**Section 2603.120 Sanitation**

a) Introduction

Good sanitation practices must be a prime consideration. Children, in varying stages of adolescence, exhibit individual differences with respect to their personal habits. The facility must be maintained in a clean and orderly condition.

b) Minimum Standards

1) General Requirements

A cleaning schedule shall be established.

A) Floors shall be cleaned at least once daily.

B) Windows shall be clean.

C) Insect screens shall be installed in windows, when appropriate, for protection from flying insects. Exterior doors shall be equipped with a screen door.

D) Ventilation must be sufficient to admit fresh air and remove disagreeable odors.

E) Forced air or other form of artificial ventilation in the living area shall provide 10 cubic feet per minute of air exchange per person.

F) Walls shall be kept clear of graffiti.

G) Walkways and corridors shall be free of litter and trash.

H) Mops and other cleaning tools and implements shall be thoroughly cleaned and dried after each use and stored in a well ventilated place.

I) All cleaning details shall be under the supervision of a staff member.

2) Facility Equipment

Quarters equipment, e.g., toilets, washbasins, shower stalls, and sinks, shall be thoroughly cleaned each day. All trash and garbage containers shall be equipped with tightfitting covers. Trash and garbage shall be removed at least daily and disposed of in a sanitary manner.

3) Facility Supplies

An adequate supply of clean clothing, bedding, towels, washcloths, soap, and cleaning supplies shall be maintained.

A) Sheets, pillow cases, and mattress covers shall be changed and washed at least once a week.

B) Vinyl-covered mattresses must be washed with hot water, detergent, and disinfectant monthly or before reissue.

C) Blankets shall be laundered, or otherwise sterilized, monthly or before reissue.

D) Cotton or fiber-filled mattresses shall be spray sanitized monthly or before reissue.

E) A clean towel and washcloth shall be issued to each child at least three times weekly.

F) Shaving tools shall be returned to a staff member. The staff member must ensure they are clean. Shaving tools must be securely stored when not in use.

4) Facility Food Service

The floors of all rooms in which food or drink is stored, prepared, served or in which utensils are washed, shall be kept clean.

A) All counters, shelves, tables, equipment, and utensils with which food or drink come in contact, shall be maintained in good repair and free of corrosion, cracks, and chipped or pitted surfaces.

B) Utensils shall be stored in a clean, dry place protected (covered or inverted) from flies, dust, overhead leakage, and condensation.

C) Plumbing facilities shall conform to the Illinois State Plumbing Code.

D) The range cooking surface shall be scraped daily. Hoods, vents, and filters shall be cleaned weekly.

E) All windows, walls, and woodwork shall be kept clean.

5) Body Pests

Frequent inspection of living areas shall be made to aid in control of body pests. Immediate extermination measures shall be taken when body pest infestation occurs, including spraying or fumigation of bedding, clothing, equipment, and all areas of the building supportive to existence and reproduction of the pests.

6) Pest and Vermin Control

A continuous and effective program of insect and rodent control and extermination shall be established.

7) Living Area

Furniture in living areas shall be wiped free of dust daily.

8) Refuse Receptacles

Refuse receptacles shall be located in living and sleeping areas and emptied daily.

(Source: Amended at 12 Ill. Reg. 12405, effective October 1, 1988)