



# INSERTION CHECKLIST: URINARY CATHETER

<b>Name:</b>		<b>IP Number:</b>	
<b>Date:</b>		<b>Time:</b>	
	<b>Print</b>	<b>Sign</b>	<b>Designation</b>
<b>Inserted by (Operator):</b>			
<b>Assisted by:</b>			
<b>Checklist completed by:</b>			
<b>Reason for insertion:</b>			
<b>Gauge of catheter:</b>		<b>Bulb? Inflated with how much?</b>	
<b>Any resistance encountered?</b>			
<b>Removed- Date:</b>		<b>Time:</b>	
<b>Removed by:</b>			
<b>Reason for removal:</b>			

**NB. Observer/assistant must prompt the Operator if any step has been omitted and STOP the procedure if any break in IPC measures is noted.**

Compliant	✓	Compliant after prompt	+	Procedure stopped	✗	Not applicable	NA
NO.	INDICATOR					ASSESSMENT	
<b>Prepared mother:</b>							
1.	Communicated with and obtained informed consent from mother						
<b>Prepared baby:</b>							
2.	Hand hygiene performed						
3.	Identified baby-checked ID band information						
4.	Pain relief (sucrose, swaddling and dummy) provided						
5.	Baby correctly positioned: legs flexed & hips abducted						
6.	Hand hygiene performed						
<b>Prepared trolley:</b>							
7.	Designated trolley cleaned and covered with sterile drape						
8.	Sterile general purpose pack opened and sterile items opened onto it						
9.	Only umbilical/urinary catheter used not feeding tube						
<b>Prepared for sterile procedure:</b>							
10.	Sterile procedure hand wash performed						
11.	Sterile gloves donned						
<b>Procedure:</b>							
12.	Sterile fenestrated drape used to cover legs and abdomen						
13.	Non dominant hand used to hold the penis vertically/open the labia. Held throughout the procedure. (Hand is no longer considered sterile)						
14.	Urethral meatus/penis cleansed with chlorhexidine 0.5% in 70% isopropyl alcohol/saline from top to bottom, using 3 different swabs held in forceps. In girls each labia minora cleansed first then the meatus. In boys a circular motion from meatus down shaft.						
15.	Allowed to dry for 2 minutes						
16.	Sterile field maintained during procedure						
17.	If continued resistance or bleeding occurred procedure stopped. If nurse inserting - handed over to doctor to continue procedure						
18.	Skin (including under foreskin) cleaned with saline post procedure						
19.	Catheter secured to abdomen (male) or leg (female)						
20.	Catheter attached to closed drainage system						
21.	Sterile drape removed and gloves doffed						
22.	Hand hygiene performed						
23.	Procedure recorded in clinical record						
<b>If Procedure stopped-Reason/s</b>							