

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

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| | 1. Wash hands. Assemble linens. |
| | 2. Place clean linens on chair in order of use. Raise bed to best level for body mechanics. |
| | 3. <u>Using Flat Bottom Sheet</u>
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. <u>Top Sheet</u>
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. |