

If you are unsure whether to use the enema, or need to speak to someone about how to use it, please contact us on the phone numbers listed below.

If you do not wish to, or cannot self-administer the enema, please contact us on the phone numbers listed below.

A nurse can administer the enema in the endoscopy department prior to your procedure.

### Contact numbers:

- **King's Mill Hospital Endoscopy**  
Telephone: 01623 622515, extension 4076.
- **Newark Hospital Endoscopy**  
Telephone: 01636 685875 and leave a message on the answer phone.

### Further sources of information

NHS Choices: [www.nhs.uk/conditions](http://www.nhs.uk/conditions)  
Our website: [www.sfh-tr.nhs.uk](http://www.sfh-tr.nhs.uk)

### Patient Experience Team (PET)

PET is available to help with any of your compliments, concerns or complaints, and will ensure a prompt and efficient service.

**King's Mill Hospital:** 01623 672222

**Newark Hospital:** 01636 685692

**Email:** [sfh-tr.PET@nhs.net](mailto:sfh-tr.PET@nhs.net)

If you would like this information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call the Patient Experience Team on 01623 672222 or email [sfh-tr.PET@nhs.net](mailto:sfh-tr.PET@nhs.net).

This document is intended for information purposes only and should not replace advice that your relevant health professional would give you. External websites may be referred to in specific cases. Any external websites are provided for your information and convenience. We cannot accept responsibility for the information found on them. If you require a full list of references (if relevant) for this leaflet, please email [sfh-tr.patientinformation@nhs.net](mailto:sfh-tr.patientinformation@nhs.net) or telephone 01623 622515, extension 6927.

To be completed by the Communications office  
Leaflet code: PIL202403-03-CEFS  
Created: September 2020/ Revised: March 2024/  
Review Date: March 2026

## INFORMATION FOR PATIENTS

### Endoscopy Department

# Self-administration of the Cleen enema for flexible sigmoidoscopy

### In your enema pack you will find:

- A packaged enema pouch with a thin tube attached.
- One bottle of Cleen enema.

## What does an enema do?

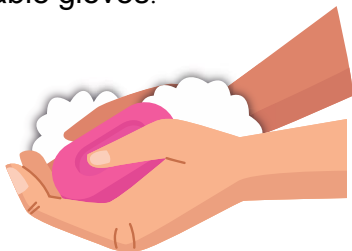
An enema makes you go to the toilet within a few minutes of using it. This cleans your lower bowel so that it can be seen clearly during your flexible sigmoidoscopy.

### Please note:

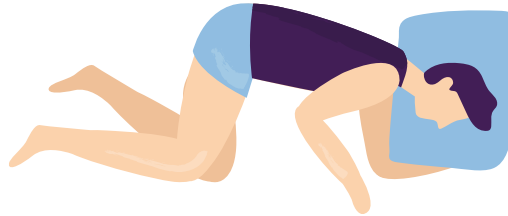
- You need to use the enema around an hour before leaving home for your appointment.
- Don't eat for 30 minutes before you use it, or afterwards until you've had your procedure.
- You can drink water, but no other liquids.
- The effect of the enema wears off within an hour, so you don't need to worry about travelling to hospital.
- The enema doesn't give you diarrhoea.

## How to use the enema

1. Wash your hands before handling this product and if possible use disposable gloves.



2. Lie on your left side with both knees bent and your arms at rest in front of you (see, below).



3. Remove the orange protective shield. Pull the shield gently while holding the bottle upright and grasping the grooved bottle cap with your fingers (see below).



4. With a steady pressure, gently insert the enema into the rectum with the tip pointing towards your navel.

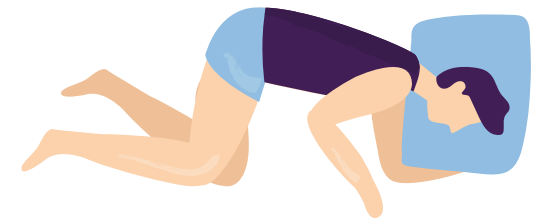
5. Squeeze the bottle until nearly all the liquid has been emptied.

**NOTE: It is not necessary to empty the unit completely. The bottle contains more than the amount of liquid needed for effective use, so a small residue will remain.**

**If rectal bleeding is noticed, the administration must be stopped straight away, and you must contact a doctor immediately.**

6. Gently remove the nozzle from your rectum. It is normal to experience some leakage of the enema liquid.

7. Remain in the same position until the urge to evacuate your bowels is strong - usually within 2 to 5 minutes.



8. Return the used enema to the box and place in the bin then wash your hands.

