

<p>Status: Guideline: offers direction and guidance on good practice, need not necessarily be strictly adhered to.</p>	<p>Policy No: CLG 21 Revision No: Date Approved: 01/03/11 Review Date: 01/03/13</p>
<p>Title: Guidelines for assisting a Cheshire Ireland Service User to use a Bedpan</p>	
<p>Written by: Clinical Practice Project Group</p>	
<p>Approved by:</p>	
<p>Cross Reference:BPHO2,ICGO1,ICGO2,</p>	

1.0 Purpose

The purpose of these guidelines is to ensure appropriate assistance is offered to Cheshire Ireland service users when using a bedpan and to ensure the dignity of the person is respected when staff are providing assistance.

2.0 Scope

These guidelines refer to all Cheshire Services where staff assist service users to use a bedpan.

3.0 Responsibility

- It is the responsibility of all staff involved in assisting service users to use bedpans to be familiar with and adhere to these guidelines.
- It is the responsibility of all service managers to ensure staff are familiar with the guidelines and to monitor compliance.

4.0 Definitions

Bedpans: When a service user is unable to use the toilet bedpans are an alternative. They may be placed under the service user to collect urine and faeces while the person is in a lying position.

5.0 Guidelines

Equipment

- Bedpan and cover
- Toilet paper
- Sterile Gloves

Procedure

- Wash and dry hands thoroughly
- Apply gloves
- Take the covered bedpan and toilet paper to the bedside
- Explain the process to the service user.
- Ensure adequate privacy
- Pre-warm the bedpan if necessary
- Ask/assist the service user using the service to bend his/her knees, with feet flat on the bed and raise the hips. Assist if needed with your hand under the person's lower back.
- If the service user is unable to raise the hips, assist the service user to roll away from you, place the pan, and assist the service user to roll onto the pan
- Position the bedpan with the wide rim under the buttocks, and narrow area between the legs
- For female service users, ensure the legs are slightly apart, otherwise urine may trickle down the legs onto the sheet. For male service users, ensure that the penis is positioned over the bedpan.
- Check the service user is comfortable
- Cover the service user with a sheet/bedclothes to preserve privacy
- Ensure the call light is within easy reach, and leave the service user in a private environment. Ask the service user to signal when they are finished
- When the service user has finished, remove the bedpan and cover it.
- Provide assistance to the service user with cleansing and hand washing as needed
- Ensure the service user is comfortable
- Dispose of excreta safely in a toilet.
- Place the bedpan in the washer or disposal system as appropriate
- Remove gloves
- Wash and dry hands thoroughly

Troubleshooting;

If changes are observed in the frequency, appearance, or smell of urine, the service user complains of pain when urinating, lower abdominal pain lower back pain or discomfort are observed, record in Best Possible health Daily Continuation Sheet/BPH Continence Records and report to lead clinical person / line manager.

6.0 References

Nicol. M., Bavin, C., Bedford-Turner, S., Cronin, P. & Rawlings-Anderson, K. (2004). *Essential Nursing Skills*. Mosby, United Kingdom.

Robertson, B. & O’Kell, S. (1995). *Study Guide for Health and Social care Support Workers*. First Class Books Pub., Bristol.

Angela Dustagheer, Joan Harding, and Chris Mc Mahon (2005) *Knowledge to care, A handbook for Care Assistants* Blackwell Publishing