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|  LAUNDRY / LINEN DRYING | NO.  |
| **Protective Equipment Instructions**:Tasks relating to this procedure have been classified as Category III. Tasks do not involve exposure to blood or body fluids. No protective equipment is necessary. However, should it become necessary to handle blood or body fluids, or articles contaminated with blood or body fluids while performing this procedure, appropriate protective equipment must be worn (i.e. gloves, gowns, etc.). If necessary, contact your supervisor for further instructions. Should you be exposed to blood or body fluids, report the incident to your supervisor.**Purpose**:To maintain an adequate supply of laundry, linen and resident clothing to effectively meet the day-to-day needs of the residents.**Key Procedural Points**1. Do no dry rubber sheeting, plastics, or other materials not recommended by the manufacturer of the machine. Read and follow instructions on the machine.
2. Select appropriate drying cycle for loads.
3. Remove laundry from the dryer after the cycle has ended.
4. Report defective equipment or needed repairs to your supervisor.
5. Report equipment and supply needs to your supervisor.
6. Keep dryers clean. Remove lint as instructed.
7. Keep drying area clean and unobstructed.
8. Follow established safety precautions.

**Steps in the Procedure:**1. Sort washed laundry and linen into groups for proper drying cycles.
2. Place sorted laundry into dryer.
3. Select appropriate drying setting, and start the dryer.
4. When the cycle has been completed, remove laundry and take to the folding and sorting area.
5. Sort into groups (i.e., sheets, towels, bedspreads, resident clothing, etc.).
6. Keep clean laundry and linen separate from soiled clothing area.
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| Approved: | Effective Date: | Revision Date:3/17 | Change No.: | Page: 1 of 1 |