



On the ward – limited resources

Rooms and bed bays

This audit module is designed to look at patient rooms or bed bays.

The audit module is designed to be used when you have a limited budget and short timeframe. Interventions suggested are able to be undertaken with a small amount of money (if any) and in a short space of time. Please note – there is a separate ward audit module for rooms and bed bays that is more comprehensive and suggests interventions that require a larger budget and a longer timeframe. Neither are intended for major refurbishments or new builds.

You may use this audit module on its own or as part of an audit of other parts of the ward.

This audit module contains 16 questions and will take approximately 15 – 20 minutes to complete. It contains questions about orientation, safety and comfort.

Some questions may be relevant in some rooms/wards but not in others. Where questions are not relevant, there is an option to select 'not applicable,' however please complete as many questions as possible to conduct a thorough audit.

A notes section is provided underneath each question to record any additional information or prompts for action that you identify while carrying out the audit.

Information, recommendations and suggested strategies to address any issues are provided below each question.

When you have completed the audit, please keep it for your reference. You may wish to use it to create your own action list, or to use the information to educate staff about the role of the environment in patient care.

If you want to audit more than one room or bed bay, please print a new copy of this module and complete the audit again for the new location.



Name _____ Date _____

Hospital and ward _____

Room and/or bed number _____

Orientation

1. Are patient rooms and/or beds clearly numbered/signed to promote orientation and wayfinding?

Yes - *Correct* - It is important for orientation to be able to easily recognise one’s room or bed. Consider providing large signs at eye level both outside and inside the room. Installing colour or number cues on the bed or wardrobe, such as a large number or a bright colour behind the bed and on the wardrobe can also assist with orientation.

No - It is important for orientation to be able to easily recognise one’s room or bed. Consider providing large signs at eye level both outside and inside the room. Installing colour or number cues on the bed or wardrobe, such as a large number or a bright colour behind the bed and on the wardrobe can also assist with orientation.

N/A

Notes

2. Is there space to display personal items e.g. photos of family?

Yes - *Correct* - Having familiar things around, especially photos, has been shown to reduce stress and provide comfort. Ensure patients and their family or carers know that they are able to display photos/personal items, what can be brought and where best to place them (for example, on the bedside table or on a noticeboard).

No - Having familiar things around, especially photos, has been shown to reduce stress and provide comfort. Ensure patients and their family or carers know that they are able to display photos/personal items, what can be brought and where best to place them (for example, on the bedside table or on a noticeboard).

N/A

Notes



3. Can all patients see a large faced clock displaying the correct time from all positions (resting in bed, seated, standing)?

Yes - Correct - It is important for orientation and to maintain routine that patients are able to see the time. Check regularly that the time displayed is correct. Make sure the clock can be seen when standing, sitting and in bed.

No - It is important for orientation and to maintain routine that patients are able to see the time. Check regularly that the time displayed is correct. Make sure the clock can be seen when standing, sitting and in bed.

N/A

Notes

4. Can all patients see a calendar displaying correct date, or an orientation board, from all positions (resting in bed, seated, standing)?

Yes - Correct - It is important for orientation and to maintain routine that patients are able to see the day and date. Check regularly that the day and date displayed on the calendar or written on the orientation board is correct. Ensure that the day and date can be seen when standing, sitting and in bed.

No - It is important for orientation and to maintain routine that patients are able to see the day and date. Check regularly that the day and date displayed on the calendar or written on the orientation board is correct. Ensure that the day and date can be seen when standing, sitting and in bed.

N/A

Notes



5. Can all patients see a toilet or a clear sign pointing to a toilet from their bed/bedside?

- Yes** - *Correct* - Being able to see the toilet or clear signposting is important for orientation and to maintain independent toileting wherever possible. Patients are in an unfamiliar environment and visual reinforcement of location is needed.

- No** - Being able to see the toilet or clear signposting is important for orientation and to maintain independent toileting wherever possible. Patients are in an unfamiliar environment and visual reinforcement of location is needed. Consider providing signs on bathroom doors and toilets. Signs should include a picture of a toilet.

- N/A**

Notes

Safety

6. Are all doors and drawers positioned so they do not have the potential to strike other objects when in the open position?

- Yes** - *Correct* - Consider checking this by opening and closing doors and drawers.

- No** - Test this by opening and closing doors and drawers. Consider how furniture might be rearranged to avoid this occurring.

- N/A**

Notes

7. Are light switches visible in the dark?

- Yes** - *Correct* - This is important for safety, especially night toileting.

- No** - This is important for safety, especially night toileting. Consider using glow in the dark paint or stickers to highlight them.

- N/A**



Notes

8. Is the room free of clutter?

- Yes** - *Correct* - Maintaining a clutter free room is important for safety. Items not in use should be stored in an accessible but out of the way location.

- No** - Maintaining a clutter free room is important for safety. Items not in use should be stored in an accessible but out of the way location.

- N/A**

Notes

9. Is there a chair for every patient?

- Yes** - *Correct* - Each patient should have a chair next to their bed and be encouraged to sit out of bed as much as possible to reduce the risk of functional decline and pressure injuries. Chairs with armrests assist with independent sitting and rising. Patients should be able to sit with their feet flat on the floor and legs at right angles.

- No** - Each patient should have a chair next to their bed and be encouraged to sit out of bed as much as possible to reduce the risk of functional decline and pressure injuries. Chairs with armrests assist with independent sitting and rising. Patients should be able to sit with their feet flat on the floor and legs at right angles.

- N/A**

Notes



10. Do nursing and allied health staff write their notes while in the room/bed bay?

- Yes** - *Correct* - Writing notes while in the room means there is more opportunity for interaction with patients and more time that patients are being observed.
- No** - Writing notes while in the room means there is more opportunity for interaction with patients and more time that patients are being observed. Consider ways to create space for this, for example by rearranging furniture.
- N/A**

Notes

Comfort

11. Are all patient controllers (e.g. call bell, television remote) easily reached from the bed?

- Yes** - *Correct* - This is important for comfort and stress reduction, as well as safety. If appropriate, check with the patient that they are able to reach all of these items easily and move them if not.
- No** - This is important for comfort and stress reduction, as well as safety. If appropriate, check with the patient that they are able to reach all of these items easily and move them if not.
- N/A**

Notes

12. Is a bedside table and/or an over-bed table available in the room/bed bay and in easy reach?

- Yes** - *Correct* - Being able to have places to store personal items and necessary amenities like a cup and water jug is important for comfort and helps reduce stress.
- No** - Being able to have places to store personal items and necessary amenities like a cup and water jug is important for comfort and helps reduce stress. If the room/bed doesn't have one, try to source one that can be used easily, is sturdy and can be locked in position when necessary.



N/A

Notes

13. If there is a view to outside, can the patient see it if they wish?

Yes - *Correct* - Views of nature have been shown to reduce stress in patients and being able to see outside can assist with orientation.

No - Views of nature have been shown to reduce stress in patients and being able to see outside can assist with orientation. Ensure curtains or blinds are open as appropriate and reposition bedside chairs if necessary and possible to allow patients to see outside.

N/A

Notes

14. Are paintings on the walls positioned so they don't create glare for the patient?

Yes - *Correct* - Reducing glare and shadows within the room is important. It is worth viewing wall decoration from the bed position and bedside chair position at different times of day to gauge this and adjust if necessary.

No - Reducing glare and shadows within the room is important. It is worth viewing wall decoration from the bed position and bedside chair position at different times of day to gauge this and adjust if necessary.

N/A

Notes



15. Are there chairs available near the bed for visitors and space for them to sit?

- Yes** - *Correct* - Providing a place for visitors to sit near the bed is important for their comfort.
- No** - Providing a place for visitors to sit near the bed is important for their comfort. If this is not possible, store chairs nearby and ensure they are easily available.
- N/A**

Notes

16. Is noisy equipment located away from patient rooms?

- Yes** - *Correct* - This is important for patient comfort and rest.
- No** - This is important for patient comfort and rest. Consider moving noisy equipment.
- N/A**

Notes
