NURSE AIDE CURRICULUM SKILL PERFORMANCE CHECKLIST

Name: ____________________________________________

Making Unoccupied (Closed) Bed - 5.03A

This skill MUST BE TAUGHT.  
However, individual skill competence check is NOT required for this skill.

Equipment  Mattress pad, 2 flat sheets or 1 flat and 1 fitted sheet, drawsheet, blanket and/or bedspread, pillowcase, or linen as needed

2. Place clean linens on chair in order of use. Raise bed to best level for body mechanics.
3. **Using Flat Bottom Sheet**
   Place flat sheet on top of mattress pad, hem down, with bottom edge of sheet even with bottom edge of mattress and centerfold in middle of bed.
4. Tuck bottom sheet under head of mattress.  Miter corner.
5. Keep sheet straight and tuck in side.
6. Place drawsheet, if used, across bed and tuck in side.
7. **Top Sheet**
   Unfold and center, hem fold side up, hem even with upper edge of mattress.
8. Unfold and center blanket and/or bedspread lengthwise to center of bed.
9. Miter top sheet and spread or blanket together at bottom of bed.
10. Go to other side of bed and fold top linens to center of bed.
11. Tuck bottom sheet under head of mattress.
12. Pull sheet tight and tuck under side of mattress, working from top to bottom of bed.
13. Straighten top sheet, blanket and/or bedspread, tuck in at foot of bed, and miter corner.
14. Fold top sheet back over blanket and/or bedspread at top of bed.
15. Insert pillow into pillowcase.  Place pillow on bed with open end away from door.
16. Adjust bed to lowest horizontal position.
17. Place call signal under pillow and attach.  Leave room in neat and orderly condition.
18. Wash hands.