

Maryland State Department of Education – Office of Child Care

PROCEDURE FOR DIAPERING A CHILD

1. Organize needed supplies within reach:
 - Fresh diaper and clean clothes (if necessary)
 - Enough diaper wipes for the diaper change (including cleaning child's bottom, child's hands and providers hands after taking the soiled diaper away from the child's skin).
 - Child's personal, labeled, ointment (if provided by parents and approved by a physician) removed from the container to a piece of disposable material such as facial or toilet tissue.
 - Trash disposal bag
 - **Supplies should be removed from their containers before starting the diaper change.**
2. Place a non-absorbent paper liner large enough to cover the changing surface from the child's shoulders to the child's heels (in case it becomes soiled and must be folded over to give a clean surface during the change) on the changing table. Diapering surfaces should be smooth, nonabsorbent, and easy to clean. Don't use areas that come in close contact with children during play, such as couches, floor areas where children play, etc.
3. If using gloves, put them on now.
4. Carry the child to the changing table, keeping soiled clothing away from you and any surface that cannot be easily cleaned and disinfected.
5. Unfasten the soiled diaper but leave it under the child. Lift the child's legs as needed and use the disposable wipe to clean the child, wiping from front to back. Use a fresh wipe each time until the child is clean. Put the soiled wipes into the soiled diaper, or directly into a plastic-lined hands-free covered container.
6. Fold the soiled diaper surface inward and put the soiled diaper into a plastic-lined, hands-free covered container. If reusable cloth diapers are used, put the soiled diaper and its contents, without rinsing, into a plastic bag or a plastic-lined, hands-free covered container.
7. If gloves were used, remove them and put them into a plastic-lined, hands-free covered can.
8. Use a disposable wipe to clean the caregivers hands, and another wipe to clean the child's hands. Put the soiled wipes into a plastic-lined hands free container.
9. Put on a clean diaper and redress the child. Use a facial or toilet tissue to apply any necessary diaper creams, discarding the tissue in a covered, plastic lined hands-free receptacle.
10. Wash the child's hands and return the child to play area. (The provider should not touch any materials in the classroom, other children, etc, at this point because their hands have not been properly washed yet.)
11. Clean and sanitize the diaper-changing surface. Throw away the disposable paper liner in a plastic-lined, hands-free container. Clean any visible soil from the changing surface with detergent and water. Wet the entire changing surface with the sanitizing solution(e.g. spray a sanitizing bleach solution of ¼ cup of household liquid chlorine bleach in one gallon of tap water, mixed fresh daily) and wait 2 minutes (or allow surface to air dry) to allow the solution to kill germs before drying with a disposable paper towel.
12. Wash your hands.