Instillation of Eye Drops

Level III

Purpose

The purpose of this procedure is to provide guidelines for instillation of eye drops to treat medical conditions, eye infections and dry eyes.

Preparation

1. Review the resident's care plan to assess for any special needs of the resident.
2. Assemble the equipment and supplies as needed.

General Guidelines

1. Allow the resident as much privacy as possible. (do not administer in public area)
2. Should both eyes require instillation, wash and dry your hands thoroughly before treating each eye.
3. To steady the eye dropper during the instillation process, rest your hand on the bridge of the resident's nose or on his/her forehead.
4. When administering two or more different eye drops allow five minutes between each application.
5. Do not force the procedure. Take your time and be gentle with the resident.

Equipment and Supplies

The following equipment and supplies will be necessary when performing this procedure.

1. Eye dropper;
2. Cotton balls;
3. Solution (as prescribed);
4. Personal protective equipment (e.g., gowns, gloves, mask, etc., as needed); and
5. Other as may be necessary or appropriate.

Steps in the Procedure

1. Place the equipment on the bedside stand or overbed table. Arrange the supplies so they can be easily reached.
2. Wash and dry your hands thoroughly.
3. Put on gloves.
4. If the resident is sitting up, tilt his/her head backward slightly.
5. If the resident is bedfast, position the resident's head on the pillow and tilt the head backward slightly.
6. Draw medication into the dropper.
7. Gently pull the lower eyelid down. Instruct the resident to look up.
8. Drop the medication into the mid lower eyelid (fornix). (**Note:** Do not touch the eye or eyelid with the dropper.) Recap the medication bottle.
9. Instruct the resident to slowly close his/her eyelid to allow for even distribution of the drops. Instruct the resident not to blink or squeeze the eyelids shut, which forces the medicine out of the eye.
10. Gently dry the eyelid with cotton ball if dripping occurs. (**Note:** Use only one cotton ball per wipe.)
11. Discard used cotton balls into designated container.
12. If the resident complains of pain, cease the procedure and summon the nurse supervisor.
13. Remove gloves and discard into designated container. Wash and dry your hands thoroughly.
14. Clean your equipment and return it to its designated storage area (i.e., bedside stand, bathroom, etc.).

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Steps in the Procedure (continued)

15. Discard disposable equipment and supplies in designated containers.
16. Clean the overbed table and return it to its proper position.
17. Lower the bed into lowest position and place the siderails and the head of the bed in the appropriate position **as indicated in the resident's plan of care**.
18. Reposition the bed covers. Make the resident comfortable.
19. Place the call light within easy reach of the resident.
20. Wash and dry your hands thoroughly.
21. If the resident desires, return the door and curtains to the open position and if visitors are waiting tell them they may now enter the room.

Documentation

The following information should be recorded in the resident's medical record:

1. The date and time the eye drops were instilled.
2. The name and title of the individual(s) who instilled the eye drops.
3. The type of solution instilled in the eye.
4. All assessment data obtained concerning the resident's eye.
5. How the resident tolerated the procedure.
6. If the resident refused the treatment, the reason(s) why and the intervention taken.
7. The signature and title of the person recording the data.

Reporting

1. Notify the supervisor if the resident refuses the care.
2. Report other information in accordance with facility policy and professional standards of practice.

References	
MDS (RAPs)	O1; O2;
Survey Tag Numbers	F311; F333; F441
Related Documents	
Risk of Exposure	Blood–Body Fluids–Infectious Diseases–Air Contaminants–Hazardous Chemicals
Procedure Revised	Date:_____ By:_____ Date:_____ By:_____ Date:_____ By:_____ Date:_____ By:_____

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