ROUTINE SCHEDULE FOR CLEANING, SANITIZING & DISINFECTING IN CHILD CARE CENTERS						
Areas	**Before Each Use**	**After Each Use**	**Daily (end of day)**	**Weekly**	**Monthly**	**Comments**
FOOD AREAS						
Food Preparation Surfaces	Clean, Sanitize	Clean, Sanitize				Use sanitizer safe for food contact
Eating Utensils & dishes		Clean, Sanitize				If washing the dishes by hand, use a sanitizer safe for food contact as the final step in the process; Use of an automated dishwasher will sanitize.
Tables & High Chair Trays	Clean, Sanitize	Clean, Sanitize				
Countertops		Clean	Clean, Sanitize			Use a sanitizer safe for food contact.
Food Prep Appliances		Clean	Clean, Sanitize			
Mixed Use Tables	Clean, Sanitize					Before serving food.
Refrigerator					Clean	
CHILD CARE AREAS						
Plastic mouthed toys		Clean	Clean, Sanitize			
Pacifiers		Clean	Clean, Sanitize			Reserve for use by only one child; Use dishwasher or boil for one minute
Hats			Clean			Clean after each use if head lice present.
Door & cabinet handles			Clean, Disinfect			
Floors			Clean			Sweep or vacuum, then damp mop, (consider micro fiber damp mop to pick up most particles).
Machine washable toys				Clean		Launder
Dress-up clothes				Clean		Launder
Play activity centers				Clean		
Drinking Fountains			Clean, Disinfect			
Computer Keyboards		Clean, Sanitize				Use sanitizing wipes, do not use spray
Phone receivers			Clean			
TOILETING & DIAPERING AREAS						
Changing tables		Clean, Disinfect				Clean with detergent, rinse, disinfect
Potty Chairs		Clean, Disinfect				
Handwashing sinks/faucets			Clean, Disinfect			
Countertops			Clean, Disinfect			
Toilets			Clean, Disinfect			
Diaper pails			Clean, Disinfect			
Floors			Clean, Disinfect			Damp mop with a floor cleaner/disinfectant
SLEEPING AREAS						
Bed sheets & pillow cases				Clean		Clean before use by another child
Cribs, cots & mats				Clean		Clean before use by another child
Blankets					Clean	

One of the most important steps in reducing the spread of infectious diseases in child care settings is cleaning, sanitizing or disinfecting surfaces that could possibly pose a risk to children or staff. Routine cleaning with detergent and water is the most common method for removing some germs from surfaces in the child care setting. However, most items and surfaces in a child care setting require sanitizing or disinfecting after cleaning to further reduce the number of germs on a surface to a level that is unlikely to transmit disease.

What is the difference between sanitizing and disinfecting? Sometimes these terms are used as if they mean the same thing, but they are not the same.

Sanitizer is a product that reduces but does not eliminate germs on inanimate surfaces to levels considered safe by public health codes or regulations. A sanitizer may be appropriate to use on food contact surfaces (dishes, utensils, cutting boards, high chair trays), toys that children may place in their mouths, and pacifiers.

Disinfectant is a product that destroys or inactivates germs (but not spores) on an inanimate object. A disinfectant may be appropriate to use on hard, non-porous surfaces such as diaper change tables, counter tops, door & cabinet handles, and toilets and other bathroom surfaces. The U.S. Environmental Protection Agency (EPA) recommends that only EPA-registered products be used. Only a sanitizer or disinfectant product with an EPA registration number on the label can make public health claims that they are effective in reducing or inactivating germs. Many bleach and hydrogen peroxide products are EPA-registered and can be used to sanitize or disinfect. Please see the "How to Find EPA Registration Information" section to learn more specific information on the products.

Information from Caring For Our Children, 3rd edition (Appendices J & K)

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