



## DIAPERING PROCEDURE

**Must be posted at each diapering changing area**

<b>Preparation</b>	<p>Wash Hands.</p> <p>Gather necessary supplies so that they are easily accessible during diaper change and within reach</p> <p>Cover diapering surface</p> <p>Put gloves on</p>	<ul style="list-style-type: none"> <li>❖ Clean disposable diaper.</li> <li>❖ Disposable wipes or dampened paper towels.</li> <li>❖ Diapering cream, labeled with child's first and last name (if provided).</li> <li>❖ Roll paper or nonabsorbent paper sheets.</li> <li>❖ Gloves (a must with stool).</li> <li>❖ Extra clothes (if needed).</li> </ul> <p>The paper must be the length of the child: have clean paper within reach.</p> <p>Mandatory for stool diapers, and if anticipation of contact with blood. Recommended with urine diapers.</p>
<b>Dirty Phase</b>	<p>Place child on diapering surface. Child should not bring any items including pacifiers to the changing table</p> <p>Remove soiled diaper</p> <p>Cleanse diaper area of child</p> <p>Remove Gloves</p>	<p>Keep one hand on the child the entire time. Keep other children away from diapering area. Remove child's clothing, put soiled clothing aside.</p> <p>Roll diaper inward. Place diaper directly into a covered waste container or out of child's kick space/reach.</p> <p>Cleanse from front to back including skin creases. Use disposable wipes or the three-paper towel method (soap, rinse, dry). Place wipes in waste container or out of child's kick space/reach</p> <p>Place gloves in waste container or out of child's kick space/reach.</p>
<b>Clean Phase</b>	<p>Put clean paper under child</p> <p>Ointment, as directed</p> <p>Diaper and dress the child</p> <p>Wash child's and provider's hands</p> <p>Return child to activity</p>	<p>If needed.</p> <p>Use clean glove, swabs, or tongue blades to apply, remove glove.</p> <p>Thoroughly with soap and warm running water for 20 seconds using posted procedure.</p> <p>Staff immediately returns to the diapering area for clean up.</p>
<b>Clean Up</b>	<p>Dispose of soiled items</p> <p>Disinfect per product instructions</p> <p>Wash hands</p>	<p>Put diaper, wipes, paper towels, changing paper, cotton swabs, and gloves into the plastic-lined waste container.</p> <p>Put soiled clothing in a plastic bag for parent/guardian to take home.</p> <p>Diapering surface and all surfaces that were touched.</p> <p>Thoroughly with soap and warm running water for 20 seconds using posted procedure.</p>
<b>Document</b>	<p>Record</p> <p>Report</p>	<p>Diaper change on daily sheet or electronic method.</p> <p>Any concerns to parents.</p>

## CHANGING PULL-UPS/TOILET LEARNING PROCEDURE

Note: This procedure is recommended for wet pull-ups and wet underwear only. For pull-ups/underwear soiled with feces, follow diapering procedure.

<i>Preparation</i>	<p><b>Wash hands</b> .....</p> <p><b>Assemble supplies (within reach)</b> ....</p> <p><b>Put gloves on</b> .....</p>	<p>Thoroughly with soap and warm running water for 15-20 seconds using posted procedure.</p> <ol style="list-style-type: none"> <li>1. Clean disposable pull-up* or underwear.</li> <li>2. Disposable wipes or paper towels.</li> <li>3. Gloves, when used.</li> <li>4. Plastic bags, clean clothing (if needed).</li> </ol> <p>See gloving recommendations per program policies.</p>
<i>Dirty Phase</i>	<p><b>Stand child by the toilet</b> .....</p> <p><b>Teach child to remove pull-up</b> .....</p> <p><b>Teach child to wipe bottom</b> .....</p> <p><b>Remove gloves</b> .....</p>	<ol style="list-style-type: none"> <li>1. Provide privacy.</li> <li>2. Assist child to remove clothing, if necessary. Put soiled clothing in a plastic bag. Avoid contaminating other clothing items or surfaces.</li> </ol> <p>Tear sides of pull-up to remove. Place pull-up directly into plastic bag, tie and place in a plastic lined waste container.</p> <ol style="list-style-type: none"> <li>1. Teach child to wipe from front to back (once per wipe). Use the child's own disposable wipes.</li> <li>2. Place wipes in waste container.</li> </ol> <p>Place gloves in waste container.</p>
<i>Toileting</i>	<p><b>Encourage Independent Toileting</b> ....</p>	<ol style="list-style-type: none"> <li>1. Allow child to sit on toilet.</li> <li>2. Praise for toileting attempt/success.</li> <li>3. Allow child to wipe bottom.</li> <li>4. Encourage child to flush toilet.</li> <li>5. Follow "Clean Phase" procedure.</li> </ol>
<i>Clean Phase</i>	<p><b>Teach child to put on pull-up/underwear and clothes</b>.....</p> <p><b>Wash child's hands</b> .....</p> <p><b>Return child to activity</b> .....</p>	<p>Have child sit on toilet to put on clean pull-up/underwear and pants or stand to place diaper between legs.</p> <p>Thoroughly with soap and warm running water for 15-20 seconds using posted procedure.</p> <p>Staff returns to diapering area.</p>
<i>Clean Up</i>	<p><b>Clean and disinfect</b> .....</p> <p><b>Wash hands</b> .....</p>	<p>Any soiled areas including cleaning and disinfecting toilet seat.</p> <p>Thoroughly with soap and warm running water for 15-20 seconds using posted procedure.</p>
<i>Communicate</i>	<p><b>Acknowledge Toilet Learning Process</b></p> <p><b>Record</b> .....</p> <p><b>Report</b> .....</p>	<p>Praise child for all attempts/successes in toilet learning process.</p> <p>Toileting results.</p> <p>Toileting results and any concerns to parents (rash, unusual color, odor, frequency, or consistency of stool).</p>

\* A disposable diaper may be substituted for a pull-up if necessary.

Adapted from Minnesota Visiting Nurse Agency Child Care Consultants procedure and National Resource Center for Health & Safety in Child Care procedure.

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