



Australian Government

CHCCCS012 Prepare and maintain beds

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>CHC Community Services Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages. Minimal change to the elements and performance criteria. New evidence requirements for assessment including volume and frequency requirements.

Application

This unit describes the skills and knowledge required to apply bed making and cleaning practices to a range of beds to ensure that people can safely occupy a clean bed.

This unit applies to workers in a range of settings where beds may be occupied or unoccupied. Where beds in an acute setting are occupied, bed making will usually be performed in an assisting role or under the supervision of an appropriate health professional according to organisation policy.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Prepare area for bed making

- 1.1 Use personal protective equipment according to organisation policy
- 1.2 Adjust the height of the bed where possible
- 1.3 Clear the bed and surrounding areas of any medical and other equipment before stripping the bed
- 1.4 Check bed linen for displaced personal items, aids and equipment, and place aids and equipment in appropriate area or container

ELEMENT**PERFORMANCE CRITERIA**

Elements define the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

2. Make bed

- 2.1 Maintain the person's dignity and privacy
- 2.2 Strip bed linen, where necessary
- 2.3 Remove clinical waste and soiled linen and place in appropriate container
- 2.4 Clean the bed according to established procedures, where necessary
- 2.5 Place clean bed linen on bed in accordance with organisation procedures
- 2.6 Re-position existing bed linen
- 2.7 Ask the person whether they are comfortable, or if they have any specific bed needs
- 2.8 Handle reusable clean bed linen in accordance with organisation procedures
- 2.9 Clean mattresses and pillows regularly and on discharge, in accordance with organisation procedures

3. Leave bed ready for occupancy or continued occupancy

- 3.1 Adjust bed height for occupancy and apply brakes according to bed type
- 3.2 Keep bed, equipment and aids accessible and leave the bed ready for occupancy
- 3.3 Report damaged and/or faulty beds, equipment, mattresses, pillows and linen to appropriate personnel
- 3.4 Clean and return to storage area all cleaning implements
- 3.5 Dispose of any clinical waste in accordance with organisation procedures

Foundation Skills

The Foundation Skills describe those required skills (such as language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>

Assessment Requirements for CHCCCS012 Prepare and maintain beds

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- prepared and made 5 beds ready for occupancy following correct bed making procedures

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- bed linen items
- organisation policies and procedures including:
 - bed cleaning
 - safe handling of soiled linen
 - hygiene
 - infection control
 - personal protective equipment
 - work health and safety, including processes for controlling for manual task risk factors
- clinical waste disposal, including waste minimisation, environmental responsibility and sustainable practice issues

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources including:
 - bed
 - bed linen
 - sheets
 - blankets
 - quilts
 - pillow cases
 - doonas
 - under-blanket
 - mattress protectors
 - clinical waste disposal equipment
 - personal protective equipment
 - personal aids or belongings in bed

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

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