

Enema Tip Insertion Check-off

Grade

Student: _____

Date: _____

Students are to record five enema tip insertions and a graded final competency.
To be successful, the final competency must be completed with an accuracy of 85%.

Supervising technologist should initial and date:

* Two enema tip insertions **with assistance** under direct supervision:

Initial: _____	Initial: _____
Date: _____	Date: _____

* Three enema tip insertions **without assistance** under direct supervision:

Initial: _____	Initial: _____	Initial: _____
Date: _____	Date: _____	Date: _____

Final Competency under direct supervision:

	Pre-Insertion	Yes	No	N/A
1.	Properly identify examination to be performed			
2.	Gather all necessary supplies			
3.	Clamp tubing of enema bag			
4.	Prepare barium suspension			
5.	Run barium through tubing to the end of tubing			
6.	Properly identify patient			
7.	Explain procedure to patient			
	Insertion of Enema Tip			
8.	Practice Universal Precautions			
9.	Place patient into the Sim's position			
10.	Maintain patient's privacy			
11.	Lubricate enema tip			
12.	Lift patient's buttock to expose anus			
13.	Instruct patient to take slow deep breaths during insertion			
14.	Insert enema tip into rectum toward umbilicus slowly, without force, no more than 3-4 inches			
15.	Inflate balloon			
16.	Clamp tubing to balloon so that balloon remains inflated			
17.	Instruct patient to lie supine			
	Post-procedure			
18.	Drain barium into bag			
19.	Deflate balloon			
20.	Slowly remove enema tip			
21.	Properly discard of enema bag			
22.	Maintain communication with patient throughout procedure			
23.	Clean & organize area			

Comments:

Evaluator's Signature: _____ Student's Signature _____

