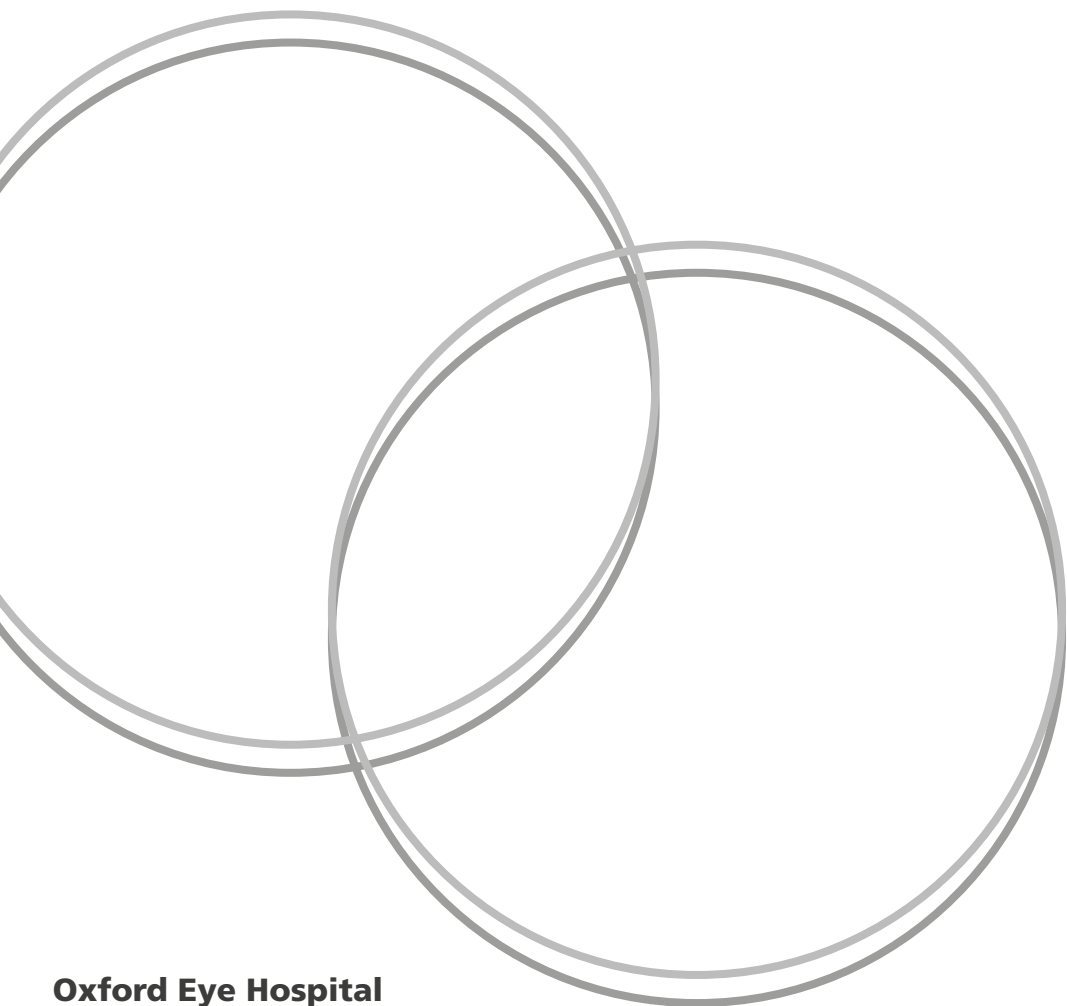




Oxford University Hospitals
NHS Foundation Trust

How to instil eye drops

Information for patients



Oxford Eye Hospital

How to instil (put in) your eyes drops or ointment

Eye drops and eye ointments work in different ways, so it is important that you understand **why you are using them, how to use them and when to use them.**

It is essential to use your eye drops or ointments as regularly as your clinician has instructed to help treat your condition as effectively as possible.

Some eye drops may sting or irritate for a short while after putting them in. If you have been prescribed drops to enlarge your pupil these will make your vision, both near and distance temporarily blurred. Your eyes might also be sensitive to light. These symptoms will last until a day or two after you stop these drops. If you have been prescribed ointment, please remember that this will blur your vision for up to 5 to 10 minutes after application. Please let a clinician know if these symptoms become worse or if you experience any other side effects.

Preparation:

1. Please wash your hands thoroughly before using eye drops to reduce the risk of infection.
2. Check the expiry date on your eye drop bottle.
3. Shake the bottle if instructed to do so.
4. Unscrew the cap of the bottle & place it on a clean tissue.
5. Sit where you are able to tilt your head backwards or lie flat. Alternatively, you can stand in front of a mirror.

There are many ways to instil your eye drops. We have described two techniques below but the overall aim is to ensure that you position your eye drop bottle accurately over your eye, at a safe distance and angle. This will ensure the whole drop falls into the eye. This also helps ensure you don't damage the surface of your eye, or contaminate the nozzle through contact with your eye or surrounding skin.

Technique 1:

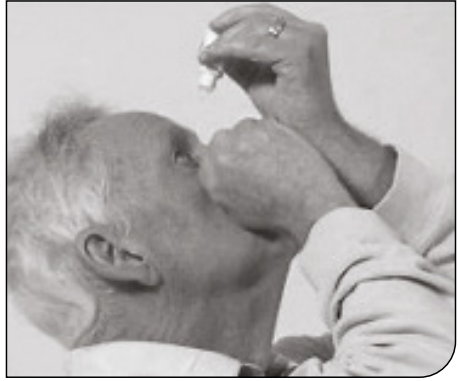
1. Gently pull down your lower eye lid to form a pocket.
2. Squeeze one drop into the pocket formed between your lower lid and eyeball making sure that the bottle doesn't touch your eye.
3. Close your eye for about 30 seconds & gently dab your eye dry with a clean tissue.
4. Replace the cap on to the bottle.



If you find this technique difficult to do please try:

Technique 2:

- 1.** Make a fist with one hand and use your knuckles to pull your lower eyelid downwards.
- 2.** Place your other hand with the eye drop bottle onto your knuckles.
- 3.** Look up and squeeze one drop into your lower eyelid, making sure the nozzle does not touch your eye, eyelashes or eyelid.
- 4.** Close your eye for about 30 seconds and with your eye still closed gently dab your eye dry with a clean tissue.
- 5.** Replace the cap on to the bottle.



Technique to instil eye drops into someone else: Follow preparation steps 1-5 on page 3.

- 1.** Gentle pull the lower eye lid downwards.
- 2.** Squeeze the bottle until a drop is seen to fall in the eye.
- 3.** Ask the patient to close their eye for about 30 seconds and with the eye still closed gently dab the eye dry with a clean tissue.



Technique for instilling eye ointment:

Follow preparation steps 1-5 on page 3 and using whichever technique suits you best:

1. Look up and squeeze about 1cm of the ointment along the inside of your lower eyelid, making sure the nozzle does not touch your eye, eyelashes or eyelid.
2. Close your eye for a moment then blink a few times to spread the ointment around the inside of the eye.

Technique to instil single dose drops

1. Please wash your hands thoroughly before using eye drops .
2. Check the expiry date on the eye drops which is written on either the eye drop vial or the box it is supplied in.
3. Remove cap from vial by twisting and pulling.
4. Sit where you are able to tilt your head backwards or lie flat, or stand in front of a mirror.
5. Instil eye drops using your preferred technique as above and by squeezing body of vial.
6. After use, replace cap by pushing on to the vial until a 'click' is heard.

PLEASE NOTE: Always start a new vial of single use drops each morning.



Compliance aids for eye drop instillation

If either technique is difficult for you to follow, there are several gadgets available called compliance aids, which can make it easier to put your own eye drops in.

The following eight images show the various gadgets available to assist with eye drop administration.

Auto drop®



Autosqueeze®



Opticare Arthro®



Opticare®



Alcon eyot® (bottles)



ComplEye®



Single dose aids
DropAid®



Eyot®



Compliance aids are available in the eye clinic. Alternatively they can be bought from most chemists or online:

Autodrop and Autosqueeze

www.owenmumford.com/en/medical-devices/eye-care/autodrop-autosqueeze

Opticare arthro

www.https://glaucoma.uk/product/opticare-arthro-10/

Opticare

www.opticare.uk

ComplEye

www.butterflies-eyecare.co.uk/products/compleye-ComplEye

DropAid and Eyot

www.glaucoma.uk/product-category/shop/

Top tips when using eye drops

- Never share your eye drops with anyone else.
- Store them as instructed, whether that is at room temperature (never near a radiator) or in the fridge.
- Use your drops only within the expiry date on the bottle. This is usually 28 days once the bottle is open, but can vary for different eye drop bottles, so always check to ensure they are safe to use. To keep a track of this it may be useful to write the date you open the bottle on the box.
- If you are prescribed drops/ointment for long term use (for more than two months), ensure you order further supplies from your GP before your bottle has finished. This will ensure that you do not run out of drops.
- Aim to use your eye drops at about the same time each day and spread out each application as evenly as you can throughout the day. If you miss your usual time, it is worth trying to catch up so you get the prescribed doses in within the 24 hour period.

- Only administer the number of drops advised by your clinician, which is usually just one drop. If you feel that you may have missed your eye when instilling a drop, you can safely try again immediately. If you think you may have put in too much eye drop, don't worry as this will simply run out of your eye and will not cause harm to your eye.
- If you are using more than one type of drop in the same eye, remember to leave a five minute gap between drops to allow the first drop to be absorbed. Otherwise, the second drop will wash the first drop out, causing it to be ineffective.
- If you are using an eye ointment at the same time as your eye drops, always use your eye drops first and leave a five minute gap before using the ointment.
- If you wear contact lenses, ask your clinician if you should remove them before using your drops.
- If you are having difficulty opening your drop container or bottle, or having difficulty squeezing a drop into your eye, call the department for advice: Speak to your local Pharmacist. You could also discuss this at your next clinic appointment if you have one.
- Aids to help with putting in drops or alternative drop containers/ bottles are available for purchase from the clinic.

Questions or concerns

If you have any questions about your eye drops, please speak to your local pharmacist.

Further information

If you would like an interpreter, please speak to the department where you are being seen.

Please also tell them if you would like this information in another format, such as:

- Easy Read
- large print
- braille
- audio
- electronic
- another language.

We have tried to make the information in this leaflet meet your needs. If it does not meet your individual needs or situation, please speak to your healthcare team. They are happy to help.

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Oxford University Hospitals NHS Foundation Trust
www.ouh.nhs.uk/information



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