


Name of Policy: <u>Pastoral Care Equipment Cleaning</u> Policy Number: 3364-103-PC-12 Department: Service Excellence – Pastoral Care Approving Officer: Chief Experience Officer Responsible Agent: Spiritual Support Manager Scope: UTM C Pastoral Care	 Effective Date: 10-4-2019 Initial Effective Date: 3/16/2009				
<table> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input type="checkbox"/> Major revision of existing policy</td> <td><input checked="" type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>		<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy	<input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Reaffirmation of existing policy
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(A) Policy Statement

Equipment cleaning (CD players, CD's, books, art supplies) will be managed after each patient use by cleaning within the department.

(B) Purpose of Policy

To assure that appropriate cleaning is performed as required, and actions are taken to assure equipment is maintained in optimal functionality and cleanliness.

(C) Procedure

1. CD players and CD's will be wiped down, (sanitized) with a hospital approved disinfectant or disinfectant wipe upon return to the Pastoral Care Department. CD players will be placed in a plastic bag once they are sanitized.
2. Books and art supplies will be sanitized with a hospital approved disinfectant or disinfectant wipe upon return to the Pastoral Care Department.

Approved by: /s/ _____ Mario Toussaint Chief Experience Officer <i>Review/Revision Completed By:</i> Dan Deeter	Review/Revision Date: 10/29/2012 10/23/2015 08/17/2018 10/4/2019 Next Review Date: 10/4/2022
Policies Superseded by This Policy: None	

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.