Sample COVID-19 Health Schedule for Child Care Providers and Caregivers
(adapted from the National Resource Center for Health and Safety in Child Care and Early Education)

Areas	Before Each Use	After Each Use	Daily (at the end of the day)	Weekly	Monthly	Notes
Food preparation surfaces	Clean, sanitize	Clean, sanitize				Use a sanitizer safe for food contact
Eating utensils & dishes		Clean, sanitize				If washing the dishes and utensils by hand, use a sanitizer safe for food contact as the final step in the process; Use of an automated dishwasher will sanitize
Table & highchair trays	Clean, sanitize	Clean, sanitize				
Countertops		Clean	Clean, sanitize			Use a sanitizer safe for food contact
Food preparation appliances		Clean	Clean, sanitize			
Mixed use tables	Clean, sanitize					Before serving food
Refrigerator						
Plastic mouth 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 and if head lice

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						present
Door & cabinet handles			Clean, disinfect			
Floors			Clean			Sweep or vacuum, then damp mop *consider using micro fiber damp mop to pick up most particles
Machine washable cloth 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				
Changing tables		Clean, sanitize per rule				Clean with detergent, rinse, disinfect
Handwashing sinks & faucets			Clean, sanitize per rule			
Countertops		Clean, disinfect	Clean, disinfect			

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Areas	Before Each Use	After Each Use	Daily (at the end of the day)	Weekly	Monthly	Notes
Toilets			Clean, sanitize per rule			
Diaper pails			Clean, sanitize per rule			
Floors			Clean, sanitize per rule			Damp mop with a floor cleaner or disinfectant
Bed sheets & pillow cases				Clean		Clean and sanitize (per rule) before use by another child *families may bring in own bedding
Cribs, cots & mats			Clean			Clean and sanitize (per rule) before use by another child
Blankets				Clean		Clean and sanitize (per rule) before use by another child

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Cleaning, Disinfecting & Sanitizing

There are different procedures to clean, sanitize, and disinfect. The following information is based on federal, state, and local sources, to reduce the spread of germs, with a special focus on COVID-19.

Cleaning

Cleaning removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and decreases the risk of spreading infection.

Disinfecting

Disinfecting kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface by cleaning it, we can further lower the risk of spreading infection. Bleach, chlorine wipes, and disinfecting spray are some examples of disinfecting products. Hand sanitizer is also a disinfecting product.

Sanitizing

Sanitizing reduces the number of germs on surfaces or objects to lower the risk of spreading infection by using one of the disinfecting methods.