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| Version 1.6 | September 2019 | Full review of policy Policy condensed and re-formatted NEWS score criteria changed for UTI indications Addition of Appendix 2 Addition of Appendix 3 Addition of Appendix 4 |
| Version 1.7 | October 2022 | Title change –male and female reference removed Full review of policy Policy condensed and re-formatted Appendix 3 moved into policy document Addition of Appendix 4 |

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1. Introduction

Urinary catheterisation is an invasive procedure and should not be undertaken without full consideration of the benefits and risks. The presence of a catheter can be a traumatic experience for patients and have huge implications for body image, mobility, pain, and comfort. Indwelling catheters are a key source of urinary tract infections (UTI). It is essential that they are only used if clinically necessary.

The ongoing need for the urinary catheter must be reviewed at regular intervals.

2. Important notes

- Informed consent (verbal) must be obtained and recorded
- Remove catheters at earliest point to reduce risk of morbidity and mortality
- Long-term catheters should be changed at least every 12 weeks
- Incontinence is not an indication for catheterisation
- Patients should be encouraged to have fluid intake of 1.5 2 litres per day
- Catheterisation can increase the risk of pressure ulcer development
- Where chronic wounds are present, catheterisation presents greater risk
- Catheterisation should be avoided in agitated or cognitively impaired patients
- For male patients who are incontinent consider a trial of a urosheath first
- Do not dipstick urine for a patient who has a urinary catheter in situ
- Assessment of patients symptoms are required before antibiotics prescribed
- Balloons should be filled only with sterile water
- It is not best practice to deflate and re-inflate the balloon for troubleshooting
- Intermittent catheterisation to be considered where appropriate and practical
- When unable to change catheter bags using sterile procedure connection should be cleaned with 2% chlorhexidine in 70% isopropyl (blue clinell wipe) before disconnection

There is no policy or legal position regarding male practitioners catheterising female patients or female practitioners catheterising male patients. Patients should be offered a chaperone or be invited to request the presence of a chaperone. Nurses and other health care professionals should consider being accompanied by a chaperone (irrespective of organisational constraints or settings in which this is carried out) when undertaking intimate examinations and procedures to avoid misunderstanding and, in rare cases, false accusations of abuse (RCN 2006).

3. Competence and Training

All NHS Borders staff involved in urinary catheterisation should:

- Undertake NHS Borders Urinary Catheterisation Proramme (via LearnPro)
- Complete 2 yearly peer reviews in order to demonstrate competence
- Staff joining NHS Borders must have their competency checked before carrying out catheter management (transferability of skills form available from Clinical Practice and Development (CP&D)
- Bladder scanner training should be accessed via company rep for machine in use

4. Urinary Catheter Care Passport

- All patients with an indwelling urethral or supra-pubic catheter must have a Urinary Catheter Care Passport completed
- There is no requirement for a passport for patients who are likely to have a catheter in-situ for less than 72 hours
- For hospital patients, keep the passport in bedside notes
- Maintenance must be checked daily and recorded weekly
- If no passport present, initiate new passport
- When a patient is discharged, the passport MUST be given to them
- Staff should show the patient/carer how to manage their passport
- When a passport is complete and no longer in use, it should be filed in the medical records
- Elective patients do not need to be issued with a catheter passport. The duration of catheterisation will be defined by the operating surgeon and documented in medical records

This is a patient held document which should remain with the patient at all times and be taken to all hospital appointments and hospital admissions.

5. Catheterisation

| | Urethral Catheterisation | Supra-pubic Catheterisation | Intermittent Self Catheterisation (ISC) |
|-------------------|---|---|--|
| Description | Sterile procedure that facilitates direct drainage of the urinary bladder | Surgically created connection between the urinary bladder and the anterior abdominal wall to drain urine from the bladder | Insertion of a urinary catheter to drain urine or instil solution into the bladder which is immediately removed and not left in situ |
| Indications | Acute urinary retention (Symptomatic chronic urinary retention and/ or renal impairment Debilitating disease involving skin ulceration Severe burns Monitoring fluid balance in severely ill patient (urosepsis policy) Neurological disorders Surgical procedures: intra-operative/ following abdominal, gynecological or urological surgery Unfit for urology surgery For comfort and dignity in end of life care Prolonged immobilization Intractable urinary incontinence when alternative non-invasive approaches are unsatisfactory or unsuccessful Post bladder/prostate surgery | Elective abdominal or urological surgery Inability to pass urethral catheter due to obstruction Acute urinary retention or chronic retention Advanced neurological disease Disorders of the genitalia or urethral trauma Patient preference, particularly if sexually active or to maintain the ability to self-care Less urethral trauma Persistent expulsion of the urethral catheter More comfortable to wear Intractable incontinence, where other options have failed | Management of chronic urinary retention or incomplete bladder emptying Reduce UTI with draining residual urine Male or female patients who suffer from some form of neurogenic bladder dysfunction or voiding difficulty Management of a urinary pouch via a continent stoma Installation of drug therapy Self-dilation of urethral stricture disease |
| Contraindications | Pelvic fracture Severe burns Traumatic urethral injury Failed Trial Without Catheter (TWOC) following transurethral resection of Prostate (TURP) within four weeks Artificial urinary sphincter | Known or suspected carcinoma of bladder Undiagnosed haematuria Femoral-femoral crossover vascular grafts Previous lower abdominal surgery Blood clotting disorders Ascites Suspected/diagnosed ovarian cyst Severe obesity | ISC performed in an acute or emergency situation is a sterile procedure Clinically clean procedure within the home setting Catheters are single use only Dependent upon individual patient needs and based on full clinical assessment Patient understands how to order their supply of catheters. (GP prescription) |

| Indications for hospitalisation | Fresh haematuria Within 3 weeks of radical prostatectomy or bladder/ urethral reconstructive surgery, consult the Urology Department if re- catheterisation is required | Previous problematic insertions by the clinician | |
|------------------------------------|--|--|--|
| Catheter selection | Urethral obstruction 'Standard' catheter lengths (40cm) are only available within BGH In Primary Care, a female length catheter may be prescribed on a named patient basis Smaller gauge catheters minimise the risk of urethral trauma which predisposes to Urinary Tract Infections If recurrent blockages due to sediment, consider larger bore catheter or open- ended catheters Tiemenn tipped if large prostate | Maintain size at catheter change, unless otherwise clinically indicated Standard length is 1st choice Size 16 - 18ch catheter at the initial insertion For ongoing catheter changes use an all silicone 16ch - 18ch catheter, unless instructed to upsize catheter for recurrent blockages (may upsize to size 20ch in total) First changes (after 4 weeks) may be performed within the community unless requested by the surgeon. Contact the Urology if catheter requires change within 4 weeks Exchange suprapubic catheter without delay (suprapubic tract can be closed within half an hour of removal of the existing catheter) | Size 12ch Tiemenn tipped if large prostate |
| Catheter diameter | Use smallest gauge catheter initially. If there is a latex allergy use all silicone catheter: Size 12/14ch - Clear urine, no debris, no haematuria Size 16ch - Slightly cloudy urine, light haematuria with or without small clots, mild debris Size 18ch - Moderate to heavy debris, haematuria with moderate clots | | |
| Lubricant: | The anesthetic-based gel must be used prior to catheterisation for both male and female patients as per the manufacturer's instructions. 11ml syringe for male patients and 6ml syringe for female patients. | The anesthetic-based gel must be used prior to catheterisation for both male and female patients as per the manufacturer's instructions. 11ml syringe for male patients and 6ml syringe for female patients. | |

6. Securing Urinary Catheter:

| Basic principles | Balloon size of 10mls/5mls must be used |
|------------------------------------|--|
| | Charrier size - choose the smallest size possible to provide adequate drainage |
| | Patients should have spare catheter within home setting. A catheter valve may be used as an alternative to a drainage bag |
| Cleansing | Ensure the peri-urethral area is socially clean using unperfumed soap & water prior to commencing |
| _ | Use sterile saline for cleansing the meatus prior to insertion |
| Changing urinary | • Leg bags or catheter valves must be changed every 5-7 days as per manufacturers guidelines. Urinary catheters should be connected to |
| drainage systems | a sterile closed drainage system, incorporating a link system for overnight drainage to keep the day system intact |
| | • Ensure patient /carer is taught how to change leg drainage bags using a clean technique. Overnight bag is a single-use item only |
| | Manual dexterity is extremely important when choosing the correct leg bag tap for the patient |
| | Short tubing leg bag (6cm) long tubing (25cm) available depending on patient requirements |
| Bag position and support | Patient/carer understands need to keep urine bag below level of the bladder |
| | The leg bag is drained when 2/3 full – leave small amount of urine in bag to prevent vaccum |
| | The urine bag tap must not touch the floor |
| | • All urethral catheters should be supported with a catheter retaining strap (G strap/Clinifix) or aquasleeves to minimise trauma at bladder |
| | neck, and external meatus. The leg bag strap is not a catheter retaining strap |
| | Suprapubic catheters should be secured by suitable device to prevent tension to catheter and site. Avoid use of care dressings to |
| | suprapubic site, as this can encourage infection |
| Catheter Valves | The valve should be opened every 2 to 3 hours or earlier if needed to ensure the bladder does not overdistend |
| | An overnight 2-liter drainage bag may be attached to the value to promote drainage if this is the patient preference |
| | Catheter valves are only suitable for patients who have a good cognitive function, sufficient manual dexterity to manipulate the valve and adequate bladder capacity. It is important that catheter valves are not used with patients that have uncontrolled detrusor overactivity, ureteric reflux or repairment. |
| | Catheter valves must not be used on patients following surgical procedures to the prostate or bladder. |
| Immobile Acute Patients | Should have a standard 2 litre drainable urine bag attached to the hospital bed |
| | Changed every 5 to 7 days |
| | The national's bed should be lowered to lowest possible height to enable catheter bag to be free from floor |
| | Where there is a requirement to lower the bed further a catheter stand should be used |
| Patient discharge from hospital | The hospital is responsible for notification of patient being discharged with a urinary catheter to the district nurse, treatment room nurse and or GP where appropriate |
| | Before leaving the hospital, patients should be taught catheter care or if unable to self manage, a family member or carer taught |
| | Urinary Catheter Care Passport must be completed and given to the patient |
| | Patients are to be discharged with one week's supply of night bags, leg bag x1 and a replacement catheter of the appropriate size and information booklet |
| | Subsequent catheters are obtained on prescription via the GP |
| Responsibility of the | Once the changing of catheter regime is established, the ongoing review must be assessed and agreed by the clinician |
| Health Care Professional | |
| Non-registered nurse | Non-registered staff may only undertake urinary catheterisation following formal training and specific departmental agreement. The |
| urinary catheter insertion | registered Health Care Professional responsible for the patient remains accountable for all non-registered staff practice |
| Documentation | The Health Care Professional undertaking catheterisation must document all details within the patients' Catheter Passport |

7. Frequency of Intermittent Catheterisation:

| Bladder residual volumes | Frequency |
|----------------------------|--|
| Unable to void | Average 4-5 possibly 6 times a day (depending on |
| | incontinence symptoms) |
| Over 500mls | More than 3 times a day |
| Between 300ml & 500ml | 2-3 times a day |
| Between 150ml & 300ml | 1-2 times a day |
| Less than 150ml | Daily |
| Less than 100mls | Stop and re-assess |
| On 3 consecutive occasions | Residual urine levels – may need to undertake ISC as |
| | little as once a week, or stop depending on symptoms |

8. Community Urinary Catheter Management

The District/Community/Practice/Treatment Room Nurse will be the clinician responsible for the ongoing management of the patient's urinary catheter and assess on an ongoing basis and prior to each catheter change and consider trial without catheter (TWOC).

9. Catheter maintenance solutions

Catheter maintenance solution is prescription only medication. Instilling catheter maintenance solutions breaks the closed drainage system. Only perform if evidence of encrustation. pH management is required for this.

Individuals with pH above 6.8 are more likely to experience problems with an encrusted catheter, as encrustation develops due to alkaline urine. Do not use solutions to unblock catheters, blocked catheters should always be removed and replaced.

Any catheter maintenance regime should be undertaken as infrequently as possible in order to achieve clinical improvement. Please note: best practise is to change catheter i.e. if catheter becomes blocked with encrustations at week 8, the catheter should be changed at week 7, and careful monitoring is required by the health care provider.

Test and record urine specimens from the catheter port **twice a day** for 7-10days. If the pH is >7 the urine is alkaline.

| Date | | | | | |
|------|--|--|--|--|--|
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10. Infection

10.1 Potential signs and symptoms of urine infection

A working clinical definition for use in NHS Borders is at least 2 criteria out of the following:

- Fever (>= 38.0) and/or chills and/or rigors
- Flank and/or costovertebral and/or suprapubic, pain or tenderness
- New haematuria
- New delirium or change in cognitive state

For patients who have had a catheter removed within the previous 2 days additional symptoms would be:

- Dysuria
- Frequency

For patients with spinal cord injury additional symptoms would be:

- Increased spasticity
- Autonomic dysreflexia
- Sense of unease

10.2 Lab Specimens

- When obtaining a urine specimen from a catheter, change urinary catheter and send CSU from a new catheter
- It is important that an aseptic technique via the sampling port is used
- Samples must not be taken from the drainage bag

If recurrent UTI, consider changing the catheter again 72 hours after commencing antibiotics and consider increasing frequency of catheter changes. Patients may be treated empirically with an antibiotic.

10.3 Antibiotics and Treatment

- Where the patient is asymptomatic, antibiotics should be avoided in order to prevent the selection of resistant strains of colonising organisms. Almost all patients with a long term indwelling catheter will develop bacteriuria
- Routine antibiotic therapy for patients with bacteriuria is not recommended unless the patient has symptoms of a urinary tract infection
- Seek microbiological advice where specific clinical concern exists
- "Routine use of antimicrobial prophylaxis during catheter change should be avoided" (SIGN 88)
- Assess the clinical need for antibiotic prophylaxis for a patient with a UTI and pyrexia who requires catheterisation
- If episodes of sepsis are related to changes of the catheter or the history of; consider antibiotic therapy in accordance with local guidelines and previous results
- Treatment of CAUTI must follow SIGN guidelines and NHS Borders Prescribing Formulary and NHS Borders Hospital Antimicrobial Precribing Guidelines for Adults

10.4. Immunosuppression

Patients with conditions resulting in a low white cell count or who are undergoing chemotherapy or are on other immunosuppressant medication may require a course of antibiotics following catheterisation. Seek advice from the Microbiologist.

11. Nurse-Led Catheter Removal

The catheter must be removed as soon as clinically possible following insertion. Any delay in removal creates a significant risk of serious infection. Please use the Nurse Led Catheter Removal Tool (appendix 2) to assist and encourage early removal.

For all routinely catheterised patients, medical approval is **NOT** required prior to removal by the Health Care Professional, subject to following this policy and indication for removal by assessment.

Where a medical or nursing concern exists, the discussion should be held with the multidisciplinary team prior to catheter removal.

12. Trial Without Catheter (TWOC)

Any patient with a catheter must be reviewed regularly and a planned TWOC must take place when an assessment indicates that it can be removed.

A TWOC procedure can be undertaken either in a clinical or home environment.

- Remove the catheter early morning, depending on clinical circumstances, to ensure that the patient receives full support and monitoring during the day and that the voided urine can be measured
- Encourage a good fluid intake (approx 6 cups of fluid in the morning)
- If the catheter is removed within the patient's home, the health care professional must provide contact numbers in case problems occur and a follow-up visit within 4-6 hours may be planned with the patient to evaluate the trial
- Document TWOC in Catheter Care Passport

Bladder scanning is a useful tool; if this is not possible, patient assessment should include fluid input/output and patient symptoms. If TWOC unsuccessful, reinsert urethral catheter and document urine volume over 15 minutes (retention volume). Note any resistance during catheterisation and whether the patient felt 'relief' after the catheter was inserted, implying the patient has bladder sensation. If required arrange/discuss appropriate follow up with Urology.

For males catheterised for chronic/acute urinary retention, consider the use of Tamsulosin (400mcg od) prior to TWOC, for approximately 2 weeks (unless contraindicated). This will need to be initiated as a long term prescription if TWOC successful (there is good evidence that alpha-blockers increase the success of TWOCs).

- If performing a suprapubic TWOC, please attach a catheter valve for 24 48 hours before removing suprapubic catheter
- Patient voids per urethra and measures the volume, followed by immediately opening the catheter valve and measures the urine volume via the catheter. If volumes drained via the valve are below 100mls, please remove the catheter.

Protocol for males with acute retention of urine



- Send blood for kidney function at time of catheterisation for analysis within 4 hours. If not possible in the community, refer patient to the emergency Department
- Complete patient catheter passport
- Follow advice on pyrexia prior to catheterisation
- Relieve rentention by urinary catheterisation using a size 14 all silicone catheter. If there is difficulty with catheterisation contact the surgical register on call
- Check and record observations. If temperatre is 38°c or above arrange admission
- Record time of catheterisation. Measure and document the volume of urine drained up to 15 minutes post catheterisation (retention volume).
- Check urea, creatinine and electrolytes. Results available on TrakCare. Patients with a creatinine rise of 20% or greater above usual baseline level will require discussion with the on-call surgical registrar



- 1. Send patient details, brief summary to the generic UROLOGY MAILBOX
- 2. Urology nurse specialist will forward details to the appropriate district nurse teams, requesting the **outcome** of the TWOC in the community
- 3. DN's will inform Urology through the UROLOGY MAILBOX the outcome of the TWOC
- If TWOC is successful the alpha-blocker should be continued and appointment arranged with Nurse Specialist
- If TWOC is unsuccessful then a consultant clinic appointment will be arranged within the next 6 weeks where PSA and DRE will be monitored and further decision made
- For patients under 40 years old, a Urology Consultant review appointment within 4 6 weeks is required whatever the outcome of the TWOC

Appendix 2

Nurse-Led Catheter Removal Tool

| Nurse Led Catheter Removal Tool | | | | | | | | | | | |
|---------------------------------|--|-------------------------------|---|---|---|--|---|-----------------------------|----------------------------|----------------------------|--------|
| | | | Reason catheter inse | erted: | | | | | Ward: | | |
| | | | Supplies for patient | with long term cathe | ter (Y/N) | | Comments: | | | | |
| [Affix Ad | dressograph Label | Here] | National Catheter Passport & Patient Information Booklet (Y/N) | | | | | | | | |
| | | | District Nurse Referra | al (Y/N) | | | | | | | |
| | If the answer is <u>NO</u> to all of the following questions, <u>REMOVE CATHETER</u> | | | | | | | | | | |
| | | | | WoC guida T TWoC if pat | n ce in NHS I ient has HPCR | Borders cat | heterisation | policy. | | | |
| | | | | | | | | ittorij. | | | |
| Date (dd/mm/yy) | Visible Haematuria Y/N | Urinary Obstruction Y/N | Urology Surgery Y/N | Decubitus ulcer (pressure sore) Y/N | Input/output fluid monitoring Y/N | palliative care/ medically prescribed Y/N | Immobility (eg unstable fracture) Y/N | Bowel obstruction Y/N | Catheter removed Y/N | CAUTI/ Treatment Y/N | Signed |
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NB: For males catheterised for urinary retention, consider the use of tamsulosin prior to TWOC (unless contraindicated), this will need to be initiated as a long term prescription (there is good evidence that alpha-blockers increase the success of TWOCs).

V1.2 December 2018

Troubleshooting

| Blocked catheter | Do not flush – change the catheter |
|------------------|--|
| | Check for kinks |
| | Consitpation |
| | Recurrent blockages - Consider changing catheter more frequently and |
| | upsizing to a larger diameter catheter or an 'open-ended' catheter |
| Debris present | Encourage good fluid intake |
| Encrustations | During removal: Examine catheter and eyelets and roll catheter between |
| | fingers to feel the presence of 'grit' in the lumen of the catheter. Encourage |
| | citric fluids as this may acidify the urine |
| | |
| | Observe when catheter becomes blocked and arrange to change the catheter |
| | |
| | Catheter maintenance solutions are recommended, however, a catheter can |
| | be changed more frequently to avoid the use of solutions if considered |
| | appropriate |
| Mucosal | This occurs when the bladder mucosa blocks the eyes of the catheter. It is |
| occlusion | very important to identify this cause as the treatment is very different from |
| | encrustation. The best way to determine the cause of the blockage is to |
| | examine the catheter visually on removal both internally and externally. If |
| | there is no visible evidence of encrustation, and the catheter, when rolled |
| | between ingers does not reer gnity, then it is sale to assume that mucosal |
| | catheter valve for patients suffering from repeated mucosal occlusion. The |
| | presence of the urine in the bladder may prevent the mucosa from entering |
| | the eves of the catheter. |
| | |
| | Hydrostatic suction results from the vacuum effect of urine in the drainage |
| | tubing. There is suction of the mucosa into the eyes of the catheter and |
| | prevents drainage. This is most often found in drainage bags that are |
| | positioned more than 30 cm below the bladder and a slight temporary rising |
| | of the catheter and bag will often help. |
| | Occlusion will also occur when the bladder mucosa closes around the |
| | catheter due to bladder spasm. This may be due to detrusor spasm or the |
| | catheter itself may irritate the bladder lining and trigger a spasm. |
| | Anticholinergic medication may help but patients should be made aware of |
| | the side effects in order to help with compliance. It should be discontinued if |
| | no positive effect is found. It is also possible that the spasm may occur as a |
| | reaction to the catheter material: a different catheter type should be trialled in |
| Dynacoing | the first instance. |
| bypassing | Kinked tube/constinution and increase fluids |
| | Leakage of urine around the catheter may be caused by a blocked catheter |
| | or bladder spasm. The sensitive trigone area of the bladder may be |
| | stimulated by the balloon, which in turn increases the spasm. |
| | A smaller catheter may overcome this problem. Ensure no more than 10 ml of |
| | water is used in the balloon. N.B. A larger catheter or over-inflated balloon |
| | may exacerbate the problem. Also, consider anticholinergic medication. |

| No urine flow | Check there is no kink in the catheter or drainage conduit. Ensure patient is |
|---------------|---|
| | |
| | Constipation is a common cause of blocked catheters. Encourage good fluid intake of 1.5 to 2 litres per day. |
| | The tubing of the catheter may be kinked or flattened, particularly if the patient is obese. |
| Recurrent UTI | Encourage an increase in fluid intake and increase the frequency of catheter changes. |
| Cramping pain | It is fairly common for some patients to experience abdominal cramps when a catheter is first inserted/changed. These will usually subside after 24/48 hours. If insufficient water was introduced into the balloon, then it is possible that the catheter can become dislodged causing pain. Persistent detrusor muscle contractions can also cause pain and may respond to antimuscarinic drugs but these drugs should be used with caution in the over 65's; due to antimuscarinic overload discuss with GP. It is also possible that the tip of the catheter could be irritating the bladder wall. A catheter valve may solve this problem. |
| Urethral | This may be caused by distension of the urethra by too large a catheter, or |
| discomfort | an offensive discharge around the catheter. Ensure appropriate catheter |
| | selection, ? smaller catheter, ensure adequate support with catheter strap |
| Cathotor | and leg bag straps. Ensure the catheter is within the bladder. |
| Expulsion | consider the addition of anticholinergic medication as this may be related to |
| | bladder spasms. The option of a suprapubic catheter may be considered: |
| | refer to Urology or email Urology Mailbox. |
| | |
| | Recurrent catheter expulsion with ruptured balloons may be due to the |
| | Mailbox. |
| Haematuria | Small amounts of blood are guite commonly found in the urine of catheterised |
| | patients as a result of trauma or infection. Encourage good fluid intake (1.5 to |
| | 2 litres). If severe seek medical help. |
| Purple bag | Older patients who are immobile may develop purple urinary bag syndrome. |
| syndrome | This condition is harmless and is brought about by the bacterial |
| | decomposition of tryptophan, an essential amino acid that can turn the colour |
| | or the bag purple. Some patients may be suffering from constipation - |
| | encourage good huid intake. |

Prevention of CAUTI Group Memebership

- Associate Director of Nursing Primary & Community Health Service/Chief Nurse Health & Social Care Partnership (Chair)
- Infection Control Manager (Deputy Chair)
- Consultant Microbiologist
- Senior Infection Prevention & Control Nurse or Infection Prevention & Control Nurse
- Infection Control Development Facilitator
- Urology Nurse Specialist
- Senior Charge Nurse DME
- Clinical Nurse Manager
- Consultant Physician Representative
- Senior Physiotherapist
- Senior Charge Nurse or Clinical Nurse Manager for Community Hospitals
- Clinical Nurse Manager, Primary & Community Services
- Home First Team Leader
- BECS Nurse Manager
- District Nurse Representative or Clinical Nurse Manager
- Lead Nurse for Care Homes
- Clinical Governance & Quality Representative (as required)
- Clinical Practice Education Facilitator