



Urinary Catheterization (Female)

OBJECTIVE: To perform a proper female urinary catheterization with Foley Catheter.

MATERIALS: Well illuminated examination room, examination table, clean glove, sterile glove, foam body cleanser or cleanse wipes, Foley catheter, sterile tray, sterile underpad, sterile fenestrated drape, antiseptic solution (*povidone iodine etc.*), betadine swabs, sterile cotton balls/sterile gauze, forceps, sterile lubricant, sterile lidocaine, syringe, sterile water, drainage bag, dressing tape.

D: Appropriately done PD: Partially done ND: Not done/Incorrectly done

STEP/TASK	D	PD	ND
Preparation			
1. Introduce yourself to the patient.			
2. Confirm patient's ID.			
3. Explain the procedure and reassure the patient.			
4. Get patient's consent.			
5. Wash hands.			
6. Prepare the necessary materials in a tray (<i>check and ensure the integrity and the sterility</i>).			
7. Position the patient in a lying position; uncover her lower body with legs apart- knees bending and groin exposed (<i>maintain the patient's privacy and dignity</i>).			
<i>(Consider washing the patient's genital area before the procedure if visibly soiled. After putting on clean gloves, wash patient's genital area thoroughly with foam body cleanser or cleanse wipes. Remove gloves and wash hands).</i>			
Procedure			
8. Put on sterile gloves and use strict sterile technique for the foley insertion procedure.			
9. Take the sterile underpad and place it (<i>plastic side down</i>) beneath the patient.			
10. Take the sterile fenestrated drape and position it around the patient's genitalia.			
11. Draw up 5 ml sterile water into a syringe (<i>if pre-filled syringe is not provided with the pack</i>).			
12. Dispense the lubricating gel into the tray, pour antiseptic solution over three cotton balls.			
13. Remove the plastic sleeve from the catheter, lock the sterile water syringe into the port and check the integrity of the retention balloon. Place the catheter on the sterile site.			
14. Separate the labia using the non-dominant hand and visualize the meatus.			
Do not touch any sterile material with this hand for the rest of the procedure.			
15. Grasp one cotton ball with the forceps, wipe one side of the labia from top to bottom and discard the cotton ball away from the sterile field. Repeat on the opposite side and then wipe down the middle using the third cotton ball.			
16. Using the dominant (sterile) hand, handle the catheter, cover the tip of the catheter with lubricant.			
17. Insert the lubricated catheter firmly into the meatus and gently advance it until you see the urine in the catheter/drainage bag.			
18. Once a stream of urine is obtained, advance catheter 3-4 cm. More and inject 5 ml of sterile water to inflate the catheter's balloon (<i>ensure that this does not cause the patient any pain</i>).			
19. Gently retract the catheter until a resistance is felt.			
20. Attach the catheter bag and hang it to the bed.			
21. Remove the gloves.			
22. Tape the catheter to the thigh.			
After the procedure			
23. Ensure that the patient is comfortable.			
24. Make explanations to the patient, answer his questions and discuss management plan.			
25. Dispose of sharps and waste material according to infection control standards.			
26. Wash hands.			
27. Document the procedure.			



Urinary Catheterization (Male)

OBJECTIVE: To perform a proper male urinary catheterization with Foley Catheter.

MATERIALS: Well illuminated examination room, examination table, clean gloves, sterile gloves, foam body cleanser or cleanse wipes, Foley catheter, sterile tray, sterile underpad, sterile fenestrated drape, antiseptic solution (*povidone iodine etc.*), betadine swabs, sterile cotton balls/sterile gauze, forceps, sterile lubricant, sterile lidocaine, syringe, sterile water, drainage bag, dressing tape.

D: Appropriately done PD: Partially done ND: Not done/Incorrectly done

STEP/TASK	D	PD	ND
Preparation			
1. Introduce yourself to the patient.			
2. Confirm patient's ID.			
3. Explain the procedure and reassure the patient.			
4. Get patient's consent.			
5. Wash hands.			
6. Prepare the necessary materials in a tray (<i>check and ensure the integrity and the sterility</i>).			
7. Position the patient in a lying position; uncover his lower body with legs apart and groin exposed (<i>maintain the patient's privacy and dignity</i>).			
<i>(Consider washing the patient's genital area before the procedure if visibly soiled. After putting on clean gloves, wash patient's genital area thoroughly with foam body cleanser or cleanse wipes. Remove gloves and wash hands).</i>			
Procedure			
8. Put on sterile gloves and use strict sterile technique for the foley insertion procedure.			
9. Take the sterile underpad and place it (<i>plastic side down</i>) beneath the patient.			
10. Take the sterile fenestrated drape and position it around the patient's genitalia.			
11. Draw up 5 ml sterile water into a syringe (<i>if pre-filled syringe is not provided with the pack</i>). (<i>Draw up 5 ml. sterile lidocaine if you consider to use such as patients with enlarge prostates</i>).			
12. Dispense the lubricating gel into the tray, pour antiseptic solution over three cotton balls.			
13. Remove the plastic sleeve from the catheter, lock the sterile water syringe into the port and check the integrity of the retention balloon. Place the catheter on the sterile site.			
14. Retract the foreskin, if present, hold the shaft of the penis with the non-dominant hand. (<i>You may Inject 3-5 ml. sterile lidocaine into the urethra and firmly pinch the end of the penis for 1-2 minutes to retain the lidocaine with in the urethra.</i>)			
Do not touch any sterile material with this hand for the rest of the procedure.			
15. Using a circular motion, wipe the glans from the meatus outward three times with three different cotton balls/swabs.			
16. Using the dominant (sterile) hand, handle the catheter, cover the tip of the catheter with lubricant.			
17. Grasp the penis in an upright position and insert the lubricated catheter firmly into the meatus and gently advance it until you see the urine in the catheter/drainage bag.			
18. Once a stream of urine is obtained, advance catheter 3-4 cm. More and inject 5 ml of sterile water to inflate the catheter's balloon (<i>ensure that this does not cause the patient any pain</i>).			
19. Gently retract the catheter until a resistance is felt.			
20. Attach the catheter bag and hang it to the bed.			
21. If the foreskin was retracted, reposition it after placement.			
22. Remove the gloves.			
23. Tape the catheter to the thigh.			
After the procedure			
24. Ensure that the patient is comfortable.			
25. Make explanations to the patient, answer his questions and discuss management plan.			
26. Dispose of sharps and waste material according to infection control standards.			
27. Wash hands.			
28. Document the procedure.			