

Changing Station Maintenance Checklist



Routine upkeep of your Sova tables ensures they stay safe, sanitary, and welcoming for every family who walks through your doors. It also means fewer replacements and longer-lasting equipment. Follow our simple maintenance tips below to support your guests—and your business—for the long haul.

Maintenance Checklist

- ☒ **Inspect hinges, mounting brackets, and fasteners** regularly to ensure everything is stable and secure. Contact Sova customer service to replace any components that show signs of loosening or wear.
- ☒ **Check that the hinges and opening mechanism** operate smoothly and without resistance.
- ☒ **Confirm the unit is firmly attached** to the wall to help prevent tipping or injury.
- ☒ **Test the safety belt** to ensure it locks securely and adjusts easily with one hand. Replace it if it's not functioning properly.
- ☒ **Verify that all labels**, including weight limits, are clearly visible and intact to help prevent misuse or overloading.
- ☒ **Look for any signs of wear or damage** on the table surface and structure. Replace cracked, broken, or worn parts immediately to maintain a safe, functional station.

Cleaning Checklist

- ☒ **Disinfect your changing table at least once daily** to maintain a sanitary surface for every user.
- ☒ **Wipe down the surface** with a damp cloth to loosen and remove any residue.
- ☒ **Clean using a damp cloth** and mild solution, such as dish soap or a gentle multi-purpose cleaner diluted with water.
- ☒ **Remember to avoid harsh or chemical-based cleaners** that could be unsafe for children or damage the surface.



Safety Reminder

When your team is caring for baby changing stations, it's important they're protected too. We recommend the following protective equipment to keep employees safe while they maintain a clean, welcoming space for families:

1. **Powder-free latex or nitrile gloves and long sleeves** to protect hands from cleaning agents and germs
2. **Safety goggles for eye protection** during cleaning
3. **A "Wet Floor" sign** placed outside the restroom to let visitors know maintenance is in progress