



Mattress Audit Process

The purpose of a mattress audit is to determine which:

- Protective mattress covers need immediate replacement.
- Mattresses need immediate replacement.
- Mattress covers and mattresses that require replacement in the near future, (e.g., 6 months).

In addition to assessing the quality of the mattresses and mattress covers, the audit process facilitates determination of rotation and/or flipping schedules to ensure longevity of the mattress as well as planning for scheduled, (e.g., yearly), replacement of mattress and mattress covers.

The following are a few points to consider for setting up and doing a mattress audit.

❖ Determine the auditors:

- Limit the number of auditors to a manageable number.
- Ensure consistency of auditors when doing the audits.
- Provide education for the auditors:
 - How to fill in the audit form.
 - Use a few test mattresses to ensure inter-rater reliability.
 - Taking photos of the mattress issues – need to have a unique identifier in the photo and to take lots of photos to help others understand the scale and importance of the issue.

❖ Organize for the audit:

- Determine key partner to whom the audit results will go to (e.g., facility management, Infection Control, Director of Care, Head of Housekeeping, etc.).
- Determine how the audit data will be captured, paper form, excel spread sheet, fillable pdf and then have the form(s) used for the auditors' education to test the form's usability.
- Determine the file name structure for the saved photos.
- For those mattresses without a unique identifier, determine what the identifier should be and where to put it on the mattress.
- Have a supply of markers, (e.g., black sharpers) for the auditors to use for document on the mattresses and/or mattress covers.
- For those mattresses that need to be rotated and/or flipped, determine a coding system for the auditors to use.
- Plan the audit day with the housekeeping staff,(e.g., bed wash days).
- Determine the process for immediate removal of a mattress (where do these mattresses go).
- Start with auditing all the mattresses in storage so they can be used as replacement mattresses.
- Arrange for extra staff to move mattresses and make beds once the auditors have assessed the mattress.
- Arrange for admin staff to help with the data entry.

❖ Prepare the audit results:

- Tabulate the results and organize any photos taken.
- Review results with the auditors to ensure accuracy of the data.
- Present the audit results to those who have been identified as key partners in this work.
- Pull out small pieces of change that can be incorporated into a current task (daily or weekly)
- Identify what requires a bigger conversation such as education for new and current staff, such as, housekeeping and care aides.
- Plan a date to repeat the site/unit's audit.