

PERFORMANCE CHECKLIST

Assisting with Use of Bedpan

Name _____

To be completed by instructor during observation of 100%, unassisted mastery of procedure. Date and sign below. Skill mastery must be demonstrated prior to direct patient contact.

Equipment: Bedpan, bedpan cover, toilet tissue, basin of warm water, soap dish, soap, washcloth, towel, gloves, incontinence pad

- ___ 1. Knock before entering room.
- ___ 2. Greet and identify resident.
- ___ 3. State your name and title.
- ___ 4. Explain procedure and obtain permission.
- ___ 5. Wash hands and assemble equipment.
- ___ 6. Provide privacy and put on gloves.
- ___ 7. Place bedpan on chair.
- ___ 8. Provide for resident safety and elevate bed to best level for body mechanics.
- ___ 9. Fold top linen to foot of bed and lower underclothing. Avoid unnecessary exposure.
- ___ 10. Ask to bend knees and place feet flat on mattress while lifting hips. Assist, as needed, by slipping hand under lower back and lifting. Position bedpan under buttocks. Use incontinence pad as needed.
- ___ 11. If unable to assist, position resident facing a way from you, and place bedpan against buttocks. Push bedpan downward into mattress and roll resident back onto bedpan.
- ___ 12. Replace top linen and elevate head of bed as high as comfortable.
- ___ 13. Place toilet tissue and call signal within reach and ask to signal when finished.
- ___ 14. Provide for resident safety.
- ___ 15. If cannot be safely left alone, wait in room on other side of curtain.
- ___ 16. If leaving room, provide for safety, lower bed, remove gloves and wash hands. Watch for call signal and respond promptly. Wash hands and put on gloves upon return.
- ___ 17. Bring warm water and supplies to bedside if cleaning with toilet paper not sufficient.
- ___ 18. Raise bed and assist with pericare if resident is unable to do so.
- ___ 19. Lower head of bed and remove bedpan. (May clean genital area at this step).
- ___ 20. Provide for resident safety, cover bedpan and take to bathroom.
- ___ 21. Observe amount and appearance of feces or urine and measure output if ordered.
- ___ 22. Empty bedpan into toilet, flush toilet, clean bedpan and replace in bedside stand.
- ___ 23. Remove gloves and wash hands.
- ___ 24. Assist resident with hand washing if needed.
- ___ 25. Provide for resident safety and lower bed.

- _____ 26. Provide for comfort with call signal in reach.
- _____ 27. Wash hands.
- _____ 28. Record actions and report any abnormal observations to supervisor.

Pass _____ Instructor's Signature _____ Date _____

The above signature attests that the evaluator did not prompt, give hints, or otherwise assist the individual in the performance of the skills, or allow the individual to study the skill after selection or before demonstration when the individual was being tested for competency. 2005