**Nursing Assistant Skill - Assisting With a Bedpan**

**Order of procedure: Point Value:**

1. Obtain proper authorization and assemble equipment 4

* bedpan, basin, toilet tissue, paper towel, gloves

2. Knock on the door and pause 4

* Introduce yourself, identify the patient, explain the procedure

3. Closer door and screen the unit for privacy 4

4. Wash hands 4

5. Elevate bed to comfortable working level 4

6. Lower the side rails on the side where you are working. 4

Place a blanket over the patient, ask him/her to hold the top of the blanket.

7. Pull the bed covers to the foot of the bed to avoid contamination. 4

8. Raise the patient’s gown (avoid exposing patient) 4

9. Ask the patient to flex at the knees and rest his or her weight on the heels. 4

10. “On the count of 3 raise up and I’ll slide the bedpan under you. I 2 3” 4

11. Assist by placing your hand on the small of the patient’s back. 4

With your other hand, place a barrier underneath the patient, repeat on the

other side in order to smooth out the barrier.

12. “On the count of 3 raise up and I’ll slide the bedpan under you. I 2 3” 4

With your other hand, slide the bedpan under the patient’s hips. 4

- Narrow end should face the foot of the bed

13. Replace the bedcovers and position patient comfortably. 4

Raise head of bed, inform him/her may have to adjust the bedpan if it moves.

14. Remove your gloves and wash your hands. 4

15. Observe the following before leaving the patient’s room: 4

- Position patient comfortably and in good alignment

- Raise handrails to bed

- Place call signal/water/supplies

- Lower bed to lowest level

- Leave area neat and clean

16. Answer patient’s call signal STAT 4

Lower the head of the bed back down.

17. Repeat steps 3 – 10, but remove bed pan and cover with barrier 4

18. If necessary clean the genitals/perineal area as necessary, 4

drop soiled tissue in bedpan.

19. Take bed pan to bathroom and note amount, color, and type. 4

- Record I & O chart if necessary.

20. Empty the bedpan, rinse/dry it using a different paper towel for inside/outside 4 21. Return bedpan to patient’s unit. 4

22. Fill a basin with warm water and allow the patient to wash hands. 4

23. Pull sheet and coverlet back over the patient; ask him/her to hold the top.

Slide blanket out and place in soil linen. 4 24. Remove gloves, and wash hands thoroughly. 4

25. Report that the patient’s gown has been changed and record all required info 4

- Date, time, observations/concerns, signature and title