

GSOP01

Standard Operating Procedure for Safe Cleaning, Decontamination and Storage of Re-usable Wash Bowls

Contents

Sections	Page
1.0 Procedure Statement (Purpose/Objective of the Procedure)	2
2.0 Accountabilities	2
3.0 Procedure/Guideline Detail/Actions	2
4.0 Equipment Required	3
5.0 Training	3
6.0 Financial Risk Assessment	4
7.0 Equality Impact Assessment	4
8.0 Maintenance	4
9.0 Communication and Training	4
10.0 Audit Process	5
11.0 References	5

1.0 Procedure Statement (Purpose / Objectives of the Procedure).

The purpose of this standard operating procedure (SOP) is to provide staff who work in the clinical areas of Walsall Healthcare NHS Trust and The Royal Wolverhampton NHS Trust with a local guideline to safely and effectively utilise re-usable wash bowl, including cleaning, decontamination and storage (as part of trial or embedded local practice).

In adhering to this SOP, all applicable aspects of the Conflicts of Interest Policy must be considered and addressed. In the case of any inconsistency, the Conflict-of-Interest Policy is to be considered the primary and overriding Policy.

2.0 Accountabilities

The local management team are responsible for auditing these standards. Audit results and actions will be provided to department, care group and divisional team.

3.0 Procedure and actions

This SOP will outline key procedure for, storage, cleaning and decontamination of re-usable wash bowls.

- Clean and not in use washbowls will be stored securely in a clean storage area and accessed by staff via the nurse in charge.
- If the patient cannot mobilise to the bathroom (once agreed by the nurse in charge) this will be documented on patient's record and a wash bowl will be allocated, this must be allocated and for the use of that individual patient only.
- After each use for the allocated patient the wash bowl will be decontaminated with the green universal wipes (Clinell) and a "I am clean" label signed and applied inside the bowl.
- After use water *MUST be disposed in the dirty utility* and not in hand wash basins located in the bays or side rooms.
- Cleaning technique is of the uttermost importance, following the principle in the picture below.



- The bowl will be stored within the bedside locker, once fully **dry, empty** and **upside down**.

- If the bowl is no longer required or after patient discharge, it must be decontaminated with a two-stage approach
 1. **WHT: green universal wipes (Clinell)** let dry,
 2. **WHT: then chlorine wipes**
 - **(RWT use a 1 step process with Chlorine wipes only)**
 3. let air dry before storing (same principle of cleaning must be followed as above).
- If a RED (HPV) clean is being completed on discharge or transfer, the wash bowl must be left in the room to undergo extra decontamination.
- If a patient is suspected or known to have colonisation or infectious status, **WHT** use the two-stage approach of decontamination between uses for the same patients (green universal wipes followed by chlorine wipes). **RWT** use a 1 step process with Chlorine wipes only

4.0 Equipment Required

Re-usable wash bowls have been purchased and allocated to trial areas across the organisation.

5.0 Training

All members involved in the deployment of reusable washbowls will be responsible to deploy effective training to the areas involved, this may include Quality team or others. The Infection prevention & control team (IPCT) will support in the training of safe use, cleaning, decontamination and storage of the re-usable wash bowls. Communications will be disseminated to key stakeholders and wider groups involved.

6.0 Financial Risk Assessment

1	Does the implementation of this document require any additional Capital resources	No
2	Does the implementation of this document require additional revenue resources	No
3	Does the implementation of this document require additional manpower	No
4	Does the implementation of this document release any manpower costs through a change in practice	No
5	Are there additional staff training costs associated with implementing this document which cannot be delivered through current training programs or allocated training times for staff.	No
	Other comments	

7.0 Equality Impact Assessment

An initial equality analysis has been carried out and it indicates that there is no likely adverse impact in relation to Personal Protected Characteristics as defined by the Equality Act 2010. Please refer to completed EIA form on page 13.

8.0 Maintenance

The SOP will be reviewed accordingly to progression of the trial and yearly should trust wide implementation occur.

9.0 Communication and Training

The SOP will be communicated to the management group for the areas, including Divisional Directors of Nursing, Matrons and Ward manager previous to the implementation and post training. Training will commence before implementation of the reusable wash bowl on effecting cleaning and decontamination.

It is the responsibility of the local manager and individual staff to ensure compliance with training requirements and work within sphere of competence.

10.0 Audit Process

Criterion	Lead	Monitoring method	Frequency	Evaluation
Assess standards of cleanliness, storage and use of wash bowls as per this SOP	Matron and Ward manager for the area	Audit via InPhase	Monthly	Divisional quality meetings
As above	IPC team	WHT Enteric audits or Droplet audits via InPhase RWT enhanced, Environment and Annual IPS audit	As part of current audit cycle	IPC Committee and divisional meetings

11.0 References - Legal, professional or national guidelines

National Infection Prevention and Control Manual (NIPCM) for England

[NHS England » Chapter 1: Standard infection control precautions \(SICPs\)](#)

epic3: National Evidence-Based Guidelines for Preventing Healthcare-Associated Infections in NHS Hospitals in England [epic3: National Evidence-Based Guidelines for Preventing Healthcare-Associated Infections in NHS Hospitals in England - Journal of Hospital Infection](#)

Health and Social Care Act 2008: code of practice on the prevention and control of infections [Health and Social Care Act 2008: code of practice on the prevention and control of infections - GOV.UK](#)

Investigating the effect of enhanced cleaning and disinfection of shared medical equipment on health-care-associated infections in Australia (CLEEN): A stepped-wedge, cluster randomised, controlled trial. *The Lancet Infectious Diseases*. Advance online publication. <https://www.sciencedirect.com/science/article/abs/pii/S1473309924003992>

Wiping out MRSA: Effect of introducing a universal disinfection wipe in a large UK teaching hospital. *Antimicrobial Resistance & Infection Control*, 7(1), 155. <https://aricjournal.biomedcentral.com/articles/10.1186/s13756-018-0445-7>

Part A - Document Control

Version number: V1.0 GSOP01	Document Title Standard operating procedure for safe cleaning, decontamination and storage of re-usable wash bowls.	Status: Final		Author: Stefano Oggiano Associate director – Nursing ops and deputy DIPC Co author Lisa Hall, Senior Matron Infection Prevention RWT Executive Sponsor(s) Chief Nursing Officers
Version / Amendment History	Version	Date	Author	Reason
	1.0	October 2025	Associate director – Nursing ops and deputy DIPC	New document/SOP
Intended Recipients: clinical staff caring for patients who require assistance with hygiene needs, clinical areas at WHT				
Consultation Group / Role Titles and Date: Quality team, IPC team, IPC Doctor WHT, RWT IPCG – 24.05.26				
Name and date of group where reviewed		Group Policy Meeting – June 2026		
Name and date of final approval committee (if trust-wide document)/ Directorate or other locally approved committee (if local document)		Group Policy Meeting – June 2026 Executive Sponsors Endorsements – September 2026		
Date of Procedure/Guidelines issue		September 2026		
Review Date and Frequency (standard review frequency is 3 yearly unless otherwise indicated.		September 2029 – Every 3 years		
Training and Dissemination: via internal communications, face-to-face training session, relevant groups such as IPC Committee, Quality team meetings, divisional board meeting.				

Publishing Requirements: Can this document be published on the Trust's public page:

Yes

If yes you must ensure that you have read and have fully considered it meets the requirements outlined in sections 1.9, 3.7 and 3.9 of OP01, Governance of Trust-wide Strategy/Policy/Procedure/Guidelines and Local Procedure and Guidelines, as well as considering any redactions that will be required prior to publication.

To be read in conjunction with:

RWT:

IP10 Isolation policy for infectious disease

IP12 Standard Precautions

Initial Equality Impact Assessment: Completed Yes

Full Equality Impact assessment (as required): Completed Yes If you require this document in an alternative format e.g., larger print please contact Policy Management Officer for Trust- wide documents or your line manager or Divisional Management Office for Local documents.

Contact for Review

Associate director – Nursing operations and Deputy DIPC; or Lead IPC Nurse

Monitoring arrangements

Divisional boards meetings, IPC Committee, Quality meetings

Document summary/key issues covered. The purpose is to standardise clear steps to use re-usable wash bowls and ensure appropriate storage, cleaning and decontamination practices are undertaken.

Key words for intranet searching purposes

Wash bowl, reusable