

(NAME OF HOME)

Procedures Manual

Title: HELPING SERVICE USERS TO GET UP IN THE MORNING

1.0 Scope

1.1 The assistance to Service User who need help when they get up in the morning.

2.0 Aims and Values

2.1 To ensure Service Users are offered a choice of when they wish to get up in the morning.

2.2 To ensure Service Users are provided with the necessary assistance to meet their requirements.

2.3 Service Users privacy and dignity are always respected.

3.0 Contents

6.0 Helping Service Users to get up in the morning.

4.0 Referenced Documents

C4-079 Individual Service User Plan/ Support Plan.
SD-19 Laundry Procedure.

5.0 Responsibilities

5.1 Management and all care staff.

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This is the procedure to be followed

6.0 HELPING SERVICE USERS TO GET UP IN THE MORNING

The member of care staff should:

- 6.1 Be aware of the time the Service User wishes to get up from consultation with the Individual Service User Plan/ Support Plan, C4-079.
- 6.2 Knock on the door to awaken the Service User at the agreed time.
- 6.3 Greet the Service User with a friendly manner and enquire if the Service User has had a good night.
- 6.4 Ask the Service User if they wish to get up, or if they wish to stay in bed.
- 6.5 Ask the Service User if they wish to use the commode or be assisted to the toilet.
- 6.6 Provide the appropriate assistance, leave the room and leave the buzzer within easy reach.
- 6.7 Assist the Service User to return to bed.
- 6.8 Ensure that the commode is emptied and cleaned.
- 6.9 Offer the Service User a drink of their choice.
- 6.10 Assist the Service User, when they wish to get up, with washing according to Service Users individual needs, attend to any requirements for dressings, creams, etc. with reference to the Service User / Individual Service User Plan, C4-079.
- 6.11 Assist the Service User with dressing, encouraging self-help as much as possible and ask the Service User about their choice of clothing.
- 6.12 Attend to the Service Users hair, dental care, glasses, hearing aids, etc. where required.
- 6.13 Assist with shaving and make-up where required and ensure that the Service Users personal possessions, jewellery, handbag, handkerchiefs, etc. are available to them.
- 6.14 Ask the Service User if they require assistance from the bedroom to the area of their choice and provide mobility equipment where required.
- 6.15 Check that soiled or wet linen is removed in accordance with Laundry Procedure, SD-19.
- 6.16 Provide assistance where requested to secure personal possessions and the bedroom door.

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