


Work Health and Safety: Safe Work Practice: Personal & Medical

Flip-Flow Catheter Valve

 Risks	Risk rating	Risk Controls
Infection from contact with body fluids, waste or germs	Likelihood: D Consequence: 4 Rating = LOW	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Flip Flow Catheter Valves are replaced every seven days to prevent infection <input checked="" type="checkbox"/> Client to stay still during procedure <input checked="" type="checkbox"/> In the event of being splashed – rinse well with water and report <input checked="" type="checkbox"/> Staff to wear gloves, plastic apron and eye protection during procedure <input checked="" type="checkbox"/> Wash hands after gloves removed
Injury to client or others from client fall/trip	Likelihood: D Consequence: 4 Rating = LOW	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Staff to ensure client is in position where they will not need to move during the procedure <input checked="" type="checkbox"/> Allow plenty of time; don't rush the client or yourself.

Equipment required:

<i>Mercy Services equipment</i>	<i>Others equipment</i>
Worker to wear <u>footwear</u> that is fully enclosed, slip resistant sole, water repellent/resistant and provides adequate support. Personal Protective Equipment required: protective eyewear, gloves and plastic apron	Flip Flow Catheter Valve, alcohol wipes and disposable rubbish bag and blue underlay (Aquim if no water for hand washing).

Activity	Worker behaviour	Client/other's behaviour
1. Prepare	a. Check client's Care Plan for details on catheter needs b. Gather equipment with client's permission. Equipment may include: Flip Flow catheter valve, alcohol wipes, clean gloves, protective eyewear, plastic apron, blue underlay and disposable rubbish bag. c. Explain procedure for changing catheter valve to client, this will include what the client needs to do to assist you e.g. sit down or lie down. d. Wash hands. e. Put on gloves, apron and eyewear. f. Place blue underlay under catheter to collect any urine spillage.	a. client to take position required for safe conduct of this procedure
2. Remove	a. Open Flip Flo catheter valve and leave in	

catheter valve and attach new one.	wrapping. b. Swab around end of catheter where it connects to the catheter valve with alcohol wipe. c. Remove valve carefully taking care to kink the end of the catheter tube until you reconnect with a catheter valve. d. Only touch the thick end of catheter valve to insert valve into catheter (do not touch end of valve going into catheter). e. Ensure new catheter valve is pushed on firmly. f. Ensure catheter valve is closed off. g. Make sure the Indwelling catheter (IDC) is anchored (not pulling) at all times.	
3. Dispose of old catheter valve	a. Dispose of used catheter valve and blue underlay by placing it in a disposable plastic bag. b. Remove your gloves and also place them in bag. c. Tie bag closed. Place in rubbish bin. d. Wash your hands.	
4. Final check	a. Ensure client is comfortable.	
5. Report	a. If urine is cloudy, smelly, or blood is present. b. If catheter falls out, or urine is leaking around the catheter.	
5. Follow-up	a. Record procedure in clients file. b. Document any incident and report it to your Coordinator immediately.	

As at 07/07/14 this Safe Work Practice is authorised for use in:

<i>Service</i>	<i>Position</i>
Home Care Packages	Community Care Assistant

Date for review of safe work practice: July 2017 (or if injury or changes require)

COMPETENCY ASSESSMENT

Flip-Flow Catheter Valve

Employee _____

Assessor _____

Date _____

Desired Outcome:

For staff to change a client's urinary catheter valve without causing injury or distress to self or client

Performance Criteria	Competence demonstrated	Comment
1. Prepare		
a. Checks that client's Care Plan for details on catheter needs.		
b. Gathers equipment with client's permission.		
c. Explains procedure to client.		
d. Washes hands.		
e. Puts on gloves, apron and protective eyewear.		
f. Places blue underlay under catheter to collect any urine spillage.		
2. Remove and attach valve		
a. Opens Flip Flo catheter valve and leave in wrapping.		
a. Swabs around end of catheter where it connects to the catheter valve with alcohol wipe.		
c. Removes catheter valve carefully.		
d. Only touches thick end of catheter valve not going into catheter.		
e. Ensures new catheter valve is pushed on firmly.		
f. Ensures catheter valve is closed off.		
g. Disposes of catheter valve and blue underlay by placing it in a disposable plastic bag.		
h. Makes sure Indwelling catheter (IDC) is anchored (not pulling).		
i. Removes gloves and also place them in bag.		
j. Ties bag closed. Place in rubbish bin.		
k. Washes hands.		
4. Final check		
a. Ensures client is comfortable.		
5. Report		
a. Reports if urine is cloudy, smelly, or blood is present.		
b. Reports if catheter falls out, or urine is leaking around the catheter.		
6. Follow-up		

a. Records procedure in clients file.		
b. Documents any incident and reports it to your Coordinator immediately		

Is the worker assessed as being competent? YES NO

Any required follow up action/training: _____

Signature of employee..... Date.....

Signature of assessor Date.....