

**HAWLER MEDICAL UNIVERSITY  
COLLEGE OF NURSING  
LABORATORY AND CLINICAL EDUCATION**

**Procedure Evaluation Document (PED)**

<b>PROCEDURE: Catheterization – inserting a Foley catheter - male</b>		<b>Code</b>	<b>21-03</b>
<b>No.</b>	<b>Skill steps</b>	<b>Not achieved</b>	<b>Achieved</b>
1	Prepared procedure equipment. <ul style="list-style-type: none"> <li>• Patient Medical Record</li> <li>• Non-sterile gloves</li> <li>• Plastic apron</li> <li>• Towel or bath blanket for draping</li> <li>• Waterproof pad</li> <li>• Wash basin with warm water</li> <li>• Skin cleanser</li> <li>• Washcloth</li> <li>• Urine drainage bag</li> <li>• 10 ml syringe</li> <li>• Normal saline for filling the balloon</li> <li>• Lubricant or Syringe prefilled with lubricant</li> <li>• Sterile catheterization tray containing fenestrated drape, sterile gloves, Foleys catheter, sterile gauze swabs or cotton wool balls in a container, kidney dish</li> <li>• Antiseptic solution such as chlorhexidine</li> <li>• Plastic bag for discarded material</li> <li>• Velcro leg strap or tape</li> <li>• Hand rub gel</li> <li>• Plastic tray</li> </ul>		
2	Checked medical order for catheterization in the patient's medical record.		
3	Identified patient using two identifiers.		
4	Performed greeting, introduction and permission procedure (G.I.P).		
5	Provided privacy.		
6	Explained the procedure to the patient and answered any questions.		
7	Adjusted the height of the bed.		
8	Arranged good lighting for the procedure.		
9	Performed hand hygiene using correct technique.		
10	Put on gloves and plastic apron.		
11	Assisted the patient to the position on his back with thighs slightly apart.		
12	Draped the patient with towel or bath blanket.		
13	Put waterproof pad under patient.		
14	Prepared the plastic bag for discarded materials and put it within the reach.		
15	Cleaned the genital area with washcloth, skin cleanser, and warm water cleaning the tip of the penis first, moving the washcloth in a circular motion from the meatus outward.		
16	Washed the shaft of the penis using downward strokes toward the pubic area.		
17	Dried the area with towel.		
18	Removed gloves.		
19	Performed hand hygiene again.		
20	Prepared urine drainage bag securing it to the bed frame if necessary.		
21	Opened sterile catheterization tray on a clean over-bed table using sterile technique.		
22	Prepared 10 ml syringe (filled with sterile water or normal saline) for inflating the balloon if prefilled syringe is not available.		
23	Poured antiseptic solution over the sterile gauze swabs or cotton wool balls.		
24	Removed cap from syringe prefilled with lubricant or put some lubricant onto the sterile field without touching the content.		
25	Opened specimen container if applicable.		
26	Placed sterile tray next to the patient's legs.		
27	Put on sterile gloves using correct technique.		
28	Opened sterile drape and place on patient's thighs with opening over penis.		
29	Opened the catheter wrapping.		

30	With uncontaminated, dominant hand, placed the drainage end of the catheter in receptacle kidney dish.												
31	Used the dominant hand to pick up a cotton ball or gauze swab.												
32	Lifted the penis with non-dominant hand and retracted the foreskin in uncircumcised patient.												
33	Using the dominant hand and the forceps, picked up a cotton ball or antiseptic swab.												
34	Using a circular motion, cleaned the penis, moving from the meatus down the glans of the penis.												
35	Repeated this cleansing motion two more times, using a new cotton ball/swab each time.												
36	Discard each cotton ball/swab after one use.												
37	Held penis with slight upward tension and perpendicular to patient's body.												
38	Used the dominant hand to pick up the lubricant syringe.												
39	Gently inserted tip of syringe with lubricant into urethra and instilled the 10 mL of lubricant.												
40	Used the dominant hand to pick up the catheter and hold it an inch or two (2,5-5cm) from the tip.												
41	Asked the patient to push as if trying to pass urine..												
42	Inserted catheter tip into meatus.												
43	Asked the patient to take deep breaths.												
44	Advanced the catheter to the bifurcation or "Y" level of the ports without forcing it.												
45	Asked patient to breathe deeply, and rotated catheter gently if slight resistance was met as catheter reached external sphincter.												
46	Held the catheter securely at the meatus with non-dominant hand.												
47	Used dominant hand to inflate the catheter balloon by injecting entire volume of sterile water supplied in prefilled or prepared syringe.												
48	Pulled gently on catheter after balloon is inflated to feel resistance.												
49	Attached catheter to drainage system.												
50	Remove equipment and dispose of disposable materials.												
51	Remove gloves.												
52	Removed plastic apron.												
53	Secured catheter tubing to the patient's inner thigh with Velcro leg strap or tape.												
54	Secured drainage bag below the level of the bladder.												
55	Checked that drainage tubing is not kinked and flow of urine is not restricted.												
56	Assisted the patient to a comfortable position.												
57	If requested, put on clean gloves and obtained urine specimen immediately from drainage bag, and removed gloves.												
58	Performed hand hygiene using correct technique.												
59	Returned the equipment to the dedicate area.												
60	Documented the procedure in the patient's medical record.												
<b>1. SKILL EVALUATION 60%</b>													
<b>Steps</b>	0	1-7	8-14	15-21	22-28	29-30	31-37	38-44	45-51	52-58	59-60	Skill steps achieved	
<b>Points</b>	0	6	12	18	24	30	36	42	48	54	60	Skill points achieved	
<b>Level</b>	F						U	N	S	C	I	Skill level achieved	
<b>2. PROCEDURE ASPECTS EVALUATION 40%</b>													
<b>Rationale 10%</b>		<b>Patient Focus 10%</b>		<b>Professional Manner 10%</b>		<b>Time 10%</b>							
Failed	5	Failed	5	Failed	5	Failed	5	Failed	+10	5			
Unsatisfactory	6	Unsatisfactory	6	Unsatisfactory	6	Unsatisfactory	6	Unsatisfactory	+8	6			
Novice	7	Novice	7	Novice	7	Novice	7	Novice	+6	7			
Supervised	8	Supervised	8	Supervised	8	Supervised	8	Supervised	+4	8			
Competent	9	Competent	9	Competent	9	Competent	9	Competent	+2	9			
Independent	10	Independent	10	Independent	10	Independent	10	Independent	TA	10			
<b>Notes:</b>										Time allowed (TA)			
										Time achieved			
										Aspects points achieved			
<b>3. COMPLETE PROCEDURE EVALUATION 100%</b>													
≤50	51-60	61-70	71-80	81-90	91-100	Total points achieved							
<b>Failed</b>	<b>Unsatisfactory</b>	<b>Novice</b>	<b>Supervised</b>	<b>Competent</b>	<b>Independent</b>	Total level achieved							
Student				Signature				<b>Actual Mark/Out of</b>					
Teacher				Signature									
Clinical Area				Date									