

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?