

Nurses International

Clinical Skills

Name of the procedure/Rubric/ *Rationale*: Administering Medications Rectally

Step	Procedure	Yes	No	Remarks
1.	Check and verify the doctor's orders for rectal medication with medication administration record (MAR).			
2.	<u>Perform the SEVEN RIGHTS x 3</u> (should be done with each individual medication): ☐ The right client ☐ The right medication (drug) ☐ The right dose ☐ The right route ☐ The right time ☐ The right reason ☐ The right documentation			
3.	Check the label on the medication for 3 times: ☐ Name ☐ Dose ☐ Route			
3.	<u>Gather supplies:</u> ☐ Drape (if available) ☐ Non-sterile gloves ☐ Water-soluble lubricant ☐ Hand rub ☐ Enema/ suppository			
4.	Greet and identify the client using two identifiers (name and date of birth). Explain the procedure and obtain informed consent.			
5.	<u>Before inserting the medication:</u> ☐ Assess the client for diarrhea or active rectal bleeding (Rectal medications should not be administered during such conditions) ☐ Ask the client if he/she wants to defecate (medications should not be administered in the feces) ☐ Have the client void prior to the procedure ☐ Provide privacy by drawing the curtains or closing the door ☐ lower the side rails ☐ Lower the head of the bed as per the client's tolerance ☐ Raise the bed to a working height			

	☐ Have water-soluble lubricant for medication administration Note: If the client prefers to self-administer the vaginal medication, give specific instructions to the client on the correct procedure.			
6.	<u>Medication Insertion:</u> ☐ Ensure all the supplies are available and easy to reach ☐ Have the client lie in sims position (upper leg flexed above the lower leg toward the waist). ☐ Cover the client with a privacy blanket and gently roll up the gown of the client ☐ If available, Put the drape underneath the buttock areas just to expose the anal area ☐ Perform hand hygiene and apply clean gloves ☐ Remove the wrapper of the medication ☐ Apply a generous amount of lubricant to the suppository and on the index finger of the dominant hand. If it is an enema, apply lubricants only on the tip of the tube. ☐ With non-dominant hand, separate buttocks cheeks ☐ Insert the suppository (round tip towards the client) with the index finger of the gloved dominant hand into the rectum (insert approx. 5 cm in). ☐ While inserting, instruct the client to take a deep breath, exhale through the mouth and relax the sphincter. ☐ If the enema is being inserted, squeeze the solution into the posterior wall of the rectum ☐ Remove the finger ☐ Wipe and clean the anal area ☐ Instruct the client to remain on the side for 5-10 minutes to prevent the expulsion of the medication ☐ If enema has been given, bedpan has to be made ready as a client might have urgency of defecation Note: For a client with a colostomy, medication should be given through the stoma.			
7.	<u>After medication administration:</u> ☐ Discard gloves by turning them inside out ☐ Perform hand hygiene			

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	☐ Lower and lock the bed ☐ Assess to determine need for the side rails ☐ Ask if the client needs any other assistance ☐ Ensure call bell is within client's reach			
8.	Perform hand hygiene and document procedure as per agency policy, document the client's tolerance of administration.			

Reference:

Doyle. G. R., McCutcheon. J. A. (2015). Clinical Procedures for Safer Patient Care: Administering Medications Rectally and Vaginally (Ch. 6.4). Victoria, BC: BCcampus. Retrieved on 29th of December 2020 from <https://opentextbc.ca/clinicalskills/>