

# Cleaning and disinfecting a commode pan or bed pan manually for Domiciliary Care settings

**Best practice is to always:**

- Use a bucket or sink designated for only cleaning commodes or bed pans
- Use disposable cleaning cloths and dispose of after use
- Use a general purpose neutral detergent and warm water for cleaning before disinfecting
- After cleaning, use a household bleach solution or equivalent product, as per manufacturer's instructions. Dilution of 1 in 100, e.g. 10 ml of household bleach in 1 litre of cold water. Or use a '2 in 1' product, which contains both a detergent and a disinfectant
- Ensure pans are replaced when damaged, e.g. scratched, stained or the handle is rusted

Follow your local 'Safe disposal of waste, including sharps Policy for Domiciliary Care staff' for appropriate waste stream to be used and the 'Safe management of blood and body fluid spillages Policy for Domiciliary Care staff' if there is contamination with blood or blood stained body fluids.

	<p><b>1.</b> Wash hands thoroughly with liquid soap, warm running water, dry with paper towels and dispose of. Then put on disposable apron and gloves. Wear facial protection if there is a risk of splashing to the eyes.</p>		<p><b>2.</b> (i) Commode pan - cover with lid and carefully remove from the commode to avoid spillages.</p> <p>(ii) Bed pan - carefully remove pan from underneath the service user to avoid spillages and cover with lid, disposable pan cover or paper towel.</p>
	<p><b>3.</b> Transfer the covered commode or bed pan to the toilet to empty, clean and disinfect. Empty the contents into the toilet.</p>		<p><b>4.</b> Immerse the pan into a designated commode/bed pan bucket or sink filled with detergent and warm water.</p>
	<p><b>5.</b> Wash the outside then inside of the pan and dry with disposable paper towels. Dispose of cloth and paper towels.</p>		<p><b>6.</b> Wipe the outside then inside of the pan with the appropriate disinfectant solution or wipes. Leave to air dry. Dispose of cloth.</p>
	<p><b>7.</b> Remove and dispose of gloves, clean hands, do not use alcohol handrub when a service user has diarrhoea. Then remove and dispose of apron.</p>		<p><b>8.</b> Wash hands with liquid soap and warm running water, rinse and dry thoroughly with paper towels.</p>