

# DIAPERING PROCEDURE

## 1 GET ORGANIZED



- 1) Place within reach: clean diaper, baby wipes, and extra clothes.
- 2) Wash hands.
- 3) Cover diapering surface with paper towel from child's mid-back to knees.
- 4) Bring child to diapering area. NEVER LEAVE CHILD UNATTENDED WHILE DIAPERING.
- 5) Put on gloves. *Parents* diapering their own child do not need gloves.

## 2 BEGIN THE DIAPERING



- 1) Remove the child's clothes setting wet or soiled clothing out of child's reach. Remove wet or soiled diaper and fold it inward, over the wet or soiled surface. Place diaper out of child's reach. Soiled diapers (BM) should be placed in a plastic bag to control odor.
- 2) Clean the child's skin using baby wipes. Wipe front to back including skin creases.
- 3) As needed, use parent supplied skin care products—diaper rash ointment, lotion, etc.—that has a Medication Administration form signed by both parent and Health Director.
- 4) If still able to reach trash receptacle while either securing child with one hand or blocking with your body; dispose of diaper, paper towel, used baby wipes, and gloves in trash. If not, keep all items out of child's reach until able to safely dispose of in trash.

## 3 PUT ON CLEAN DIAPER



- 1) Put clean diaper then clean clothing on child. Remove child from diapering surface.
- 2) Assist child with washing hands using soap and running water—baby wipes may be used for small babies—then wash your hands. Rinse and dry well.
- 3) Return child to a supervised area.

## 4 CLEAN UP



- 1) Sanitize diapering surface. Do not spray sanitizing solution directly on door handle. Wipe the door handles with a rag or paper towel soaked with sanitizing solution. Let stand for a minimum of 1 minute.
- 2) If any bodily fluids have touched the diapering surface, disinfect and let stand a minimum 5 minutes; wipe with paper towels or allow to air dry.
- 3) Wash your hands following hand washing procedure.
- 4) Place wet or soiled clothing in plastic bag and *double* knot. Write child's name on bag and set in child's cubby for parents to take home.
- 5) Report any abnormal skin or stool conditions—rash, unusual stool consistency, color, odor or frequency—to the parent and the EHS Health Supervisor or Health Director

**DO NOT LEAVE CHILD UNATTENDED AT ANY TIME**

Check diapers every hour. Visually inspect every two. Also look for behavioral cues. Wet or Soiled diapers must be changed every time.