

# **HIQA OUTCOME 008**

## **SAFEGUARDING AND SAFETY**

### **PERSONAL CARE / INTIMATE CARE POLICY**

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**MOOREHAVEN CENTRE**

Issue No: 1 Rev: 4

Approved by: Derry McMahon

# Moore Haven Centre

## O'Brien Street, Tipperary

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## PERSONAL CARE / INTIMATE CARE POLICY

### OBJECTIVE

To ensure that controls are in place for Personal Care, Intimate Care at MooreHaven Centre.

### RESPONSIBILITY

The review of this Policy document lies with the management team. The implementation of this Policy rests with the Day & Residential Manager, the Person in Charge and the residential and day service staff team.

### POLICY DETAILS

1. All service users receive Personal Care Training as identified in their individual programme plan/individual training plan/person centred plan. This training may include:
  - Use of deodorants
  - Dressing
  - Brushing Teeth
  - Shaving
  - Showering
2. If a staff member(s) identifies that a service user needs to improve their personal appearance and/or take a shower they follow the procedure below.
3. If a service user needs to be showered in the centre, staff follow the procedure below and this will fall within the area of intimate care. Intimate care is defined as 'care tasks associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the sexual parts of the body'. In addition to this, intimate care may also include tasks such as: help with feeding, oral care and hair care.
4. If required staff will train service users in how to use a shower.

**Note:** A service user who does not have the facility at home to shower will be allowed to avail of the facilities in the MooreHaven Centre.

The Centre policy is to promote for service users to shower daily.

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### PROCEDURE:

In general service users of the MooreHaven Centre look after their own personal care. However, if a situation arises where personal care has to be given the following procedure should be followed:

1. Two members of staff are required to shower one service user, where the service user is unable to self-shower.
2. Service users are to be guided and directed with regard to showering.
3. Staff are not to touch service users unless absolutely necessary; service users are to wash and dry themselves.
4. Every effort must be made to ensure the service user retains their dignity and respect.
5. Personal care skills should be re-enforced to enable the service user to move towards independence in this area.
6. The MooreHaven Centre will actively follow the Health Information and Quality Authority document "Guidance for Designated Centre – Intimate Care, November 2013 in this respect, a copy of which is attached to this Policy.

Reviewed: 25<sup>th</sup> Sept 2017

Approved by: Derry McMahon

*This Policy is now combined with the Intimate Care Policy.*