

Area:	Health Services
Subject:	HS21 – Diapering
Reference:	134.22(e)(5)
Policy:	Diapering procedure will be implemented whenever changing diapers or the clothing of a child who has been incontinent to prevent the spread of infectious diseases in the school setting. Site supervisor will train all staff on diapering procedure.

Procedure:

1. Gather all diapering supplies so they are within reach, including a diaper, wipes, a plastic bag for soiled clothes, and a plastic-lined, hands-free, covered can.
2. Wash hands.
3. Cover the diapering surface with disposable paper.
4. Put on two sets of disposable gloves.
5. Place the child on the diapering table/mat.
 - a. Remove bottom clothes and any soiled clothing.
 - b. Remove socks and shoes that cannot be kept clean.
 - c. Avoid contact with soiled items.
 - d. ALWAYS KEEP ONE HAND ON THE CHILD.
6. Unfasten the diaper and clean the child's diaper area.
 - a. With the soiled diaper under the child, lift the child's legs to clean the child's bottom.
7. Clean from front to back with a fresh wipe each time.
8. Dispose of the diaper and soiled items.
 - a. Put soiled wipes in the soiled diaper.
 - b. Remove the diaper and dispose of it in plastic-lined, hands-free, covered can.
 - c. If the disposable paper is soiled, use the paper that extends under the child's feet to fold up under the child's bottom.
9. Remove gloves and dispose of them in hands-free can. (Use first set gloving precautions)
10. Using clean gloves (second set): Put on a clean diaper and dress the child.
 - a. Put a clean diaper under the child.
 - b. Fasten the diaper, and dress the child.
11. Wash the child's hands.
 - a. Moisten hands and apply liquid or foam soap to hand surfaces.
 - b. Rinse with running water.
 - c. Dry with a single use paper or cloth towel.
 - d. Return the child to a supervised area away from the diapering table.
12. Clean and disinfect the diaper changing surfaces.
 - a. Discard the paper liner.
 - b. Remove any visible soil with soap and water.
 - c. Apply EPA-registered disinfectant and use according to label instructions.
 - d. Be sure to leave the disinfectant on the surface for the required contact time.
13. Wash your hands with soap and running water, and record the diaper change in a report for parents.
 - a. Include the time of diaper change and diaper contents.

- b. Note any problems such as skin redness, rashes, or loose stool.

Supervised by: Registered Nurses/Delegate Health Coordinators

Performed by: Center Teaching Staff

Forms needed: Posted Diapering Procedure

Frequency: As needed