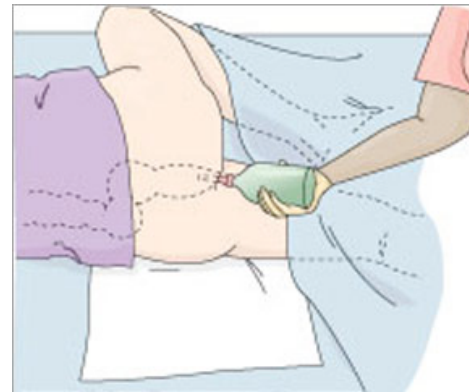


## Giving a Disposable Enema

1. Enemas are given to cleanse the bowel or to treat problems such as inflammation.
2. If the person you provide care for is weak, unable to hold or grasp the enema bottle, or unable to read directions, it is best for you to give the enema for them.
3. You will need the following equipment:
  - a. Disposable Enema (e.g. Fleet's enema)
  - b. Pair of clean disposable gloves (available at drug store)
  - c. Bath towel
  - d. Roll of toilet paper
  - e. Plastic trash bag
  - f. Packet of KY Jelly
4. Have the person put on something comfortable that is ok if it becomes soiled, like pajamas or a loose fitting sweat suit or night gown.
5. Then have the person lie down in bed and lower their pants or pajamas to expose their rectum.
6. Have the person lie comfortably on their left side with their right knee bent and pulled up towards their chest. Use a sheet to cover them.
7. Wash your hands for 15 seconds, then dry.
8. Take your supplies to the bedside. Put on the pair of clean gloves and place the towel along the person's side, just under the hips. Open the packet of KY jelly.
9. Have the person bend their right knee up, and again be sure he or she is comfortable. This position allows the enema fluid to flow correctly into the bowel.
10. Shake the enema bottle well. Remove the plastic cap from the tip of the container. The tip should already be lubricated with KY jelly. However, coat the top of the enema in the KY jelly so you know the top will insert easily.
11. Move back the sheet to expose just the person's buttocks.
12. Tell the person that you are going to take your left hand and gently separate their buttocks. This allows you to locate the rectum. Ask the person to just breathe in and out slowly through the mouth.
13. Tell the person when you are ready to insert the enema tip. Have the person relax by bearing down slightly as if having a bowel movement.
14. Insert the tip of the bottle gently into the rectum, with the tip aimed toward the navel.
15. If the person has a swelling or lump around the rectum, this may be a hemorrhoid. Just insert the tip slowly and avoid rubbing the hemorrhoid. If the hemorrhoid starts to bleed this is normal. Continue with the enema.
16. Insert the tip about 3 to 4 inches in an adult.  
**Never force** the tip into the rectum.



17. If you feel a lot of resistance, and cannot insert the tip, stop what you are doing and call the doctor's office. This could mean the person has an impaction.
18. Also, if you see swelling, redness, bleeding, or a portion of the rectum protruding as you insert the tip, stop the procedure and call the doctor.
19. Once inserted, slowly squeeze the bottle until all of the contents have entered the rectum and bowel. Fluid should not leak if the tip is inserted all of the way.
20. Stop what you are doing if the person complains of pain or burning during the enema. You might be squeezing the bottle too quickly. If pain continues, stop. If pain goes away, continue by slowly squeezing the bottle.
21. Once you have given all of the enema, tell the person to hold the solution for as long as possible.
22. Remove the enema tip by placing a small layer of toilet tissue around the tip at the rectum, and remove it gently. If the person feels full – this is normal.
23. Throw the enema bottle and tissue in the plastic trash bag.
24. A cleansing enema should be held for at least 2 to 5 minutes. An antibiotic enema should be held for about 30 minutes to an hour.
25. Cleansing enemas often cause the person to feel a strong urge to have a bowel movement. Mild cramping in the belly is normal.
26. Some persons have trouble holding an enema because of poor control. Remember, you want to have the person hold the enema as long as possible.
  - a. When the person cannot hold it any longer, help him or her to a bedside commode or the bathroom as soon as possible.
  - b. Another option is to use a disposable bedpan if the person is bed bound.
27. Once the person has passed stool, do not let them flush the toilet. Look at the **results** so you can report to the doctor or nurse when you go to the surgery center or hospital. Note if there is any blood, hard-formed stool, diarrhea stool, or clear fluid.
28. Help the person with washing their hands.
29. When finished, throw away your gloves and wash your hands.
30. Never give an enema when a person is sitting on the toilet. The tip of the bottle can injure the rectal wall.