

Policy: The Judy & Josh Weston Assisted Living Residence will provide and maintain a sanitary and safe environment for the residents, their families and guests. The Residence will provide housekeeping, laundry, pest control and maintenance services.

Procedure:

1. The Judy & Josh Weston Assisted Living Residence will respect the right of the resident to maintain their private residential suite in a manner to which they are accustomed. If safety is ever an issue, it will be discussed with the resident to prevent any accidents.
2. The Residence and its contents, including all surfaces such as tables, floors, walls, beds and dressers, shall be clean to sight and touch free of dirt and debris.
3. All rooms will be ventilated to help prevent condensation, mold growth, and noxious odors.
4. All furnishings shall be clean and in good repair, and mechanical equipment shall be in working order. Items which are broken or worn to the extent that they may cause discomfort or present danger to residents shall be repaired, replaced or removed promptly.
5. All equipment and materials necessary for cleaning, disinfecting, sanitizing and sterilizing (if applicable) shall be provided. All house hold and cleaning products used by the Residence shall be identified, labeled and secured. All poisonous and toxic materials shall be identified, labeled and stored in a locked cabinet or room. The telephone number of the Poison Control Center shall be conspicuously posted in the Residence.
6. For central kitchens, thermometers which are accurate to within three degrees Fahrenheit will be kept in a visible location within refrigerators, freezers and storerooms used for perishable and other items subject to deterioration. Temperatures shall be maintained in accordance with Chapter 12 of the New Jersey Sanitary Code, N.J.A.C. 8:24.
7. Lighted and ventilated storage spaces shall be provided in the Residence for the proper storage of residents' clothing, linens, drugs, food, cleaning and other supplies.
8. Articles in storage will be elevated from the floor and away from walls (if moisture is present), ceilings and air vents.
9. Unobstructed aisles will be provided in storage areas.
10. Effective and safe controls shall be used to minimize and eliminate the presence of rodents, flies, roaches and other vermin in the Residence. Pesticides will be applied in accordance with N.J.A.C. 7:30.

11. When the Residence housekeeping services are provided, items such as toilets, showers and sinks will be disinfected.
12. Toilet tissue, soap, paper towels and waste receptacles will be provided in each common area rest area.
13. Non-carpeted floors in public areas will be coated with slip-resistant floor finish and any carpeting in public areas will be kept clean and odor free and shall not be frayed, worn, torn or buckled.
14. All equipment will have unobstructed space provided for operation.
15. Combustible materials shall not be stored in heated rooms or within 18 feet of any heater.
16. Paints, varnishes, lacquers, thinners and all other flammable materials will be stored in accordance with fire safety requirements specified in the Uniform Construction Code, N.J.A.C. 5:23.
17. A licensed electrician or an independent inspection agency approved by the State of New Jersey will annually inspect and provide a written statement that the electrical circuits and wiring in the Residence are satisfactory and in safe condition. The written statement shall include the date of inspection and shall include that circuits are not overloaded, that all wiring and permanent fixtures are in safe condition and that all portable electrical appliances, including lamps are U.L. approved. This written statement will be forwarded annually to the New Jersey Department of Health, Division of Health Facilities Evaluation.
18. The bucket with labeled chemical /cleaning solutions is to be taken into the room where cleaning is to occur. These chemicals are to remain in direct eyesight of the housekeeper at all times. Chemicals are not to be left on the cart while cleaning in a room.
19. Food or beverages shall not be placed on the cleaning cart at any time.

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