




NURSE AIDE CURRICULUM SKILL PERFORMANCE CHECKLIST

Name: _____

Making Occupied Bed - 5.03C

 This performance checklist must be used by the teacher and student during skill acquisition, guided practice, and independent practice.

 During skill check-off, the student must perform the skill unassisted with 100% competence.

 While the course is being taught, a skill performance summary document/chart *may* be used to verify skills that have been completed. However, verification that the student has demonstrated competency on this skill **MUST** be recorded on the NATS Part II by the conclusion of the course.

Equipment: Clean linens, dirty linen hamper or linen bag, gloves or other PPE as needed

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| | 1. Assemble equipment, knock before entering. |
| | 2. Address resident by name, state your name and title. |
| | 3. Identify resident, explain procedure and obtain permission maintaining face-to-face contact whenever possible |
| | 4. Wash hands. |
| | 5. Place clean linens on chair close to bedside, stacked in order of use. |
| | 6. Put on gloves per facility policy. Always put on gloves if linens are soiled with blood or body fluids. |
| | 7. Provide for privacy. Remove call signal from bed. |
| | 8. Provide for resident safety and raise bed to best level for body mechanics. Adjust bed as flat as can be tolerated by the resident. Lock wheels on bed. Raise and lower side rails for safety. |
| | 9. Loosen top linens at foot of bed. |
| | 10. Place bath blanket/equivalent over top linens. |
| | 11. Ask resident to hold top edge of bath blanket/equivalent. If patient unable to assist, tuck bath blanket under the resident's shoulders. |
| | 12. Slide top linens out from under the bath blanket/equivalent, leaving resident covered. |
| | 13. Discard soiled top linens in dirty laundry container or bag. |
| | 14. Assure the bedrail on the far side of bed is raised. |
| | 15. Ask patient to grab the rail on the far side of bed and turn toward the rail and away from you. Assist the resident with turning as needed. |
| | 16. Adjust pillow for comfort. |
| | 17. Loosen bottom linens along side of bed from head to bottom and roll to the center of bed as far as possible. |

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	<u>Using Flat Bottom Sheet</u>
22.	Place the centerfold of a clean flat sheet next to resident; hem down. Bottom edge of sheet should be even with bottom edge of mattress. Bottom sheet is not tucked/anchored at the bottom. It is tucked/anchored at the head of the bed.
	<u>Using a Fitted Bottom Sheet</u>
23.	Place the raw seam at the corners toward the bed.
24.	Push/fanfold/roll top portion of the sheet close to the patient's back.
25.	Tuck the head end of the bottom sheet and miter corner.
26.	Keep sheet straight and tuck in along the beside.
27.	Place draw sheet, if used, across bed and tuck in side. Draw sheet should extend from the shoulders to beyond the hips.
28.	Raise the side rail where you are working and go to opposite side of bed.
29.	Lower the rail on that side, ask the resident to roll over and reach for the opposite side rail and pull to the opposite side, assist as needed.
30.	Before the resident rolls toward the clean side, advise them it will feel like a large "lump" as they roll over. Keep patient covered with the bath blanket while they are being turned.
31.	Move the pillow so it remains under the patients head.
32.	Remove soiled bottom linen. Place in dirty laundry container or bag. If bottom sheet grossly contaminated, remove gloves. Avoid contact between clothing and used linen.
33.	Pull clean bottom linen tight, tuck under head of mattress, miter corner and tuck in along the bedside.
34.	Position resident in supine position in center of bed, with pillow adjusted for comfort.
35.	Put on top linen over the bath blanket and remove the blanket by the same procedure as the soiled top sheets.
36.	Make a toe pleat by grasping both sides of the top covers at the mitered corner and gently pulling the top covers at toward the foot of the bed to make a 3-4 inch fold across the foot of the bed then complete the corner.
37.	Change the pillow case and adjust pillow under resident's head. Place dirty pillow case in hamper or linen bag.
38.	Provide for resident safety and adjust bed to lowest position.
39.	Provide for comfort with call signal in reach.
40.	Reposition chair and over bed table.
41.	Wash hands.
42.	Return dirty laundry container to proper location.

Instructor's Initials: _____ Date: _____