

## Checklist: Assisting with Toileting (Transferring Patient On/Off Toilet)

Assisting with Toileting (Transferring Patient On/Off Toilet)	Able to Perform	Unable to Perform
1. Perform hand hygiene and identify the patient according to facility policy.	<input type="checkbox"/>	<input type="checkbox"/>
2. Provide privacy by closing the bathroom door or curtain before assisting.	<input type="checkbox"/>	<input type="checkbox"/>
3. Assemble equipment: –Toilet tissue –Transfer belt –Disposable gloves –Commode if toilet is not available –Gloves (wear gloves during perineal care or contact with body fluids)	<input type="checkbox"/>	<input type="checkbox"/>
4. Position the wheelchair at a right angle to the toilet or commode to face the wall rail. Position the large part of the wheelchair's front caster wheels facing forward, and lock the wheels. Raise or remove the footrests.	<input type="checkbox"/>	<input type="checkbox"/>
5. Observe the patient for weakness, dizziness, or loss of balance during transfer and toileting. Place a transfer belt around the patient's waist. Use an underhand grasp with one hand toward the patient's back and the other hand toward the patient's front. Obtain additional assistance if the patient cannot transfer safely with one caregiver.	<input type="checkbox"/>	<input type="checkbox"/>
6. Tell the patient to lean forward slightly, to place the stronger foot slightly behind weaker foot, to grasp the wall rail with both hands, and to bring themselves to a standing position by pushing off from the wheelchair.	<input type="checkbox"/>	<input type="checkbox"/>
7. Have the patient pivot or step around until they feel the toilet or commode against the back of their legs.		
8. Slide the pants and underwear down over the patient's knees. You may need to keep one hand on the transfer belt and use the other hand to manipulate the patient's clothing.	<input type="checkbox"/>	<input type="checkbox"/>
9. Assist the patient to a sitting position on the toilet and allow them time to eliminate. Remain nearby if the patient is at risk for falls while still maintaining privacy.	<input type="checkbox"/>	<input type="checkbox"/>
10. When the patient is finished, put on disposable gloves. Use toilet tissue to clean the patient if they are unable to do this themselves. If the patient is steady, remove and dispose of your gloves. Instruct the patient to stand and to reach for the wall rail. Assist according to the patient's strength, balance, and care plan. Then assist with pulling the patient's underwear and pants up.	<input type="checkbox"/>	<input type="checkbox"/>
11. If the sink is close enough, the patient can pivot or step to the sink to wash their hands before sitting down in the wheelchair. Otherwise, unlock the wheelchair, replace the footrests, and move the wheelchair to the sink so this step can be completed while the patient is seated.	<input type="checkbox"/>	<input type="checkbox"/>
12. If wearing gloves, remove them immediately after care. Perform hand hygiene after completing care.	<input type="checkbox"/>	<input type="checkbox"/>
13. Assist the patient to leave the bathroom. Make sure they are comfortable and have a signal light within reach.	<input type="checkbox"/>	<input type="checkbox"/>