

THE UNIVERSITY OF CONNECTICUT HEALTH CENTER
JOHN DEMPSEY HOSPITAL
ADMINISTRATIVE MANUAL

SECTION: Patient Care

NUMBER: 08-021

SUBJECT: Linen Utilization

PAGE: 1 OF 2

PURPOSE: To provide guidance for use of linen related to patient care.

POLICY:

1. Linen will be used in a manner which meets the patient need and is the most cost-effective.
2. The lightest, smallest linen item that is most appropriate for the job will be used.

PROCEDURE:

All Patients

1. Linen will be changed and bed mattresses and pillows will be cleaned in between patients.
2. Pillows shall be used for positioning in lieu of heavier linen. Soiled pillows are to be cleaned in between patients in the same manner as the mattress.
 - a. Utilize reusable positioning wedges if available for positioning
3. Clean linen that is torn or otherwise unusable should be placed in the designated receptacle. Proper replacement linen will be provided to the institution. It should not be placed in the trash or dirty laundry.
4. Patient gown sleeves should not be cut or torn unless there is no other means to remove the patients arm through the sleeve.
5. Don't place tape and/or electrodes on linens.
6. Linen should not be used to wipe up spills.
7. If patient is transferring to a facility ask the family member to bring in necessary clothing for the transfer.

Inpatients

1. The basic linen for an adult inpatient bed consists of knitted bottom sheet, top sheet, draw sheet, pillow case, one pillow and a thermal blanket.
2. Linen changes should occur on an as needed basis and in between patients instead of a routine daily bed change.

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3. Linen is not to be changed or brought into the patient room on the day of discharge unless soiled or the request of the patient or patient's family.
4. Linens should always be changed at the request of the patient or family.
5. Soiled linen is to be changed immediately.
6. Thermal blankets are to be changed only when needed.
7. Linen will not be placed in the patient's room until it is ready to use. Excess linen will not be taken routinely into patient rooms.
8. Unsoiled thermal blankets and bath blankets may be folded and kept in patient rooms when not in use.
9. When additional warmth is needed place a flat sheet on top of the thermal blanket to create insulation and greater warmth.
10. A fresh towel and wash cloths will be provided to each patient every day. Additional towels will be provided if requested.

Outpatients

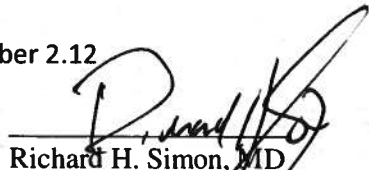
1. Exam tables should use the paper protective layer if equipped with that option instead of linen.

Employees

1. Hospital staff should not wear patient gowns or use blankets for personal use.

Cross Reference: Linen Policy: Infection Control Manual Number 2.12


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