

# Clean and Sterile Supply Storage Guide

For use in Tier 2 Storage Areas: Acute care units, LTC, Primary and Community care

- ❌ No cardboard<sup>1</sup>. No external shipping containers. Internal boxes are not refilled<sup>2</sup>
- ❌ No soiled supplies
- ❌ No decontamination or cleaning in clean supply rooms
- ❌ No sinks
- ✅ Doors are closed, access is restricted
- ✅ Staff perform hand hygiene before accessing supplies
- ✅ Shelving has a solid top and bottom shelf or liner
- ✅ Shelving is smooth, non-porous, and able to withstand disinfection
- ✅ Shelving and bins<sup>3</sup> are free from visible dust and soil and are cleaned on a regular schedule
- ✅ Sterile supplies are stored above liquids
- ✅ Sterile supplies are not stored in hallways or alcoves
- ✅ Stock rotates, first in, first out ensuring packaging is not crushed or damaged
- ✅ Supplies are protected from mop splash, dust accumulation, sunlight, temperature changes and high humidity
- ✅ Supplies are not stored on floors, windowsills, sinks or under pipes
- ✅ Heavy items are stored appropriately



Construction guidelines: Floors shall be seamless, impermeable, and slip-resistant, and finishes shall withstand rolling equipment and provide minimal rolling resistance. Walls are smooth and impact-resistant where heavy carts are exchanged. Wall bases and floor edges are constructed as integral, tightly sealed covered bases with no gaps.

Shelving shall be 250mm off the floor, 450mm from the ceiling and 50mm from outside walls.