

CLAREMONT MEDICAL CENTRE

EXTENDED HOURS – CLOSING SURGERY CHECKLIST

- ❖ Check lights are off in toilets
- ❖ Close and lock all windows
- ❖ Switch off computer
- ❖ Put dirty crockery in dishwasher
- ❖ Switch off all lights
- ❖ Set alarm with appropriate code (2280 & Yes)
- ❖ Lock back door
- ❖ Close and lock gates

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