

# Daily Cleaning Chore Chart

**Client  
Initials**

**Staff  
initials**

Date: \_\_\_\_\_

House: \_\_\_\_\_

\*\*3rd shift will send these up to the center at the end of the month with their monthly paperwork.

Clear the dishes from the table

Load the dishwasher

Wash any dishes that would not fit in the dishwasher

Wipe off the table, counters, and stove top

Clean microwave inside and out

Sweep the floor

Mop the floor

Empty dishwasher after being run

Clean sinks

Wipe off the cabinets, chairs, and appliances at needed

## Bathroom

**Initials of  
Client for  
Bathroom  
#1**

**Staff  
initials**

**Initials of  
Client for  
Bathroom  
#2**

**Staff  
initials**

**Initials of  
Client for  
Bathroom  
#3**

**Staff  
initials**

**Initials of  
Client for  
Bathroom  
#4**

Clean mirrors

Clean Toilets

Clean sinks

Spray shower down

Scrub shower stall and tub

Scrub shower curtain

Empty garbage/waste baskets and put in new bag

Change towels/Put in new paper towels

Sweep the floor

Mop the floor

Shake rugs outside

Wipe down the cabinets