Baby Changing Station
Maintenance Checklist

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Koala Kare
We Care For Kids.

Keep your Koala Kare products in good working order for the families who visit your establishment. By performing regular maintenance and purchasing replacement parts when needed, your products can last for many years to come. Use the checklists below to examine your baby changing stations and make sure they are safe and sanitary.

Baby Changing Station
KB200-05

Maintenance Checklist

1. Check that the unit opens and closes smoothly. If the door does not fully close once it is almost shut or if the door falls open without slowing, then the shock may need to be replaced.
2. Ensure that the unit has both ends of a functioning, non-frayed strap. The strap should be replaced if webbing is frayed or missing.
3. Check that the buckle clicks when closed and its strap is attached to the unit at both ends. If the buckle does not function properly, please replace.
4. Make sure that the built-in liner dispenser is fully stocked. Refill liners if quantity is low.
5. Check that the warning label is properly affixed to the product in a conspicuous place and is undamaged and readable.
6. Check that all interior and exterior surfaces are free from damage.

Safety Reminder

Employees who service your baby changing stations should use the following personal protective equipment (PPE):

- Powderless latex/nitrile gloves to protect hands
- Long-sleeve shirts to protect the wrists and arms
- Safety goggles
- A Wet Floor Sign to place outside the restroom to alert the public of maintenance work

Cleaning Checklist

In addition to regular maintenance checks, you should clean and disinfect your baby changing station at least once per day. Koala Kare recommends taking the following steps:

1. First, use a clean nylon brush or a rag for loosening or removing soil on textured surfaces.
   - We recommend using a microfiber rag to dry surfaces once they have been cleaned, as microfiber can capture 25—35% more small particles of soil than traditional terrycloth rags.
2. Next, apply disinfectant to clean, dry surfaces using a spray bottle or other liquid-based form of application. Allow disinfectants to dwell for 7–10 minutes. Do not wipe; allow to air dry.
3. Lastly, perform a quality assurance check to make sure there are no odors or traces of visible soil on either the unit itself or the adjoining wall and floor around the unit. Also, use this check as an opportunity to be sure the unit is secured properly to the wall.