

Chapter 20

BED MAKING

What You Will Learn

- The difference between an occupied bed and an unoccupied bed
- Key points relating to bed making
- How to make an occupied bed according to proper procedure
- How to make an unoccupied bed according to proper procedure

The Difference Between an Occupied Bed and an Unoccupied Bed

Learning the proper procedure for making a bed helps to ensure the client's comfort and sense of well-being. The bed is an important part of the client's home environment. Some clients will spend most of their day in bed. Other clients are able to be out of bed most of the time. While a clean, wrinkle-free bed is important for all clients, it is especially important to the client who spends many hours of the day in bed. An occupied bed is made up with the client in bed. It is usually done after giving a bed bath. When the bed is made while the client is out of the bed it is called an unoccupied bed.

Key Points in Bed Making

Linens should be changed as needed to ensure cleanliness. This is usually done on the day when the client has a bath or shower. How often linens are changed depends on the needs of the client and his wishes. If a client's bed is wet or dirty from stool, urine, emesis, bleeding or perspiration it should be changed. A client who is incontinent may have a plastic lift sheet covered with a cloth lift sheet or other protective pads or briefs. The bed must be neat and wrinkle-free. Wrinkles are uncomfortable and may lead to the development of pressure sores.

Check linens for dentures, hearing aids, jewelry, glasses, face tissues, or anything else before stripping the bed. Remove soiled linens from the bed without shaking them. Be careful not to bring them into contact with your face or uniform. Linens are covered with the client's germs. Place soiled linens in a laundry basket or plastic bag; NEVER ON THE FLOOR OR NIGHTSTAND. Stacking linens in the order used saves time and excess handling. When placing a case on the pillow you pull the case over while grasping the pillow with the other hand

Use proper body mechanics when making a bed. If the mattress is close to the floor, you may have to kneel on a clean towel to prevent stooping or bending. Remember to keep bed linens off the floor. If the client has a footboard, always place top linens over the footboard to prevent pressure on the client's feet. Follow the manufacturer's directions when making a bed with a specialty mattress.

Chapter 20

BED MAKING

PROCEDURE FOR MAKING AN OCCUPIED BED:

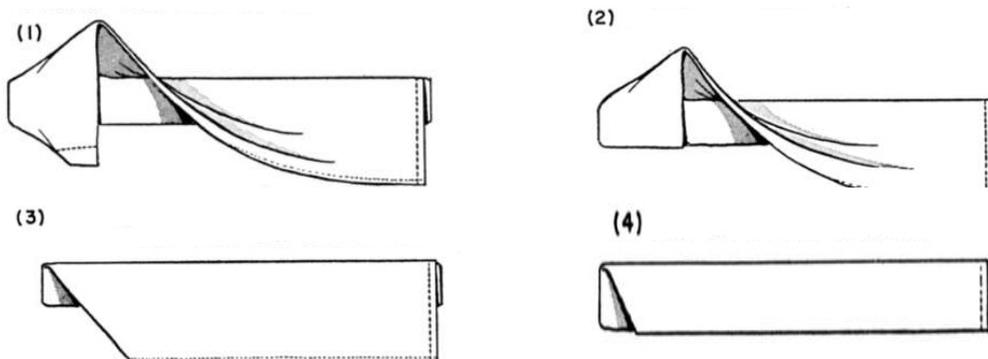
1. Gather necessary linens in the order to be used.
2. Wash your hands. Put on gloves.
3. Explain what you are going to do.
4. Provide privacy.
5. Raise adjustable bed to comfortable working position, side rails up unless you are working on that side.

CAUTION: DO NOT STEP AWAY FROM THE BEDSIDE WITH THE SIDE RAILS DOWN FOR ANY REASON DURING THE PROCEDURE.

6. Lower back and knee rest until bed is flat, if client's condition allows.
7. Loosen the top of bedding at foot of bed.
8. Remove spread; fold spread to foot of bed. Remove by grasping center and place on back of chair.
9. Remove blanket according to above procedure.
10. Place clean sheet over top sheet. Ask client to hold the clean sheet in place or tuck under client's shoulders. Remove dirty top sheet and place it in a laundry basket or plastic bag.
11. Keep pillow under client's head and turn client to side of bed you are not making.
12. Loose bottom bedding; free bottom linen and roll each piece to the client's back.
13. Place mattress pad on bed lengthwise with fold in the center.
14. Place bottom sheet lengthwise with a fold in the center.
15. Tuck fitted bottom sheet under the mattress.
16. Fanfold bottom sheet close to the client's back.
17. Center the lift sheet. Fanfold $\frac{1}{2}$ to the client's back; tuck other end under mattress. Place pads on bed if used.
18. Raise bed side rail; assist client in turning and moving to clean side of bed.
19. Move and keep pillow under client's head.

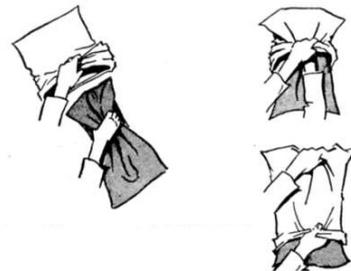
20. Go to opposite side of bed; lower bed side rail.
21. Pull through all bottom linen; remove and discard soiled linen in linen container. Do not allow the soiled linens to come in contact with your uniform.
22. Pull clean mattress pad toward edge of bed and tuck under mattress.
23. Pull clean bottom sheet toward the edge of bed and tuck it under the mattress.
24. Pull the lift sheet, tighten, and tuck it under the mattress. Smooth pads if used.
25. Assist client to the center of the bed.
26. If a blanket is used, place it over the top sheet; place the bedspread (if used) over the blanket even with the top sheet.
27. Tuck in top linens at foot of bed.
28. Tuck sheet, blanket, and bedspread at foot of bed under mattress and miter corners on each side (see Figure 20.2).

Figure 20.2: Mitered Corner



29. Change pillowcase and place pillow under the client's head (see Figure 20.3).
30. Lower adjustable bed and recess bed ranks.
31. Wash your hands.

Figure 20.3, Changing a Pillowcase



Chapter 20

BED MAKING

PROCEDURE FOR MAKING AN UNOCCUPIED BED:

1. Gather necessary linens in the order to be used.
2. Wash your hands. Put on gloves.
3. Explain what you are going to do.
4. Raise adjustable bed to high position; lower bed rails.

NOTE: BED SHOULD BE IN A FLAT POSITION.

5. Remove pillow and strip pillowcase.
6. Strip bed and place soiled linen a laundry basket or plastic bag. Do not allow the soiled linen to come in contact with your uniform.
7. Wash and dry plastic covered mattress, if soiled.
8. Remove and dispose of gloves.
9. Wash hands.
10. If used, place mattress pad on bed and pull smooth.

NOTE: FOR FITTED BOTTOM SHEETS, TUCK IN BOTH SIDES AND MAKE SURE ALL FOUR CORNERS ARE FITTED SECURELY UNDER THE MATTRESS CORNERS.

11. Tuck in near edge of bottom sheet, working from head to foot (see Figure 20.2).
12. If a lift sheet is used, fold the lift sheet in half and place it over the bottom sheet.
13. Place top sheet, halved, full length of bed, with hem at edge of head end of mattress.
14. Unfold the top sheet and place it level with the top edge of the head of the mattress.
15. Place blanket over top sheet centered on bed and about eight inches down from the edge of the top sheet.
16. Place bedspread (centered) over top sheet and blanket; leave enough spread to cover a pillow at top edge.

17. Miter the lower corner of sheet, blanket, and spread together on near side and allow to hang free (see Figure 20.2).
18. Gather open end of pillowcase in one hand, full length, and grasp pillow edge with same hand. With free hand, fit pillow corners into case (see Figure 20.3).
19. Place pillow on near half of bed with open end of case away from the doorway, walk to far side of bed.
20. Fold back on bed each piece of linen.
21. Pull mattress pad smooth and tuck under mattress from head to foot.
22. Tighten and tuck in lift sheet.
23. Pull top sheet, blanket, and bedspread straight; tuck under foot end of mattress.
24. Miter corner with sheet and blanket, or spread.
25. Place pillow in center of head of bed; pull bedspread over the pillow if used.
26. Lower adjustable bed and recess bed cranks.
27. Raise the bed rail on the opposite side of entry if indicated in service plan.

Chapter Review

1. What is the difference between an occupied bed and an unoccupied bed?
2. What are key points relating to bed making?
3. How do you make an occupied bed according to proper procedure?
4. How do you make an unoccupied bed according to proper procedure?

Student Exercise

Complete the following short-answer question.

1. Describe the difference between an unoccupied or occupied bed.

Circle the letter that corresponds to the correct answer.

2. Soiled linens should be placed _____.
 - a. on the floor
 - b. in a laundry basket
 - c. on the nightstand
 - d. on the chair
3. When making an unoccupied or occupied bed, make the _____.
 - a. far side of the bottom sheet first
 - b. near side of the entire bed first
 - c. far side of the entire bed first
 - d. entire bottom first
4. When placing a case on the pillow you should _____.
 - a. hold the pillow under your chin and insert pillow from bottom
 - b. lay the pillow on a chair and pull the case over the pillow
 - c. pull the case over while grasping the pillow with the other hand
 - d. lay the pillow on the bedside stand and pull the case over the pillow