

Policy & Procedure Manual

BED MAINTENANCE AND SAFETY – R-VII-6

POLICY:

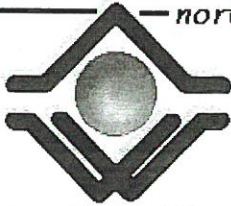
All beds, siderails and sleeping areas shall be maintained and used in a safe manner.

PURPOSE:

To ensure the safe use of beds and siderails.

GUIDELINES:

1. Protruding handles and wheels shall be turned in when not in use. Brakes shall be on at all times except for moving or cleaning.
2. Electrical cords are to be free of bedrails and casters and out of clients' reach.
3. Siderails will be safely secured. Plastic tubing and compressors shall be free from siderails and out of client's reach.
4. If clients are physically able, they will be taught to safely get in and out of bed.
5. The area around each bed shall be kept uncluttered and drawers on captain beds closed snugly.
6. Beds shall be appropriate for size and age of the client and range of movement.
7. Padded mats shall be placed on the floor beside the bed for clients as identified on Kardex and noted above bed.
8. Put bed in lowest position when client is in bed unattended, even if siderails are up.
9. Proper fitting mattresses shall be put on beds or adaptations shall be made i.e. pads, bolsters, netting, etc. Plastic covered mattresses and all bed surfaces will be cleaned monthly with an antibacterial cleaner and inspected for any damage or mechanical failures.



GUIDELINES (continued):

10. When beds or bedrails are not in proper working order or have been damaged and have become unsafe, ensure the safety of the client, report the situation to the Supervisor/designate and make arrangements for repairs to be made, as soon as possible.

RECOMMENDED BY: Director, Personal Support Services

APPENDICES: 0

OPERATIONAL ACCOUNTABILITY: Administration, Personal Support Services
Administration, Personal Support Services

ORIGINAL POLICY DATE: January 1985

AUTHORIZED BY: Executive Director

SIGNATURE: