container, ensuring cold chain is maintained – Unplug the refrigerator or turn the power off – Clean all inside surfaces and shelves with warm, slightly soapy water. Do not put used cloth into clean water (i.e., don't 'double dip') – Disinfect all inside surfaces and shelves with a manufacturer approved Facility Approved Disinfectant – Clean and disinfect outside surfaces – Allow to air dry, then plug back in or turn power back on – Ensure refrigerator has returned to required temperature before restocking – Sign and date cleaning schedule 	Facility Designated Staff

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3	Quarterly Maintenance	<p style="text-align: center;">Coil and Motor Maintenance:</p> <ul style="list-style-type: none"> - Clean exposed coils and motors quarterly. Do not clean coils and motor before a weekend or prolonged staff absence. Accidental damage to the coils could cause a problem that may not be detected until the next work day - Remove the medications/vaccines and store in an alternate refrigerator or container, ensuring cold chain is maintained - Unplug the fridge and use a soft brush, cloth, or vacuum cleaner with an attachment hose to remove any dirt or dust from the coils' surface - Check that the door seals are not torn or brittle, and there are no gaps between the seals and the fridge 	Facility Designated Staff



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Verification

All employees that are new to the Program must be coached in this Standard Work. Employees are to sign below that they have read and understand the standard work procedure.

Name	Position	Signature	Date