

Medication Assistance Activity Sheet: Rectal Medication


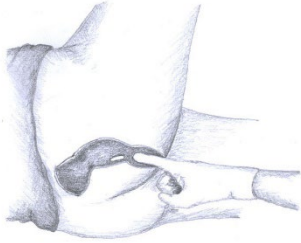

Restricted Activity for Health Care Aides (HCAs)

This activity sheet guides HCAs when assigned to assist with rectal medication.

check	Activity
<input checked="" type="checkbox"/>	The First Medication Safety Check is done by the regulated health care provider who verifies the completeness and appropriateness of the prescriber's order (e.g., dispensing pharmacy or nurse)
<input type="checkbox"/>	Introduce yourself and review the client's care plan/medication record for instructions
<input type="checkbox"/>	Perform hand hygiene and gather the required supplies: <ul style="list-style-type: none"> • rectal medication • non-sterile gloves • other items as per care plan: e.g., additional Personal Protective Equipment (PPE), lubricant, disposable pad, bedpan, etc.
<input type="checkbox"/>	Perform the Second Medication Safety Check : <ul style="list-style-type: none"> • check for allergies and alerts on the medication label and care plan/medication record • check the expiry date and/or beyond use date of the medication • check & compare the medication rights* on the medication label and care plan/medication record • report any discrepancies or incorrect/unclear information to the supervisor immediately; do not proceed until concerns are resolved
<input type="checkbox"/>	Prepare the medication according to instructions on the care plan/medication record <ul style="list-style-type: none"> • perform hand hygiene • check that the medication characteristics are normal and that the packaging is intact, there is no leakage, the colour is normal and that the medication is not dried out or discoloured • open and prepare the medication as directed on the care plan
<input type="checkbox"/>	Perform the Third Medication Safety Check : <ul style="list-style-type: none"> • identify the client using two (2) unique client identifiers • explain the activity to the client • check the medication rights* comparing the medication label and care plan/medication record
<p>* Medication rights: right client, right medication, right time, right dose, right route, right documentation, right of refusal. Unregulated health care providers are not required to know the "right reason" when providing medication assistance as directions on the care plan are followed.</p>	
<input type="checkbox"/>	Provide medication assistance as per the care plan, including: <ul style="list-style-type: none"> • assisting the client to remove clothing from below the waist and providing a drape or cover for warmth and privacy • positioning the client as per care plan instructions (e.g., lying down on their left side with knees slightly bent and placing an incontinence pad under the buttocks) • performing hand hygiene and donning non-sterile gloves • separating the client's buttocks to visualize the anus • instructing the client to take a deep breath and inserting the medication • reminding the client to remain in position and retain the medication as per care plan instructions
<input type="checkbox"/>	Complete the activity: <ul style="list-style-type: none"> • discard of used supplies and clean reusable equipment (if used) • assist client with adjusting clothing and cleansing/hygiene as needed • perform hand hygiene • complete documentation • report observations as instructed on the care plan, or issues/concerns to the supervisor



Tips

Assisting with a rectal suppository	Assisting with an enema & small-volume enema
<ul style="list-style-type: none"> • Open the suppository packaging • Applying water-based lubricant to the rounded tip of the suppository helps with client comfort during medication insertion • Instructing the client to take a deep breath just before inserting the suppository helps the client to relax the anal sphincter, making insertion easier • Using the index finger, guide the lubricated rounded shaped end of the suppository gently through the anal opening • Push the suppository 7 to 10 cm into the rectum, along the rectal wall, toward the direction of the umbilicus • Do not embed the suppository in the stool  	<ul style="list-style-type: none"> • Warm the solution to just above body temperature (approximately 40 degrees Celsius) • Open the clamp to allow solution to fill the tube and dispel the air from the tubing or squeeze the air out of the container • Test the solution temperature on your inner arm, it should feel slightly warm but not hot • Lubricate the tip of the rectal tube or container with water-based lubricant • Instruct the client to take a deep breath which relaxes the anal sphincter, and insert the tubing or the lubricated tip through the anus • Advance the tubing or tip of container into the rectum toward the direction of the umbilicus <ul style="list-style-type: none"> ○ Do not insert tubing further than 10 cm ○ Do not force the tip of a small-volume enema if resistance is felt • Unclamp the solution container and instill the required amount of solution or squeeze the container of the small-volume enema to empty contents • If the solution is not flowing, reposition the tip slightly (e.g., pull back) 
Assisting with rectal ointment (internal)	
<ul style="list-style-type: none"> • Attach the applicator to the tube and apply lubricant • Instruct the client to take a deep breath and insert the applicator into the rectum, toward the direction of the umbilicus • Squeeze the tube to instill the required amount of medication • Place a gauze pad between the client's buttocks to absorb excess ointment 	
<ul style="list-style-type: none"> • Do not place solution containers in the microwave to warm • Only use water-based lubricants; do not use Vaseline as this can irritate the rectal mucosa • To reduce discomfort, encourage/assist the client to empty their bladder before instilling an enema • Do not force a suppository, enema, or rectal applicator through the anus if resistance is met. Stop the procedure, remove the suppository or container, and seek assistance from the supervisor. • Never insert a suppository, enema, or rectal applicator, while the client is standing or sitting as this can damage the rectal mucosa • Positioning for pediatric clients may vary, refer to the care plan 	

References:

- Alberta Health & Wellness (2013). *Health Care Aide Provincial Curriculum: Course 6-Module 1: Assisting with Medication Delivery*
- Enema administration (2021, November 18). *Lippincott Procedures*. <https://procedures-lww-com.ahs.idm.oclc.org/lnp/home.do?setCookie=2948>
- Rectal suppository administration (2022, May 19). *Lippincott Procedures*. <https://procedures-lww-com.ahs.idm.oclc.org/lnp/home.do?setCookie=2948>
- Rectal ointment administration (2022, May 19). *Lippincott Procedures*. <https://procedures-lww-com.ahs.idm.oclc.org/lnp/home.do?setCookie=2948>