

# Retrieval Cleaning Quick Reference Guide

All staff have an individual responsibility to keep their work area or ambulances clean to reduce the risk of cross infection to themselves, their colleagues and their patients.

## Type of clean required

### Routine Patient Contact

**Clinical Area:**  
All surfaces and equipment to be wiped down with detergent wipes.



### Patient Contact Blood/Body Fluids

Blood/Body Fluids to be dealt with using Actichlor™ blood spill kit. Then:

**Clinical Area:**  
All surfaces and equipment to be wiped down with Actichlor™  
Floors to be mopped with Actichlor™

### Patient Contact Infectious

**Clinical Area:**  
All surfaces and equipment to be wiped down with Actichlor™  
Floors to be mopped with Actichlor™

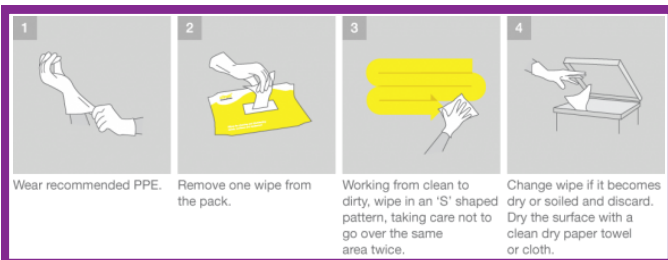


### Deep Clean (Weekly)

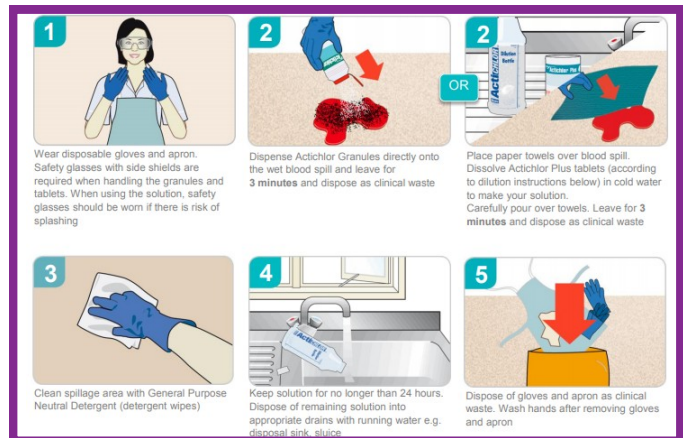
**Clinical Area:**  
All surfaces and equipment to be wiped down with detergent wipes.  
Floors to be mopped with Actichlor™

**Drivers Cab:**  
All surfaces and floor to be wiped with detergent wipes.

Special cleaning regimens may be required for specific infections, if in doubt liaise with the infection prevention team.



Appropriate PPE to be worn at all times



## If the patient is not infectious:

1. Dispose of all drugs and clinical waste at the referring hospital
2. Dispose of all used single patient use items at the receiving.
3. Linen should be disposed of at the receiving hospital in the linen waste. Linen contaminated with bodily fluids must be placed in the red alginate bag before going into the white linen bag.
4. Wipe the retrieval trolley, including the equipment on it with Clinell wipes prior to leaving the receiving hospital.
5. Pedimate and Ferno harness should be washed using Clinell wipes. ACR harness should be washed on E1 following the manufacturer instructions.
6. Wipe all surfaces and seats in the ambulance with detergent wipes.

## If the patient is known to be infectious:

1. Carry out a deep clean.
2. Dispose of all drugs and clinical waste at the referring hospital
3. Dispose of all used single patient use items at the receiving.
4. Linen should be disposed of at the receiving hospital in a red alginate bag before going into the white linen bag.
5. Wipe the retrieval trolley, including the equipment on it with Acticlor Plus prior to leaving the receiving hospital.
6. Pedimate and Ferno harness should be washed using Acticlor Plus. ACR harness should be washed in a red alginate bag at the referring hospital and then washed on E1 following the manufacturer instructions.
7. All equipment used in the care of the patient should be cleaned with Acticlor Plus where appropriate. Risk-assess each piece of equipment prior to this as the Acticlor Plus may damage some surfaces, such as bleaching fabrics or corroding some metals. If used on metal, wash off with fresh water after 10 minutes of contact and dry with paper towels.

Empty bins within the ambulance.

Empty the cupboards in the ambulance and wipe the equipment within the cupboards with Acticlor Plus.

Wipe all surfaces and seats in the ambulance with Acticlor Plus and allow to air dry.

Clean the ambulance floor with Acticlor plus.

## Deep weekly cleaning:

1. Empty bins
2. All surfaces and equipment to be wiped down with detergent wipes
3. Mop the ambulance floor with Acticlor Plus.
4. Drivers cab—all surfaces and floor to be wiped with detergent wipes

## Cleaning of all nursing/medical uniforms:

Ensure all uniforms and doctors own clothes are washed at 60° as per Trust uniform policy.

Ensure all hospital scrubs are placed in the correct laundry bags, as per hospital linen policy.

Sometimes SORT may need to carry out back to back transfers or retrievals during a shift before being able to perform a deep clean. Acticlor plus will be used when available at the receiving hospital to clean the retrieval trolley, any equipment used and the ambulances surfaces and seats. If Acticlor plus is unavailable then Trust approved detergent wipes will be used instead, ensuring the deep clean with Acticlor plus takes place on return to base. *When making up Acticlor Plus solution, follow the COSHH Risk Assessment and hospital policy. Discard any unused solution when finished.*

## Related Documents:

Respiratory Virus Management and Control Policy:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/RespiratoryVirusManagementandControlPolicy/RespiratoryVirusManagementandControlPolicy.pdf>

Paediatric Isolation Policy:

<http://staffnet/TrustDocsMedia/DeptDivSpecific/DivC/ChildHealth/ChildHealthGuidelines/ChildHealthInfectionControl/PaediatricIsolationPolicy/Paediatric-Isolation-Policy-Feb-2017.pdf>

MRSA Policy:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/MRSA/MRSAPolicy.pdf>

Standard infection Control Precautions Policy:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/StandardInfectionControlPrecautionsPolicy/StandardInfectionControlPrecautionsPolicy.pdf>

Decontamination of Medical Devices Policy:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/DecontaminationofMedicalDevicesPolicy/DecontaminationofMedicalDevicesPolicy.pdf>

Clostridium Difficile – Management of Adult Patients With Us

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/ClostridiumDifficile-ManagementofAdultPatientswithsus/CDiffPolicy-AppendixGInfectionControlActionCard.pdf>

Infection Prevention PPE Policy

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/InfectionPreventionPPEPolicy/InfectionPreventionPPEPolicy.pdf>

Cleaning Procedures for Vacated Isolation Rooms and Bed Spaces:

[http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/IsolationPolicy/AppendixN\(2\)Cleaningproceduresforvacatedisolationroomsandbedspaces.pdf](http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/IsolationPolicy/AppendixN(2)Cleaningproceduresforvacatedisolationroomsandbedspaces.pdf)

Acticlor Plus Instructions Poster:

<http://staffnet/Media/DepartmentsAndCareGroups/DepartmentOfInfection/InfectionControl/Resources/Actichlorplusinstructionsposter.pdf>

COSHH Assessment for Clinell Sporicidal Wipes:

<http://staffnet/Media/DepartmentsAndCareGroups/DepartmentOfInfection/InfectionControl/CleaningandDecontamination/COSHHassessmentforClinellsporicidalwipes.pdf>

Additional Guidance for the Use of Acticlor Plus:

<http://staffnet/Media/DepartmentsAndCareGroups/DepartmentOfInfection/InfectionControl/ArticlesForPageId4054/AdditionalguidanceforuseofActichlorPlusApril2007.doc>

Care of Linen Policy:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/CareofLinen/Care-of-Linen-Policy.pdf>

Waste Information – Waste Disposal Streams:

<http://staffnet/Media/DepartmentsAndCareGroups/DepartmentOfInfection/InfectionControl/InfectionPreventionResources/Waste/Environment-Folder-Waste-Leaflet-updated-June-2016.pdf>

Care of linen flowchart:

<http://staffnet/Media/DepartmentsAndCareGroups/DepartmentOfInfection/InfectionControl/InfectionPreventionResources/LinenLaundry/Careoflinenflowchart-v.1.pdf>

Isolation Scoring Table:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/IsolationPolicy/AppendixFIIsolationScoringTableOctober2015.pdf>

Sharps Safety Policy:

<http://staffnet/TrustDocsMedia/DocsForAllStaff/InfectionControl/SharpsSafetyPolicy/SharpsSafetyPolicy.pdf>