
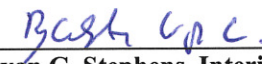




**COBB COUNTY COMMUNITY SERVICES BOARD
DOUGLAS COUNTY COMMUNITY SERVICES BOARD**

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| Policy # 9005 | Eye Medication Instillation |
| Origination Date: March 1998 | |
| Revision Date: June 2004; March 27, 2006; January 28, 2009, July 26, 2016 | |
| Reviewed Date: February 2005; July 20, 2007; May 18, 2010, October 1, 2012, May 8, 2013 | |
| Approved: | |
|  Althea D. Whitley, RN, Director of Nursing |  Bryan G. Stephens, Interim CEO |

PURPOSE:

To ensure that when eye medications are ordered by a physician, the eye medication will be self administered by the client or licensed nursing staff using procedures to ensure safe and accurate administration of medication with minimal discomfort.

PROCEDURE:

- A. When licensed nursing staff is administering eye medication or staff is assisting a client with self-administration of eye medication, the following steps are:
1. Eye Drops:
 - a. Gather supplies of dropper (usually comes with medication), tissues/cotton balls and gloves.
 - b. Wash hands prior to procedure; apply gloves.
 - c. Explain procedure to client; then position him/her flat on back. If unable to lie down, have client sit in chair with head tilted back in comfortable position.
 - d. Draw prescribed dosage of medication into dropper.
 - e. Using thumb and forefinger hold client's eye open.
 - f. Pull lower lid down with thumb and instruct client to look upward and away.
 - g. Allow drops to fall on pouch of lower eyelid. Have client blink.
 - h. Wipe under eye gently with tissue from nose to ear. Use separate tissues for each affected eye.
 - i. Remove gloves and wash hands.
 - j. Document eye medication administration in the Medication Record.
 - k. If any adverse reaction noted such as pain, redness or swelling, record in Progress Notes and notify nurse. If condition worsens or new symptoms appear, notify nurse and document in Progress Note.
 2. Eye Ointment:
 - a. Gather supplies: gloves, ointment
 - b. Wash hands prior to procedure; apply gloves
 - c. Draw lower lid down gently, and have client look upward and away. If both eyes are affected, treat each eye as a separate procedure.
 - d. Apply ointment (through applicator nozzle on tube along lower eyelid) moving from nose toward ear, being careful to ensure medication applicator doesn't touch eye.
 - e. Instruct client to close eyes or roll eyes gently without squeezing lids.
 - f. Instruct client not to rub eyes.
 - g. Remove gloves and wash hands after procedure completed.

- h. Document eye medication administration on Medication Record.
- i. If any adverse reaction noted such as pain, redness or swelling, record in Progress Notes and notify nurse. If condition worsens or new symptoms appear, notify nurse and document in Progress Note.