

## Fitting a Non-fitted Top Sheet

- Follow infection control procedures
- Wear appropriate protective equipment
  
- Ensure the bed is about knee height
- This allows you to protect your back
- Kneel/crouch at the side of the bed when removing or replacing bed coverings etc. to keep your spine in its natural S-shape
- Remove bed linen, pillowcase etc. by rolling them into a ball with the surface that has been in contact with the client inside the ball
- Do not put linen directly on the floor
- Soiled linen into red bag/s
- Is the mattress clean, if not, clean/replace it
  
- Fitting a non-fitted top sheet:
  - Place the top sheet, centred along its length along the centre of the mattress with the edges hanging over the mattress
  - Fold back between 15cm and 30cm of top sheet on top of itself at the head of the bed to make a flap, seam down for the person's comfort
  - Make sure the top of flap is positioned correctly to be comfortable for the person using the bed, the excess sheet hanging over the end of the bed
  - Starting at the corner of one side of the bed, using a hospital corner, tuck the sheet underneath the mattress
  - Work down that side of the bed tucking the sheet under the mattress
  - Go to the other side of the bed and repeat making sure you keep the sheet tight so there are no uncomfortable wrinkles
  
- Fit bed covers, over blankets etc. the same way you would fit the top sheet

