


**Work Health Safety: Safe Work Practice: Personal & Medical
Bed bath**

 Risks	Risk rating	Risk Controls
Injury to staff from bending while assisting client with bed bath	Likelihood: B Consequence : 2 Rating = EXTREME	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ensure client has a bed with an electric motor to raise the bed – eliminating the need to bend <input checked="" type="checkbox"/> Only staff competent in relevant Safe Work Practice allowed to assist client with bed bath <input checked="" type="checkbox"/> Staff not to lift, push or pull client <input checked="" type="checkbox"/> Staff to ensure client moves themselves as much as possible.
Injury to client or others from client fall/trip	Likelihood: C Consequence : 3 Rating = HIGH	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Never give more help than is required – encourage independence. <input checked="" type="checkbox"/> Only staff competent allowed to assist client with bed bath <input checked="" type="checkbox"/> Staff to ensure client is attentive to when getting on/off bed <input checked="" type="checkbox"/> Client to use bedstick/self help pole to lift themselves off bed, if needed <input checked="" type="checkbox"/> Allow plenty of time, don't rush the client. <input checked="" type="checkbox"/> Staff to help a client to steady themselves if they lose balance, but never attempt to catch them if they are falling. <input checked="" type="checkbox"/> Clean up water spills as soon as possible
Infection from contact with body fluids, waste or germs	Likelihood: D Consequence : 4 Rating = LOW	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Client to undress and clean self with minimal or no assistance from staff <input checked="" type="checkbox"/> Staff to ensure soap is rinsed off client's skin <input checked="" type="checkbox"/> Staff to ensure client's skin is dry after bed bath <input checked="" type="checkbox"/> Client to receive more frequent bed baths during hot weather <input checked="" type="checkbox"/> Staff to wear gloves/apron <input checked="" type="checkbox"/> Wash hands

Equipment required:

<i>Mercy Services equipment</i>	<i>Others equipment</i>
Worker to wear <u>footwear</u> that is fully enclosed, slip resistant sole, water repellent/resistant and provides adequate support.	Soap, clean towels, linen, dish for water
Personal Protective Equipment required: gloves/apron	

Activity	Worker behaviour	Client/other's behaviour
1. Prepare	<ul style="list-style-type: none"> a. Check in client's Care Plan for degree of assistance needed with bed bath b. Ensure client is ready for bed bath c. Close windows to prevent draughts and if necessary turn on heater in bedroom d. Gather any required items: water, towels, soap, client's clean clothing and incontinence aids. e. Put on gloves/apron. 	<ul style="list-style-type: none"> a. client to be an active partner in making decisions about activities in which they participate
2. Assist client in bed	<ul style="list-style-type: none"> a. Raise bed to a suitable height b. Assist client to undress, where necessary. 	<ul style="list-style-type: none"> a. client to do as much for her/himself as possible

Activity	Worker behaviour	Client/other's behaviour
	<ul style="list-style-type: none"> c. Take care to place discarded clothing so as to prevent tripping. d. Adjust water temperature for safety and comfort. 	<ul style="list-style-type: none"> b. client to concentrate on task c. client to use own strength to move her/himself d. client to undress and clean self with minimal or no assistance from staff
3. Assist client bed bath	<ul style="list-style-type: none"> a. Encourage client to wash those areas he/she can manage. b. If client is unable to maintain gross motor movements two CCAs are to use safe manual handling to roll client to each side lying and maintain position for washing/drying tasks. c. If client has excessive skin or fatty apron request that they hold these areas so staff can wash underneath. If client cannot do this consult Coordinator about another safe manual handling technique such as a rolled towel technique, Client will have to hold rolled towel to hold up apron .Wash those areas the client cannot manage with attention to skin folds, groin and orifices. 	<ul style="list-style-type: none"> a. client to concentrate on task b. client to use own strength to maintain required position during bathing
4. Assist client dry and dress	<ul style="list-style-type: none"> a. Assist client to dry. Ensure client is adequately towel-dried with attention to skin folds, creases and feet. b. Apply talcum powder, creams and deodorant as per Care Plan/needs form c. Assist client to dress. d. Ensure floor area is dry and free of clutter prior to client leaving bed e. Lower bed so client can leave bed safely (unless they are staying in bed). 	<ul style="list-style-type: none"> a. client to concentrate on task b. client to use own strength to maintain required position during bathing c. client to undress and clean self to the extent of their ability d. client to be an active partner in making decisions about how they are to be dried and dressed
5. Afterwards	<ul style="list-style-type: none"> a. Remove wet towels and dirty clothing. b. Remove gloves/apron. c. Wash hands. 	
6. Follow-up	<ul style="list-style-type: none"> a. Document any incident and report it to your Coordinator immediately 	

As at 07/12/16 this Safe Work Practice is authorised for use in:

<i>Service</i>	<i>Position</i>
Home Care Packages	Community Care Assistant
Home Support Program/NDIS	Community Care Assistant
Residential Aged Care	Assistant in Nursing

Date for review of safe work practice: December 2017 (or if injury or changes require)

COMPETENCY ASSESSMENT

Bed bath

Employee _____

Assessor _____

Date _____

Desired Outcome:

For staff to assist a client with a bed bath without causing injury or distress to self or client

Performance Criteria	Competence demonstrated	Comment
1. Prepare		
a) Checks client's Care Plan for degree of assistance needed with bed bath		
b) Ensures client is ready for bed bath		
c) Closes windows to prevent draughts and if necessary turns on heater in bedroom		
d) Gathers any required items: water, towels, soap, client's clean clothing and incontinence aids.		
e) Puts on gloves/apron		
2. Assist client in bed		
a) Raises bed to a suitable height		
b) Assists client to undress, where necessary.		
c) Takes care to place discarded clothing so as to prevent tripping.		
d) Adjusts water temperature for safety and comfort.		
3. Assist client bed bath		
a) Encourages client to wash those areas he/she can manage.		
b) (If client is unable to maintain gross motor movements) two CCAs use safe manual handling to roll client to each side lying and maintain position for washing/drying tasks		
c) If client has excessive skin or fatty apron requests that they hold these areas so staff can wash underneath. Or follows Coordinator's instruction if client cannot do this		
4. Assist client dry and dress		
a) Assists client to dry. Ensures client is adequately towel-dried with attention to skin folds, creases and feet.		
b) Applies talcum powder, creams and deodorant as per Care Plan/needs form		
c) Assists client to dress.		

d) Ensures floor area is dry and free of clutter prior to client leaving bed		
e) Lowers bed so client can leave bed safely (unless they are staying in bed).		
5. Afterwards		
a) Removes wet towels and dirty clothing.		
b) Removes gloves/apron		
c) Washes hands.		
4. Follow-up		
a) Documents any incident and reports it to your Coordinator immediately		

Is the worker assessed as being competent? YES NO

Any required follow up action/training: _____

Signature of employee Date.....

Signature of assessor Date.....