

SFHGEN81 - SQA Code HD37 04

Collect linen and make beds



Overview

This standard is about stripping and making beds, handling linen and bed coverings, as well as collecting bed coverings and moving them to the rooms.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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Performance criteria

- You must be able to:*
- P1 ensure that you:
 - P1.1 wear appropriate personal protective equipment
 - P1.2 complete hand hygiene procedures at correct intervals
 - P2 choose and collect the linens that you need for your work schedule using correct manual handling procedures
 - P3 make sure the linens meet your organisation's standards and deal promptly with any that do not
 - P4 strip all linens covering the beds
 - P5 handle and store soiled linens correctly and safely
 - P6 make sure the mattress is clean and intact reporting any damage or soiling
 - P7 make the bed according to your organisations instructions
 - P8 ensure you use the right linen depending on the individual and their circumstances
 - P9 leave the bed neat, smooth and ready for use

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Knowledge and understanding

You need to know and understand:

- K1 safe lifting and handling techniques and why you should always use them
- K2 your organisation's standards for linen and bed coverings
- K3 why you should keep soiled linen separate from clean linen
- K4 why it is important to check linen to make sure it is clean and up to standard
- K5 the types of problems that may happen when you are choosing and collecting linen from the linen store and how to deal with these
- K6 the correct way to deal with soiled linen
- K7 the right way to sort different fabrics
- K8 your organisation's procedures for making and re-sheeting beds
- K9 why it is important to use the right type and sized linen
- K10 the types of problems or unexpected situations that may happen when stripping and making beds and how to deal with these

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Additional Information

External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: EF2 Environments and buildings

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

Unit assessed as being complete

Candidate's Name:	
Candidate's Signature:	
Date submitted to assessor as complete:	

Assessor's Name:	
Assessor's Signature:	
Date assessed as complete:	

Internal Verification —

to be completed in accordance with centre's IV strategy

Evidence for this Unit was sampled on the following date/s:	IV's Signature	IV's Name

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

Date of admin check	IV's Signature	IV's Name

Unit completion confirmed

IV's Name:	
IV's Signature:	
Date complete:	