

LAB PROCEDURE UNOCCUPIED BED

PERFORMANCE CHECKLIST

STUDENT NAME _____

TOTAL POINTS POSSIBLE 100

DATE _____

POINTS EARNED _____

PERFORMANCE POINTS		PTS POSS	PT EARNED	REMARKS
1	Prepare supplies & equipment	3		
2	Wash hands	3		
3	Lower siderail	3		
4	Remove call light	3		
5	Raise bed to high position	3		
6	Use universal precautions	3		
a.	Apply gloves	3		
7	Remove & fold bed spread separately	3		
8	Remove soiled linen & discard in laundry hamper	3		
a.	Do not touch uniform with dirty linen	3		
b.	Remove gloves	3		
c.	Wash hands	3		
9	Complete one side of bed before moving to other	3		
10	Place fitted sheet on bed correctly	3		
11	Place drawsheet over middle section of bed	3		
12	Tuck near side under mattress	3		
13	Place top sheet in center of bed & unfold	3		
14	Place spread in center of bed & unfold	3		
15	Spread should cover top sheet on "door side"	3		
16	Tuck & miter corner of top linens as 1 unit	3		
17	Go to other side of bed	3		
18	Fanfold top linens back	3		
19	Secure fitted sheet on corners	3		
20	Pull & tuck in drawsheet tightly	3		
21	Straighten & tuck top linens	3		
22	Miter the corner as 1 unit	3		
23	Smooth bed, fold top sheet over spread 6-8"	2		
24	Replace pillowcase on pillow correctly	3		
a.	Without touching uniform	2		
25	Place pillow on bed open side away from door	2		
	TO MAKE AN OPEN BED			
26	Fanfold top covers toward foot of bed	2		
27	Place bed in lowest position	2		
28	Place call light on bed	2		
29	Straighten room	2		
30	Place dirty linens in dirty utility room	2		
31	Wash hands	3		
	TOTAL	100		

INSTRUCTOR _____