PROCEDURE FOR ADMINISTERING A COMMERCIALLY PREPARED ENEMA:

1. Gather equipment - commercial enema, bedpan or commode, gloves, blanket, bed protector or towel, and toilet paper.

2. Provide privacy.

3. Explain what you are going to do.

4. Wash your hands and put on gloves.

5. Assist client to turn onto left side.

6. Place blanket over client and fold top linens down to hips of client.

7. Place protective pad or towel under client's hips.

8. Place the bedpan near the client if using a bedpan.

9. Remove the cap from the enema.

10. Separate the buttocks so that the anus is visible.

11. Ask the client to take a deep breath. Gently insert the enema tip 3-4 inches into adult client's rectum while he exhales. For a child insert the enema tip 2-3 inches.

12. Squeeze and roll the enema container gently maintaining pressure on the container until all of the solution has entered the rectum.

13. Remove the enema tip from the rectum and place the used container back into the box tip first.

14. Encourage the client to hold the enema until the urge to defecate occurs, usually 2-5 minutes.

15. When the client feels the urge to defecate, assist him onto the bedpan, commode or into the bathroom. Place toilet tissue within reach and provide privacy.

16. Remove gloves and wash hands.

17. When the client indicates he is finished, wash hands and put on gloves.

18. Observe the amount, color, and consistency of feces.
19. Assist the client to clean the perineal area and wash his hands.

20. Remove gloves and wash hands.

21. Make the client comfortable.