



**Policy Title**

Student Lounge Maintenance

**Identifier**

UofSCSOMG – STAF – 15.02

<b>Prepared by:</b> Office for Student Affairs	
<b>Reviewed by:</b> Student Affairs Policy Committee	<b>Review Date:</b> 07/10/2018
<b>Approved by:</b> UofSCSOMG Policy Committee	<b>Approval Date:</b> 07/19/2018
	<b>Effective Date:</b> 7/19/2018

**LCME Standards**

5.11 Study / Lounge / Storage Space / Call Rooms

**Scope**

University of South Carolina (UofSC) School of Medicine Greenville students

**Policy Statement**

The Student Lounge in the UofSC School of Medicine Greenville building is available for medical student use with the expectation that students will be responsible for maintaining the cleanliness of the space. Students are responsible for regularly cleaning the sinks, appliances, and dishes in the lounge.

**Reason for Policy**

To provide UofSC School of Medicine students clarity on the clean-up policy for the student lounge

**Procedures**

For any major spills or stains, students should clean the space to the best of their ability and alert Facilities Management to mitigate damage to lounge space.

**I. Schedule:**

- a. Cleaning of the student lounge will be rotated among the M1 and M2 class officers and will occur every Friday at 1:00 pm. At that time, the class officers will clean out all refrigerators and discard any dirty dishes left in the lounge.

**II. Food:**

- a. Any perishable food items left in the refrigerators or on the countertops and are *not labeled* will be discarded. *This will include any containers, Tupperware, and dishes.*

**III. Dishes:**

- a. Any unwashed dishes left in the sink, on countertops, or on tables will be discarded.

b. Any cleaned dishes placed on the drying rack will NOT be discarded.

**IV. Labeling food**

- a. Any food items that are labeled will NOT be discarded. Labels must include the following:
  - i. Name
  - ii. Date
  - iii. “Do not throw away on Friday”
- b. Masking tape and sharpies will be provided in the student lounge for labeling.

**Sanctions**

Failure to maintain the cleanliness of the Student Lounge may result in sanctions up to and including suspension of use.

**Additional Contacts**

M1 Class Officers  
M2 Class Officers  
Office for Student Affairs  
Facilities Management

**Related Information**

UofSC School of Medicine Greenville Student Handbook  
UofSCSOMG – FCMN 2.00 – Use of Educational Facilities

**History**

Date of Change	Change
July 2019	Editorial changes made due to branding updates and titles; formal approval not required.
July 2018	Policy formalized into standardized template, LCME CQI