



Diaper Changing Observation Tool

As you observe the caregiver or child complete each step of the procedure, place a check mark in the “Yes” box. For each step that was missed or done incorrectly, check the “No” box and write a comment detailing what you observed. “NA” (not applicable) may be used only when it is a choice in the “Comments” column. Use a new tool for each caregiver observed. Use the results of the observations to develop training for the child care program.

During the Visit

| Diaper Changing Procedure | Yes | No | Comments |
|---|-----|----|----------|
| 1. All supplies are gathered and prepared before bringing the child to the changing table/area, including: | | | |
| a. Paper to cover the table (optional) | | | (NA__) |
| b. Fresh diaper and clean clothes if needed | | | |
| c. Wipes for cleaning the child – removed from the container so it isn’t touched during procedure | | | |
| d. Plastic bag for soiled clothes if needed | | | (NA__) |
| e. Disposable gloves | | | |
| f. Diaper cream (if needed) removed from the container onto facial or toilet tissue ready to apply to child’s skin | | | (NA__) |
| 2. Carry the child to the changing table/area | | | |
| 3. Put on gloves (gloves are required by OSHA) | | | |
| 4. Place the child on the diaper changing surface and unfasten the diaper, leaving the soiled diaper under the buttocks | | | |
| 5. Wipe the child’s buttocks with disposable wipes from front to back, using a fresh wipe each time | | | |
| 6. Put the soiled wipes into the soiled diaper or directly into a plastic lined, hands-free covered waste can | | | |
| 7. Fold the soiled surface of the diaper inward and place it in a covered, plastic lined, hands-free covered waste can | | | |
| 8. Remove gloves using proper technique and place in a covered, plastic lined, hands-free covered waste can See Gloving Procedure Handout DC.3 | | | |
| 9. Use a disposable wipe to clean caregiver’s hands and another disposable wipe to clean child’s hands. Discard soiled wipes into the plastic lined, hands-free covered waste can | | | |
| 10. If table paper is used, fold up the paper so clean paper is now under the child’s buttocks | | | |
| 11. Slide a fresh diaper under the child | | | |

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| 12. Use the facial or toilet tissue to apply diaper cream (if needed) and dispose of the tissue in the plastic lined, hands-free covered waste can | | | |
| 13. Fasten the diaper and dress the child | | | |
| 14. Wash the child's hands following the handwashing procedure as follows: | | | |
| a. All supplies are available including liquid soap and clean disposable towels | | | |
| b. Turn on warm water Water temperature should not be colder than 60 degrees and no warmer than 120 degrees | | | |
| c. Wet hands in water | | | |
| d. Apply liquid soap | | | |
| e. Wash hands with soapy lather for at least 20 seconds - hands are not rinsed or placed in water during this time | | | |
| f. Rub top and inside of hands, under nails and between fingers | | | |
| g. Rinse hands under running water for at least 10 seconds - hands do not touch the faucet or surface of the sink or counter after this point | | | |
| h. Dry hands with clean disposable paper towel | | | |
| i. Turn the water off using the paper towel | | | |
| j. Throw the paper towel away into a lined trash container | | | |
| 15. If the child is too young to hold up his/her head to be held at the sink, use the 3 towel method to wash the child's hands | | | (NA__) |
| a. Wipe the child's hand with a damp paper towel moistened with a drop of liquid soap | | | |
| b. Wipe the child's hands with a wet paper towel | | | |
| c. Dry the child's hands with a paper towel | | | |
| 16. Dispose of the paper liner (if used) on the table using the plastic lined, hands-free covered waste container | | | (NA__) |
| 17. Clean the changing surface with detergent and water, then rinse the surface with water (it works well to have soapy water & clean rinse water in separate spray bottles) | | | |
| 18. Wet the entire changing surface with the disinfectant solution | | | |
| 19. Leave the disinfectant solution on the surface per label instructions | | | |
| 20. Allow the surface to finish air drying, or wipe with a clean paper towel | | | |
| 21. Put away the spray bottles of detergent and disinfectant solution | | | |

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| 22. Record the diaper change in the child's daily log including what was in the diaper and any problems or observations, such as skin irritation | | | |
| 23. Do not place a child on a surface that is still wet with the disinfectant solution | | | |
| 24. All spray bottles are labeled listing the products in the container and dwell time | | | |

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| Results Reviewed With | Title |
| Review Completed By | Date |