

## Appendix A – Rectal/Stoma Swabbing Procedure

### Essential Equipment:

- Single use disposable apron and gloves
- Sterile bacterial swab
- Appropriate documentation/form

	Action	Rationale
1.	Explain and discuss the procedure with the patient (for adults only).	To ensure the patient understands the procedure and gives valid consent (NMC 2018).
2.	Ensure a suitable location in which to carry out the procedure.	To maintain patient privacy and dignity (NMC 2018).
3.	Wash hands with soap & water or decontaminate physically clean hands with an alcohol-based hand rub. Put on apron and gloves.	To reduce the risk of cross-infection and specimen contamination (NHS England 2022).
4.	Remove swab from outer packaging	To ensure collection of material (Murray et al. 2016).
5.	Insert the swab (plain swab with charcoal medium) approximately 2.5 cm (for adults) beyond the anal sphincter/stoma and gently rotate. Withdraw the swab and ensure visible faecal material is evident on swab.	To avoid trauma and to ensure that a rectal, not an anal, sample is obtained.
7.	Remove cap from plastic transport tube.	To avoid contamination of the swab (Petross 2010).
8.	Carefully place swab into plastic transport tube, ensuring it is fully immersed in the transport medium. Ensure cap is firmly secured.	To avoid contamination of the swab and to maintain viability of the sampled material during transportation (Ferguson 2005).
9.	Remove gloves and apron and wash/decontaminate hands.	To reduce risk of cross-infection (Loveday 2014).
10.	Ensure ICE request form completed (including relevant information such as exact site, nature of specimen and CPE screen required).	To maintain accurate records and provide accurate information for laboratory analysis (NMC 2018).
11.	Arrange prompt delivery to the microbiology laboratory.	To achieve optimal conditions for analysis (Petross 2010).
12.	Document the procedure in the patient record.	To ensure timely and accurate record keeping (NMC 2010).
13.	<b>Note:</b> The healthcare professional clinically responsible for the patient MUST review results and ensure results are acted on and communicated to the patient.	To ensure patient satisfaction and confidence in addition to duty of candour compliance, (PHE 2020).

