

BEDMAKING (UNOCCUPIED)

PURPOSE:

1. To prepare a bed for admission of resident.
2. To provide clean, comfortable environment for the resident.

EQUIPMENT:

1. Sheets.
2. Bedspread.
3. Pillowcase.
4. Blanket.
5. Drawsheet.
6. Plastic protector or incontinence pad, if needed.
7. Dirty linen hamper.

PROCEDURE:

1. Take linen to bedside and place on chair in order of use. A clean surface may be created by placing a towel on a chair or bed table.
2. Adjust bed to flat position in comfortable working height.
3. Loosen linen and remove from bed.
4. If removing soiled linen, loosen linen all around mattress and roll from edges to center with soiled side inward. Remove linen from bed, holding away from uniform, and place directly into linen hamper. NEVER PLACE LINEN ON THE FLOOR. Remove soiled pillowcase from pillow and place in linen hamper. Set pillow aside on clean surface.
5. Wash hands.
6. Pull mattress to head of bed.
7. If used, place mattress pad on mattress.
8. Place center of bottom sheet in center of mattress from head to foot. Put the small hem at the foot of the bed even with the edge of the mattress, rough edge next to mattress.
9. Open the sheet. It should hang evenly the same distance on each side of the bed.
10. Stand toward head of bed, and facing the bed, with your hand that is closest to the foot of the bed, lift up the mattress several inches and, using the other hand, tuck the top of the sheet firmly under the mattress.
11. For a mitered corner: with hand closest to foot of bed, pick up the edge of sheet at side of bed about 18" from head of mattress. Place this section of sheet on top of mattress. Tuck the hanging part of the sheet under the mattress. Pick up the part of the sheet resting on bed at the point and fold back over side of bed and tuck under hanging portion of sheet from head to foot of the mattress.
12. If used, place plastic draw sheet about 14" from head of bed, cover with cotton draw sheet, and tuck the sheets under the mattress.
13. Place top sheets with center fold at center of bed from head to foot. Put the large hem at head of bed evenly with top edge and rough side away from mattress. Open and spread the sheet so that it hangs evenly on both sides of mattress. Use same procedure for blanket and bedspread.
14. Standing toward foot of the bed and facing the bed, with hand closest to head of bed, lift bottom of mattress slightly at foot of bed and tuck sheet, blanket, and spread firmly under

foot of mattress. For a mitered corner, lift top linen with hand closest to the head of the bed about 18" from the foot of the bed. Place this section on top of linen on top of mattress. Tuck the hanging part of the top linen under the mattress. Pick up the part of the top linen resting on bed at the point and fold back over side of bed and let hang.

15. Go to other side of bed and repeat steps 10 through 14. Be sure to pull linen tightly and remove all wrinkles.
16. To put on a fresh pillowcase, hold pillowcase at end seam and turn back over your hand. Grasp end of pillow through pillowcase. Bring pillowcase down over pillow, fitting the pillow smoothly into the pillowcase. Place pillow at head of bed.
17. Lower bed to wheelchair height unless resident has specific order to lower bed to lowest position (for high/low bed) when unoccupied.
18. Leave room neat.
19. Wash hands.

NOTE: Linens to be changed with each shower and as needed.