

Chapter 14: Body Mechanics

Transferring the Client to and From the Toilet Seat			
		Name:	
		Date:	
<i>Remember to promote:</i>			
Dignity • Independence • Individualized Care • Preferences • Privacy • Safety			
Pre-Procedure	S	U	Comments
1. a. Identify the client according to employer policy.			
b. Check the care plan for a description of the client's abilities or limitations.			
2. Explain the procedure to the client.			
3. Perform hand hygiene.			
4. Provide for privacy.			
5. Make sure the client has an elevated toilet seat so that the toilet seat and wheelchair are at the same level.			
6. Check the grab bars near the toilet. If they are loose, tell your supervisor. Do not transfer the client to the toilet if the grab bars are not secure.			
Procedure	S	U	Comments
7. Have the client wear non-skid footwear.			
8. Position the wheelchair next to the toilet if there is enough room. If not, position the wheelchair at a right angle to the toilet (Figure 14.33). It is best if the client's unaffected side is near the toilet.			
9. Lock the wheelchair wheels.			
10. Raise the footrests. Remove or swing them out of the way.			
11. Apply the transfer belt, if used.			
12. Help the client unfasten clothing.			
13. Help the client stand and turn to the toilet, using the grab bars (see the procedure <i>Transferring the Client to a Chair or Wheelchair</i> , steps 16 and 17 on page 245).			

14. Provide support while the client lowers clothing. Hold the transfer belt, or keep your hands around the client's shoulder blades. Continue to block the client's feet and knees with your feet and knees. Have the client hold on to the grab bars for support.			
15. Lower the client's pants and undergarments.			
16. Lower the client onto the toilet seat.			
17. Remove the transfer belt if used.			
18. Tell the client that you will stay close by and to use the call bell (in facilities) or to call for you when help is needed. (Because of their increased risk for falling, some clients must have someone stay right by their side while they are toileting. Check with your supervisor if you are unsure!)			
19. Close the bathroom door to provide for privacy.			
20. Stay near the bathroom. In the meanwhile, you may complete other tasks in the client's room.			
21. Knock on the bathroom door when the client calls for you.			
22. Help with wiping, perineal care, flushing, and hand washing, as needed. Wear gloves for this step.			
23. Apply the transfer belt if used.			
24. Help the client stand, and support the client in the standing position. Hold the transfer belt, or keep your hands around the client's shoulder blades. Continue to block the client's feet and knees with your feet and knees.			
25. Help the client pull up and secure clothing.			
26. Transfer the client to the wheelchair (see the procedure <i>Transferring the Client to a Chair or Wheelchair</i> , steps 18 through 26 on pages 246-247).			
Post-Procedure	S	U	Comments

25. Provide for safety and comfort.			
26. Place the call bell within reach.*			
27. Perform hand hygiene.			
Report and Record your actions and observations, according to employer policy.			
<i>*Steps marked with an asterisk may not apply in community settings.</i>			