

# Diaper changing procedure

The following guidelines are for use in child care centers, group homes, and family child care homes. This resource was developed using best practice guidelines from Caring for Our Children, DHS Certification Regulations, and ECELS (Early Childhood Education Linkage System at the PA Chapter of the American Academy of Pediatrics).



## Preparation steps

1. **Adult washes their hands.** See below for the proper handwashing procedure.
2. **Gather all supplies and put the containers back.** Place supplies near or on the changing surface above the child's head. Do not put containers on the diapering surface.
  - » **Enough wipes**
  - » **Clean diaper**
  - » If used/needed: **Gloves, Clean clothes, Plastic bag** for soiled clothes or cloth diapers, **Dab of diaper cream** (place on a disposable cloth), **Changing table paper** (enough to reach from child's shoulders to their feet)



## Handwashing procedure

1. **Moisten** hands with running water and then apply liquid **soap**.
2. **Rub** hands together **away from** the stream of water for **20 seconds**.
3. **Rinse** hands free of the soap under running water.
4. Leaving the water running, **dry hands** with a clean paper towel or an air blower.
5. **Turn off** the faucet with a paper towel.
6. Throw the used paper towel into a hands-free trash can.



## Dirty steps

1. **Place the child** on the changing table and **remove clothing to access the diaper** keeping the clothing out of the contaminated area. If clothing is soiled, place it in a plastic bag to send home.
2. **Never leave the child unattended on a changing table.**
3. **Unfasten diaper** leaving it under the child.
4. Use **wipes to clean child** from front to back and place inside the soiled diaper or directly into a lined, hands-free covered trash can. Use each wipe for only one swipe.
5. Fold the soiled surface of the diaper inward over the used wipes.
6. **Throw away the soiled diaper and wipes in a lined hands-free trash can** (place soiled clothing or cloth diapers immediately in a plastic bag).\*
7. **Remove gloves** (if used) and **discard** in the same lined hands-free trash can.
8. **Use wipes to clean hands.** Use one wipe to remove soil from your hands and then throw it in the trash can. Use another wipe to remove soil from the child's hands and then throw it in the trash can.
9. If **paper liner** was used, check for soil under the child and fold paper up from the child's feet to cover the soiled area to create a clean surface under the child.



## Clean steps

1. **Put on the clean diaper and apply creams** if needed.
2. **Dress the child.**
3. **Wash the child's hands.** Then return them to the group without touching other surfaces.
4. **Dispose of paper liner** in trash can.
5. **Clean** visible soil from changing table and **disinfect\*\*** the surface with bleach/water solution or an EPA-approved product according to directions.
6. **Adult washes** their hands.
7. **Record** the diaper change in the child's log.

\* Store bagged, soiled clothing or cloth diapers for parents in an area inaccessible to the children.

\*\* Disinfecting a diapering surface after use is a recommended step described in Caring for our Children 3.2.1.4 and Managing Infectious Diseases in Child Care and Schools, 6th edition, p. 26. Pennsylvania Code currently only requires sanitizing diapering surfaces after use. (3270.135(b); 3280.135(b); 3290.135(b))