

Safe Management of Linen

Printable learning resource

What is this resource?

This resource is based on the e-learning module “NES: Safe Management of Linen” from the **Scottish Infection Prevention and Control Education Pathway**.

The aim of this document is to make the e-learning content available to learners who

- do not have regular access to a computer and/or a network
- do not yet have the necessary IT skills or confidence to complete e-learning
- have different needs and therefore e-learning is not suitable for them.

All screen captures from the original module are included.

How should this resource be used?

This resource can either be

- uploaded as a PDF file to tablets or other digital devices without internet access, or
- printed. (Printing in black and white is sufficient.)

- All navigational instructions on the screens in this document should be ignored.
- We have given instructions on how to complete interactivities and questions.
- A space has been provided for staff to make any additional notes after each topic.

Internet access

Internet access is required for the following:

Online feedback form and web links for additional resources. Staff should be enabled to use web links and complete the feedback form if at all possible.

Online assessment. The online version of this resource consists of the e-learning module and a separate online assessment, and staff should be enabled and encouraged to complete this online assessment locally.



Safe management of linen

Safely separate and handle different types of linen.



[Learn how to navigate this module.](#)

Start

Aim and target audience

Safe Management of Linen is one of the 10 standard infection control precautions (SICPs).

The aim of this module is to equip you with the knowledge and skills you need to perform safe and consistent practice in the management of linen at the point of care.

This module is relevant to **new staff** in **health and social care settings** as well as those with **more experience** who wish to update their knowledge and skills.



It's important that you have completed the **Personal Protective Equipment (PPE)** and **Hand Hygiene** modules from the Scottish Infection Prevention and Control Education Pathway before starting this module.



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Learning outcomes

After completing this module, **you will be able to:**

- safely categorise and segregate linen
- safely handle, label and securely store used and infectious linen
- minimise the risk of contaminating clean linen
- advise others on how to wash clothes (including staff uniforms) in domestic type laundry facilities
- take actions to correct or report areas of concern.



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Linen from the laundry – and back

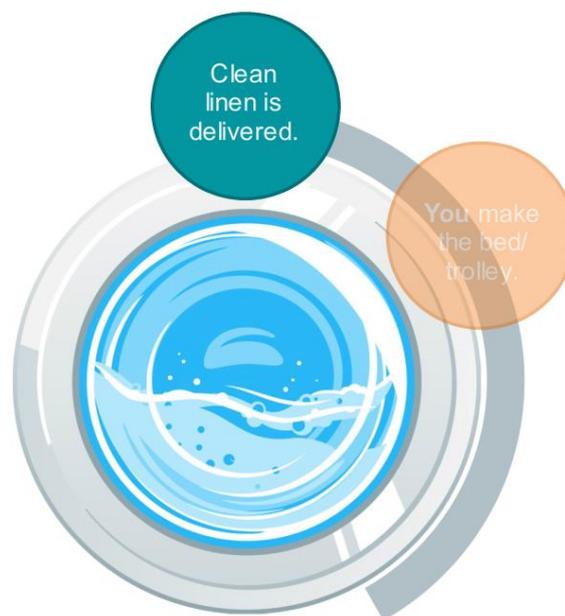
The linen used when providing care is laundered in various ways. This may be in NHS industrial facilities or in domestic-type (household) washing machines.



Have you ever thought about how clean linen comes into most care settings? Or considered how it's managed along the way?

Different people manage linen as it's handled and used. **You are central to this process.** Your actions impact the people you provide care for, other staff and laundry staff.

You are key to the safe management of linen.



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Linen and you at the point of care

Many staff members work with linen, in different roles and settings. Some staff find that it's not always easy to do the right thing every time. This module aims to help you with these challenges.



Select these staff members to learn about some common challenges that they've experienced.

I'm never sure what PPE I should be wearing for making and stripping beds.

I'm not sure how to wash heat-labile linen!

I'm not sure how to correctly label linen bags.

The laundry manager phoned to say that a pair of scissors was found in amongst our linen.

We never seem to have enough outer linen bags so I have to use plastic bags instead.



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Overview

There are 4 topics in this module:

- **Topic 1:** Categories of linen and segregation
- **Topic 2:** Handling, labelling and storing used and infectious linen
- **Topic 3:** Handling clean linen – getting it right
- **Topic 4:** Common challenges and possible solutions

You will learn from a series of **activities** and **real life scenarios** that will help you put your knowledge into practice where you work. You can learn more by using the links provided in the **Resources** page.

Once you have visited **all the screens** in this module, you can access the separate assessment. You need to **score 80%** in the assessment to pass and get a certificate of completion.



This module will take you about **20 minutes** to complete.

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Topic 1: Categories of linen and segregation

Now you will learn about the different **categories** (types) of linen.

You will also see how to correctly **segregate** or **sort** linen.

Correctly segregating linen helps to protect **you** and **others** from any **infections** or other **hazards** you may be exposed to when handling used and infectious linen.



Remember, you can use the **Menu** to jump to any screen or to check where you are in this topic.

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> Topic 1: Categories of linen and segregation

Categories of linen

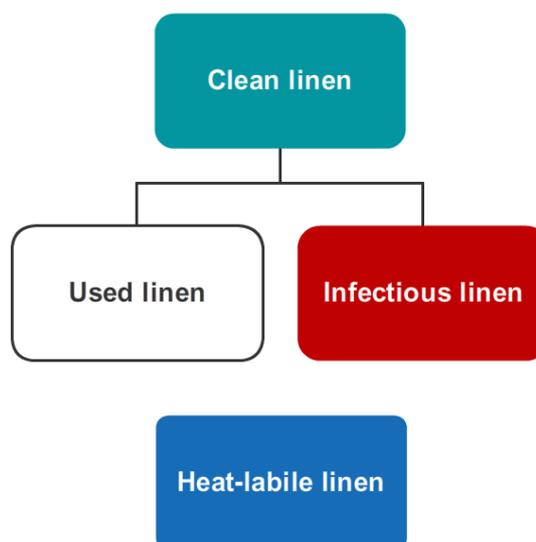
It's important that you categorise linen correctly so that clean linen doesn't become contaminated and that used and infectious linen are processed safely.

Linen is categorised as **clean**, **used** or **infectious**.

Used and **infectious linen** can include **heat-labile items**.



Select each category to learn more.



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Clean linen is washed, stored appropriately and ready to use. This could for example be bed linen, towels, curtains, nightwear, clothing, theatre attire like surgical scrubs, etc.

Used linen describes bed linen, towels and other items, which have been used by a person receiving care.

Used linen is not contaminated with blood or body fluids.

Although **used linen** may look clean it can still contain large numbers of **micro-organisms** and **skin scales**.

Used linen can include **heat-labile items**.

Infectious linen includes:

- **all linen** used by a person known or suspected to be **infectious**
- **all linen** contaminated with **blood** or **body fluids**
- **staff uniforms/surgical scrubs** contaminated with **blood** or **body fluids**
- **surgical scrubs**

Infectious linen can include **heat-labile items**.

Heat-labile linen is linen that may shrink or be stretched by washing temperatures above 40°C. It usually can't withstand industrial laundering processes.

Most heat labile linen will be personal clothing and can be washed at home where possible. Additional information for laundering heat labile linen in residential care settings is highlighted later in the module.

How to segregate used and infectious linen

Various work settings may use differently coloured outer linen bags or hampers to segregate linen. **You must follow the local policy provided by your laundry service provider.**

In healthcare settings it's suggested that **white, red and blue fabric outer** bags are used. An **inner plastic bag** may also be required so that laundry staff can safely handle the linen.



Select each outer bag to learn more about what should be inside and why it's important.



You might be able to adapt or adopt this [poster](#) for your local area.

White fabric outer bag



A **fabric white outer bag** is for segregating **used linen**.

No inner plastic bag is required.

Used linen is put straight into the bag.

Laundry staff open the bag and sort the laundry manually.

Using inner plastic bags can cause problems like:

- extra work for laundry staff who must open them
- an increase in unnecessary waste to be disposed of
- damage to laundering equipment if plastic bags get into the system and stick to the inside of dryer drums.



Red fabric outer bag



Infectious linen is first placed in an **inner water-soluble or alginate bag**. The neck of the bags need to be securely tied using the soluble ties provided.

The **inner water-soluble bag** is then placed inside a **clear plastic bag**. (Coloured plastic bags are used in some care settings.) Check your local policy for segregation of linen.

Both bags are then placed in a **fabric red outer bag**.

At the laundry, laundry staff use the clear polythene bag to safely place the **water soluble bag** containing the infectious linen straight into the washing machine without touching the linen.

When the **water soluble bag** comes into contact with water, it dissolves or opens, releasing the linen.



Blue fabric outer bag



A **blue outer bag** is used for heat-labile linen.

If the heat-labile linen is **used linen**, no inner plastic bag is needed.

If the heat-labile linen is **infectious** linen, you must follow instructions for bagging **infectious** linen.

Further information on dealing with heat-labile linen in different settings will be discussed in topic 4 of this module.



Appendix 8 - Linen Bagging and Tagging

CATEGORY	INNER BAG	LINEN BAG
<p>Used Linen</p> <p>All used linen in the care setting not contaminated by blood or body fluids.</p>	<p>None required.</p>	
<p>Infectious Linen</p> <p>All linen used by a person known or suspected to be infectious and linen that is contaminated with blood or body fluids.</p>	<p>Water soluble (alginate) bag placed into a clear polythene bag.</p> 	
<p>Heat Labile</p> <p>Linen that may be damaged (shrinkage/ stretching) by thermal disinfection.</p>	<p>If 'used' none required. If 'infectious' treat as above*.</p> <p>*If a patient's personal items require laundering follow the guidance set out in the 'washing clothes at home' leaflet.</p>	

Ensure all linen bags are:

- Securely tied
- Not overfilled
- Tagged with Hospital, ward/department and date

If linen process has been outsourced to an industrial service provider, follow the categorisation system for used and infectious linen set out by the service provider.

Acknowledgement: With thanks to NHS Lanarkshire for providing the material from which this appendix was reproduced.

Part of the National Infection Prevention and Control Manual (NIPCM), available at: <http://www.nipcm.hps.scot.nhs.uk/>.
Produced by: Health Protection Scotland, April 2018.

> Topic 1:

Categories of linen and segregation

Linen unfit for reuse

Sometimes you might come across linen that is extremely heavily soiled. Also, you might come across clean linen that is torn and not fit for purpose.

It is important that you segregate the linen as normal and **return all items to the laundry**. Only laundry staff should assess and dispose of any items.

Torn clean linen should be returned as used linen.

If you don't return all items to the laundry:

- Items will not be replaced by the laundry and put into circulation.
- The number of items in circulation will be reduced.
- You might not have enough linen for your services.

This covers all items of linen. See the panel on the right for examples of linen.

An estimated £1.5 million of linen is lost each year due to linen disposal in healthcare!



Examples of linen:

- Sheets
- Duvets
- Pillowcases
- Duvet Covers
- Thermal Spreads
- Blankets
- Patient Gowns
- Scrub Suits
- Pyjamas
- Nightdresses
- Towels
- Baby Gowns
- Cot Sheets
- Cot Blankets
- Treasure Cot Sheets
- Treasure Cot Blankets

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> Topic 1: Categories of linen and segregation

Linen laundry temperatures

We **separate infectious linen** from **used linen** so that laundry staff can put infectious linen bags **directly into the washing machine** without touching the infectious linen.

Used and infectious linen are washed at the **same high temperature**. **Heat-labile linen** is washed at **lower temperatures**.

The person stripping the bed is responsible for segregation.



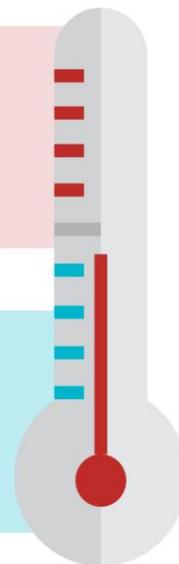
Select each type of linen to learn more about the recommended washing temperatures.

Hot wash

Used and Infectious Linen



Heat-labile Linen



Cool wash

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Used and Infectious Linen



The washing process for **used and infectious linen** should have a disinfection cycle.

Ideally, the disinfection cycle should **maintain the load temperature at 71°C for at least 3 minutes**.

Alternatively, the disinfection cycle should maintain the load temperature at **65°C for at least 10 minutes**.

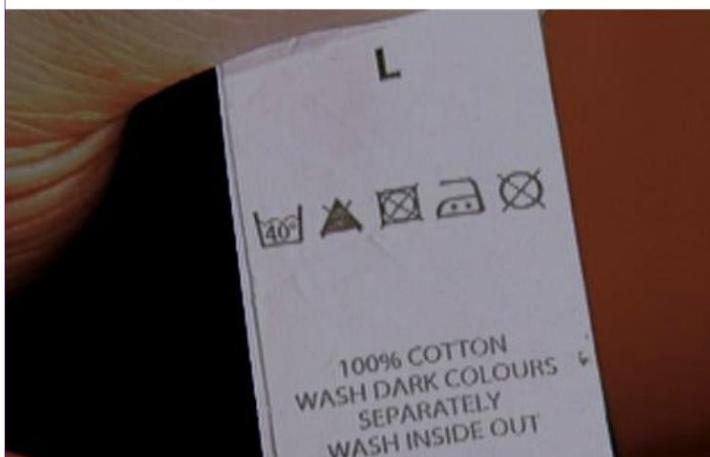
Heat-labile Linen



Heat-labile linen must be **washed at 40°C or lower** to avoid shrinkage.

When **tumble drying** heat-labile linen, the temperature should be **60°C or lower**.

You will learn more about laundering heat-labile linen later in this module.



Lost and found at the laundry

We have all accidentally left tissues, money or jewellery in clothing or sheets before washing. These are often called **extraneous items**. Many extraneous items are found in industrial laundries.

items that were found at a real-life industrial laundry!

When you're ready, go to the next screen to learn what impact extraneous items like these have on **people** and **machines**.



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Extraneous items – the impact

Some extraneous items can cause sharps injuries to laundry workers.

Extraneous items also damage laundry equipment like washing machines or tumble dryers!

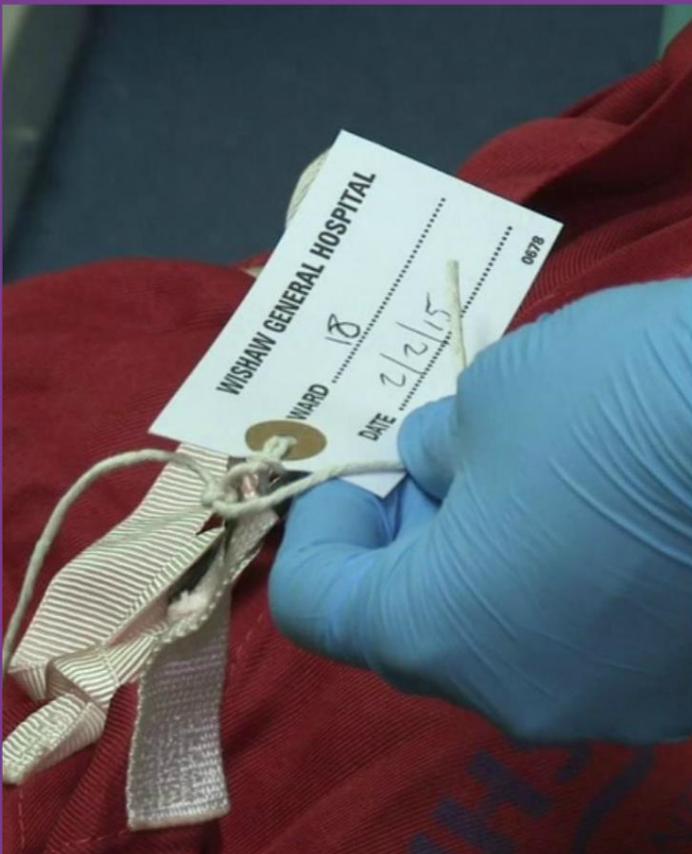
And losing property can distress people.

When you're finished, go to the next topic.

- Mobile phone** ✓ Rashid needs his phone to speak to his family.
- Cuddly toy** ✓ Baby Jack can't sleep without his favourite teddy.
- Lost teeth** ✓ Nadia can't eat properly without her teeth.
- Used needle** ✓ Laundry worker Susan gets a sharps injury.
- Urine bags** ✓ Damaged machines cost time and money to fix.
- Incontinence pads/nappies** ✓ Get stuck inside laundry machines - causing a fire hazard.

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Notes for Topic 1: Categories of linen and segregation



Topic 2: Handling, labelling and storing used and infectious linen

In most settings where care is delivered, you often strip and make beds or trolleys. We use a bed-stripping task as an example to show you how to safely handle linen.

This knowledge is transferrable to handling used linen during other tasks, such as stripping a trolley.

You will work through some short activities to test your knowledge of handling linen at the point of care.

 Remember, you can use the **Menu** to jump to any screen or to check where you are in this topic.

Preparing to strip a bed – choosing PPE



Mary is a support worker. She's just helped Sarah out of her bed and into a chair. Sarah's bed linen is **not** contaminated with blood or body fluids and she doesn't have a known or suspected infection.

What PPE do you think Mary needs to strip the bed?



Select **one option** that applies, then select **SUBMIT**.

- only a disposable apron
- disposable gloves and apron
- no PPE is required
- only disposable gloves



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Please try to answer the question above and then check the answer and the feedback on the following page.

 **Correct**

That's correct.

The linen on Sarah's bed is categorised as **used** as it's not contaminated with blood or body fluids and Sarah is not considered infectious.

A **disposable plastic apron** should always be worn when handling **used** or infectious linen. This protects Mary's uniform from becoming contaminated.

 **Remember:** Gloves are only necessary when you handle infectious linen.

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Preparing to strip a bed – choosing PPE

 Mary is a support worker. She's just helped Sarah out of her bed and into a chair. Sarah's bed linen is **not** contaminated with blood or body fluids and she doesn't have a known or suspected infection.

What PPE do you think Mary needs to strip the bed?

 Select **one option** that applies, then select **SUBMIT**.

- only a disposable apron
- disposable gloves and apron
- no PPE is required
- only disposable gloves

Preparing to strip a bed – what's needed?

 Now Mary is going to strip the bed. She must get everything that she needs together so that she can safely handle the used linen.

Which of these items does Mary need?

 **Here's a tip:** Remember that the colours of the bags that **you** need will depend on **your** setting.

 Select the options you think are right and then select **SUBMIT**.

Trolley or holder for bags



Bags for used linen



Bags for infectious linen



Bags for heat-labile linen



Please try to answer the question above and then check the answer and the feedback on the following page.

Correct

That's correct.

Mary needs a trolley or holder for the bags so she can bag the linen as close to the bed as possible. This ensures that she doesn't have to leave it lying around where it can contaminate the environment.

She also needs a white hamper for used linen.

If you are unsure what types of linen you will come across, consider taking outer and inner bags for all categories of linen.

Your setting may or may not have bags for heat-labile linen - make sure you check.

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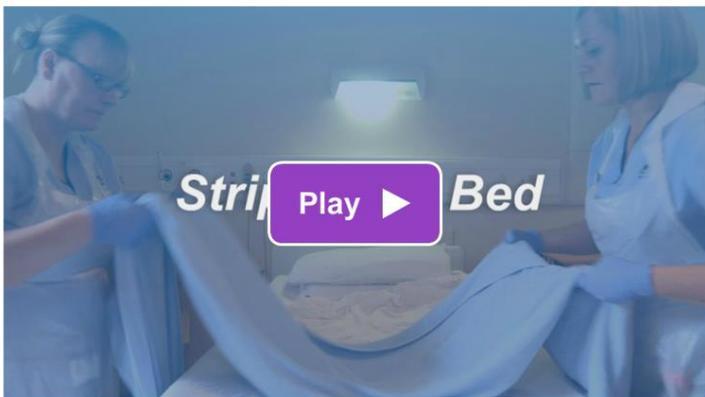
<input checked="" type="checkbox"/> Trolley or holder for bags	<input checked="" type="checkbox"/> Bags for used linen	<input type="checkbox"/> Bags for infectious linen	<input type="checkbox"/> Bags for heat-labile linen
			

< PREV SUBMIT

> Topic 2: Handling, labelling and storing used and infectious linen

Stripping a bed

Watch this video showing how to correctly strip a bed. Do you use all of these techniques? Is there anything you do differently?



If you can't view or hear the sound in the video, please view the [video script](#).

Download this [job aid](#) that outlines good practice when handling used and infectious linen.

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Transcript for video – Stripping a bed

- Buggies with laundry hampers have been placed as close as possible to the bed for immediate linen deposit to save the nurses leaving the room carrying contaminated linen.
- The nurses put on disposable plastic aprons to avoid contaminating their uniforms. Because some of the linen here is contaminated with blood or body fluids, disposable gloves also need to be worn.
- The linen is carefully being separated and is not being rolled together and the pillows are placed on the bed end shelf.
- They check the bed for any patient personal belongings or loose sharps which might accidentally be sent to the laundry.
- If sharps are found this must be reported through the incident reporting system as this is a near miss.
- There is no shaking of the linen.
- Because some of the linen is visibly contaminated with blood or body fluids it is classed as infectious linen and placed into a water-soluble or alginate bag, and secured and then into an outer clear plastic bag before it is put into a red hamper.
- The other linen is classed as used linen and placed into a white hamper.

Good practice when handling used and infectious linen

ALWAYS

- Remove used linen **piece by piece** and place in the **used linen bag**.
- Carefully **roll** or **fold** used linen before **bagging** – this stops skin scales from spreading into the air and landing on other surfaces, such as beds or people.
- Check for extraneous items when stripping beds.
- Avoid stripping beds when aseptic procedures are being carried out in the same room.

NEVER:

- Rinse, shake or sort linen on removal from beds/trolleys to stop skin scales from spreading into the air.
- Place used linen on the floor or any other surfaces e.g. a locker/table top to prevent contamination of the environment.
- Re-handle bagged used linen as it may be infectious or contain extraneous items.
- Overfill laundry receptacles – this could make them too heavy to handle safely.
- Place inappropriate items in the laundry receptacle e.g. used equipment/needles.

Faeces on used linen



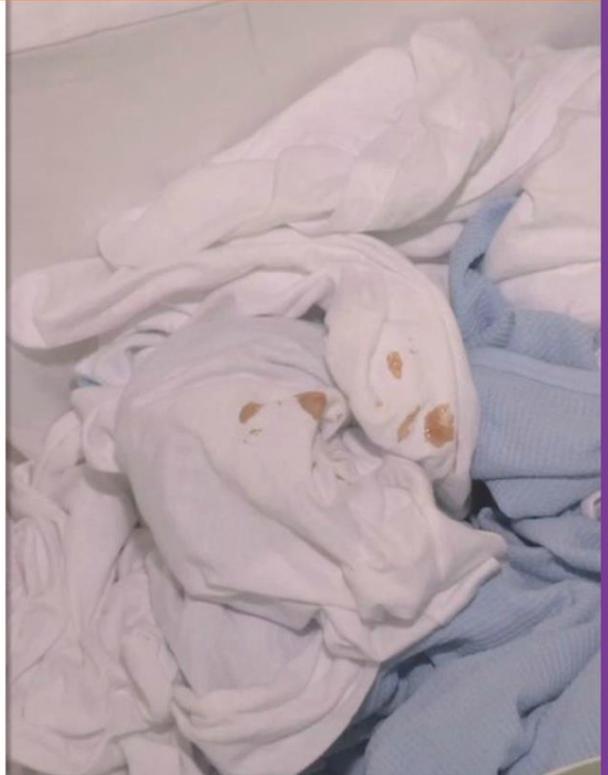
Mary has come across a bed sheet with lumpy faeces on it.

What should she do?



Select the option you think is best, then select **SUBMIT**.

- Fold the sheets to parcel the faeces in the middle and place in red linen bag.
- Fold the sheets to parcel the faeces in the middle and place in a white linen bag.
- Remove the faeces and place in a healthcare waste bag. Then bag the linen as infectious linen.



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Please try to answer the question above and then check the answer and the feedback on the following page.

**Correct**

Mary has come across a bed sheet with lumpy faeces on it.

What should she do?



Select the option you think is best, then select **SUBMIT**.

- Fold the sheets to parcel the faeces in the middle and place in red linen bag.
- Fold the sheets to parcel the faeces in the middle and place in a white linen bag.
- Remove the faeces and place in a healthcare waste bag. Then bag the linen as infectious linen.

That's correct.

This sheet is **infectious** linen.

Mary should use disposable gloves and apron to protect herself. Then she should carefully remove any excess faeces, blood or other body fluids **before** bagging the linen.

If Mary leaves faeces or other body fluids on the sheet it might not come off when being washed especially if the water-soluble or alginate bag is overfilled. The sheet could be stained as a result.

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Moving laundry to storage

Please remember: All linen that is deemed unfit for re-use e.g. torn or heavily contaminated, should be categorised at the point of use and returned to the laundry for disposal.

Once you have bagged up the linen, you must **move it to storage for labelling and uplift**.

You must move the laundry correctly and safely while you're still wearing your PPE.

Never leave bags of linen lying around where members of the public may come into contact with them. **Take them directly to the storage as soon as possible.**



Select each checkbox to learn more about the designated storage area requirements.



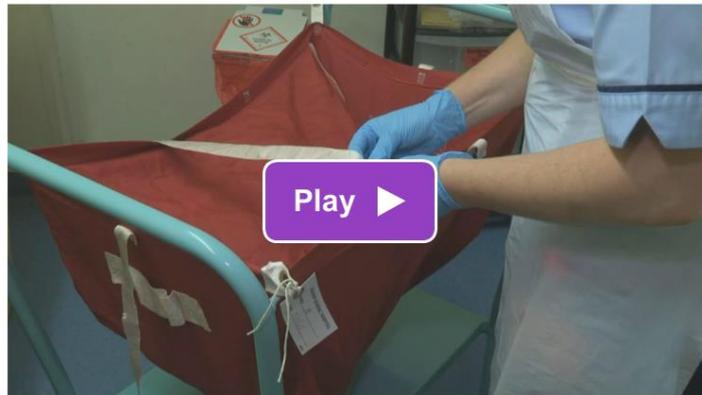
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Labelling laundry before uplift

You label laundry bags in the storage area. Labels can be paper or plastic ratchet ties.



Watch this video to learn more about why labelling linen is important.



If you can't view or hear the sound in the video, please view the [video script](#).

Transcript for video – Labelling laundry before uplift

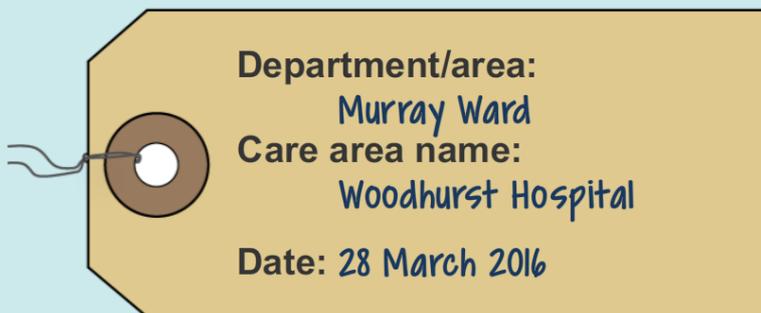
- The hampers are not over filled and are secured and labelled correctly showing the hospital, ward/care area and the date.
- It is important to do this so that the bag can be traced back to the source if there are any extraneous items in the hamper to assist with incident reporting and any ongoing training requirements.
- Remember, the patient may need their personal belongings for their activities of daily living.
- These are some examples of incorrectly completed laundry tags.

Why labelling linen matters

Correctly labelled linen helps laundry staff trace lost property back to its owners. And it can help trace items like sharps back to the source.

Good labels don't require a lot of information.

You simply date the label, and state which part of your care setting the linen came from.

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Remove PPE and perform hand hygiene

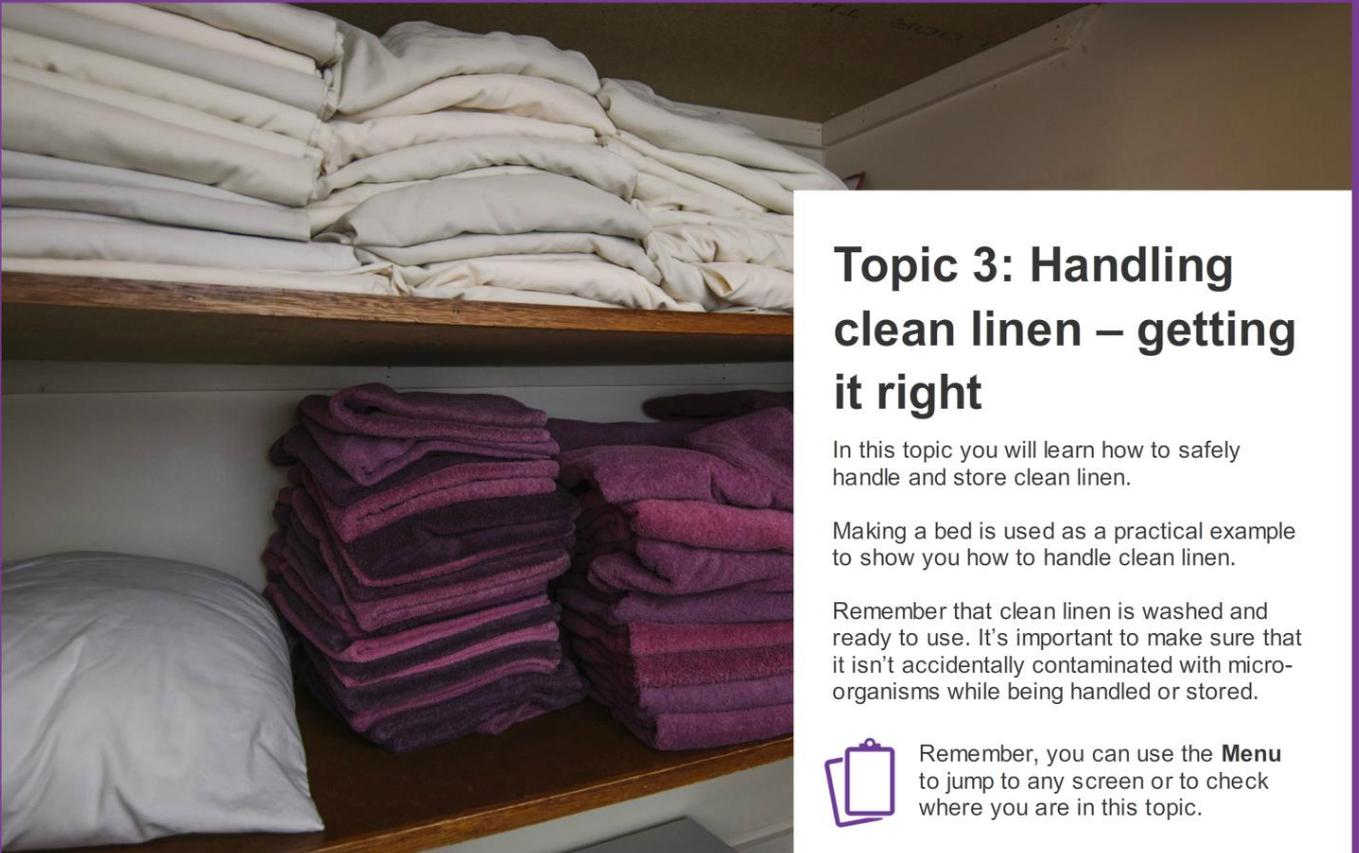
When you've completed the dirty task of handling used linen, you must carefully and correctly remove your PPE and perform hand hygiene before making the bed with clean linen.

This prevents contamination of clean linen.

Now go to the next topic to learn how to handle clean linen.

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Notes for Topic 2: Handling, labelling and storing used and infectious linen



Topic 3: Handling clean linen – getting it right

In this topic you will learn how to safely handle and store clean linen.

Making a bed is used as a practical example to show you how to handle clean linen.

Remember that clean linen is washed and ready to use. It's important to make sure that it isn't accidentally contaminated with micro-organisms while being handled or stored.



Remember, you can use the **Menu** to jump to any screen or to check where you are in this topic.

> Topic 3:

Handling clean linen – getting it right

Preparing to handle clean linen



Mary has stripped a bed and safely bagged, labelled and stored the used linen. Now she will **make** a bed with clean linen.

The person who used the bed is sitting in a chair nearby. He is **not** suspected or known to have an infection.

What PPE should Mary wear?



Select the **option** that you think is **good practice** then select **SUBMIT**.

- gloves
- none
- disposable apron
- disposable apron and disposable gloves



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Please try to answer the question above and then check the answer and the feedback on the following page.

> Topic 3: Handling clean linen – getting it right

Preparing to handle clean linen



Mary has stripped a bed and safely bagged, labelled and stored the used linen. Now she will **make** a bed with clean linen.

The person who used the bed is sitting in a chair nearby. He is **not** suspected or known to have an infection.

What PPE should Mary wear?



Select the **option** that you think is **good practice** then select **SUBMIT**.

- gloves
- none
- disposable apron
- disposable apron and disposable gloves



Correct

That's correct.

It's good practice for Mary to wear a **clean disposable plastic apron** to protect herself when making a bed, **especially** if someone's still in it.

The apron ensures her clothing or uniform don't touch the bed frame or other parts of the environment.

As she's not wearing disposable gloves, Mary should perform hand hygiene before touching clean linen.

PPE isn't required for handling clean linen in storage. Hand hygiene is enough.



Please note: If a patient/person is isolated in your area because of a suspected or known infection, it may be necessary to wear gloves and aprons for bedmaking. Consult your local policy.

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> Topic 3: Handling clean linen – getting it right

Storing clean linen

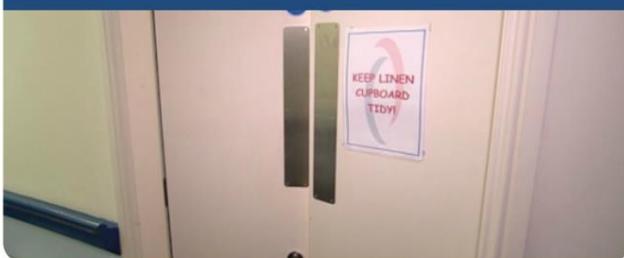
Clean linen has been laundered and is ready to use. It should always be stored in a way that prevents it from contamination.

Clean linen should always be stored off the floor. Ideally it should be stored in a closed cupboard, minimising the risk of contamination.

Not every care setting can do this. In that case, clean linen can be stored in a **clean designated area** or **trolley**.

IDEAL SOLUTION

Secure, clean, designated linen cupboard.



Now go to the next topic to learn about common challenges.

ACCEPTABLE SOLUTION

A designated clean area or trolley. Linen is kept under an impervious covering that can be cleaned or disinfected.



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Notes for Topic 3: Handling clean linen - getting it right



Topic 4: Common challenges and possible solutions

You've already explored some common challenges that staff experience when managing linen in the workplace.

In this topic you will learn about other challenges and possible solutions.

You will also find out how to raise concerns about the safe management of linen in your workplace.



Remember, you can use the **Menu** to jump to any screen or to check where you are in this topic.

> Topic 4: Common challenges and possible solutions

Semi-industrial and domestic type facilities

Some types of clothing may need to be laundered **at home**, in **residential settings** or **specialist wards**.

This clothing often **belongs to a person in your care** and includes nightwear, underwear and outer clothing.

Staff uniforms are usually laundered at home, unless they are categorised as infectious linen. Please check your local policy.



Select each image to learn more about how to safely launder clothing in semi-industrial and domestic laundry facilities.

Semi-Industrial Machine



Domestic Machine



Pyjamas



Staff Uniforms



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Semi-industrial machines



Semi-industrial machines may be used for laundering **used** and **infectious** patient clothing. The machine **MUST** have sensors in place to check and log that the right temperature is reached throughout the wash cycle.

It's important to read the in-depth guidance on domestic style laundry facilities and residential settings and specialist wards in **Appendix 1** of the [National Guidance for Safe Management of Linen in NHSScotland Health and Care Environments For laundry services/distribution 09 Aug 2017](https://www.hps.scot.nhs.uk/guidelines/detail.aspx?id=1542).



National Guidance for Safe Management of Linen in NHSScotland Health and Care Environments link: <https://www.hps.scot.nhs.uk/guidelines/detail.aspx?id=1542>



Domestic-type machines must only be used for laundering non-infectious patients' or residents' **personal clothing**.

These machines must be **regularly cleaned** to prevent the build up of micro-organisms and odours.

It's important to read the in-depth guidance on domestic style laundry facilities and residential settings and special wards in **Appendix 1** of the [National Guidance for Safe Management of Linen in NHSScotland Health and Care Environments For laundry services/distribution 09 Aug 2017](#).



Pyjamas



You should make sure that anyone who is going to launder clothing from a person in care knows how to handle it safely.

Give them the [Washing clothes at home](#) leaflet. This explains the basics for people in hospitals or care homes and their relatives.

The leaflet has a handy step-by-step guide to safely laundering clothes at home. And it provides answers to frequently asked questions.



Staff uniforms



Uniforms categorised as **infectious linen** and **all surgical scrubs** should be laundered in **hospital facilities**.

Used uniforms should also be laundered in **hospital facilities** where possible. If no hospital laundry facilities are available then you can launder used uniforms at home. **When laundering uniforms at home, always:**

- Perform hand hygiene BEFORE handling clean uniforms and AFTER handling soiled uniforms.
- Empty pockets.
- Launder uniforms at the highest temperature listed on the care label.
- Use a detergent suitable for the skin type of the healthcare worker using the uniform.
- Iron or tumble dry according to the care label.
- Store laundered uniforms separately from used uniforms.

NEVER add bleach to the wash!



> Topic 4:

Common challenges and possible solutions

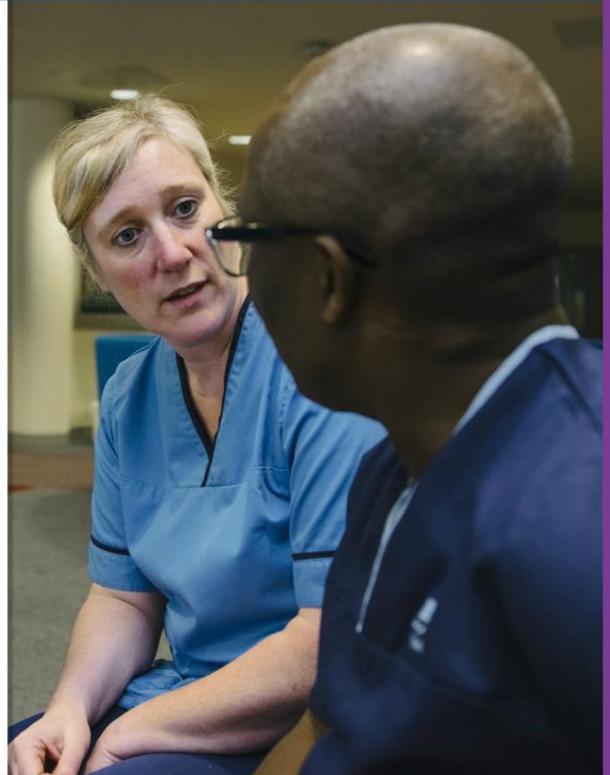
Taking action and reporting issues

You have a responsibility as an employee to raise safety issues in your setting.

If you see a problem such as **extraneous items** in linen or **incorrect handling** of linen you must raise your concerns with a more senior colleague or manager who can help you.

Take action to request:

- more stock of outer or inner laundry bags
- more trolleys or holders for bags
- more supplies of clean linen
- additional uplifts of linen during outbreaks.

[< PREVIOUS](#)[NEXT >](#)

Notes for Topic 4: Common challenges and possible solutions

> Topic 4:

Common challenges and possible solutions

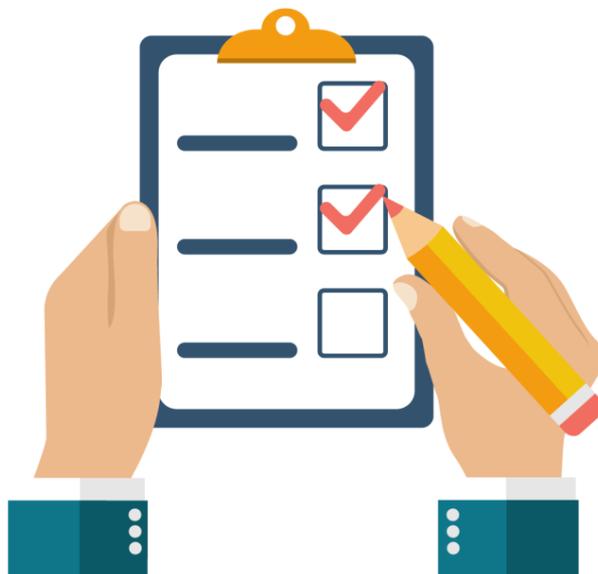
Summary

Now that you've completed this module you will be able to categorise, segregate and handle linen correctly. And you will be able to confidently raise any concerns you have.

Take a moment to review the key learning points you covered:

- You are key to the safe management of linen – you must protect yourself and others who handle it.
- You must always check all linen for extraneous items before sending it to be laundered.
- You carefully segregate different categories of linen to ensure it's treated properly.
- Linen must be labelled correctly where labelling is required.
- You can advise others on how to safely launder clothing in domestic type laundry facilities.

Remember, you can use the **Menu** to revisit any screen in this module.



< PREV NEXT >

> Topic 4:

Common challenges and possible solutions

Next Steps

Now you can put your learning into practice. Start with these examples:

- Find out what your local policy for categorising linen is.
- Find out if you have a supply of [Washing clothes at home](#) leaflets to give to people in your care and their families.
- Check if staff know how to launder uniforms at home.
- Find out who to contact if you need to raise concerns or take action about the safe management of linen in your workplace.
- Ask your colleagues what they find challenging when managing linen. Work together to find solutions to these challenges.



< PREV NEXT >

Washing clothes at home link: <http://www.hps.scot.nhs.uk/resourcedocument.aspx?id=2756>

Feedback and assessment

Before you start the assessment, we'd like to get your feedback on this module.



Please complete the [Safe Management of Linen - Feedback Questionnaire](#).

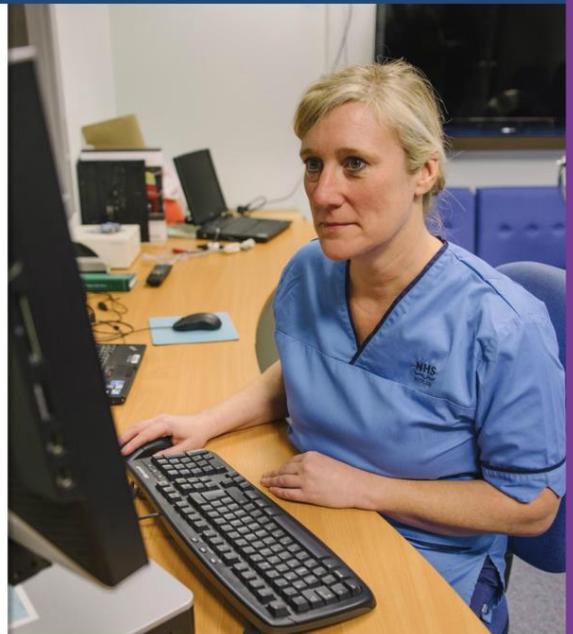
After you've answered the questionnaire, you must complete the assessment.



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Alternative formats



Please close this browser window to exit the module and then open the assessment.

< PREVIOUS

Feedback questionnaire link:

<https://response.questback.com/nhseducationforscotland/sipcep10linen>

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Alternative formats



This resource may be made available, in full or in summary form, in alternative formats and community languages. Please contact NHS Education for Scotland on 0131 656 3200 or email altformats@nes.scot.nhs.uk to discuss how we can best meet your requirements.

Transcriptions of any videos within this resource are available on request.



Please close this browser window to exit the module and then open the assessment.

Printable learning resource – Completion Record

Learning outcomes:

- safely categorise and segregate linen
- safely handle, label and securely store used and infectious linen
- minimise the risk of contaminating clean linen
- advise others on how to wash clothes (including staff uniforms) in domestic type laundry facilities
- take actions to correct or report areas of concern.

Anticipated learning time: 20 minutes

I confirm that I have completed the above module.

Learner name:

Learner role and location:

Learner signature



This resource may be made available, in full or summary form, in alternative formats and community languages. Please contact us on **0131 656 3200** or email **altformats@nes.scot.nhs.uk** to discuss how we can best meet your requirements.



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