

A Step-By-Step Guide On How To Instil Eye Drops

Medication Information Leaflet

Instilling Eye Drops for Patient

- 1 Wash your hands thoroughly with soap and water. Dry your hands before instilling the eye drops.


- 2 Shake or roll the bottle gently to mix the contents well. Remove the cap from the bottle and place it on a clean piece of tissue paper. Hold the bottle as if you are holding a pen.


- 3 Ask the patient to sit down. Stand by the side of the patient. Ask him to tilt his head backwards and look up.


- 4 If the patient feels uncomfortable or has problem tilting his head, you can ask him to lie down.


- 5 Hold the bottle at an angle above the patient's eye. Ensure that the tip of the bottle does not touch his eye, eyelid or eyelashes to avoid contamination.


- 6 Using the index finger of your free hand, gently pull down the patient's lower eyelid.


- 7 Squeeze the bottle to instil one drop into the inner surface of the patient's lower eyelid.


- 8 Ask the patient to close his eyes gently and wipe away excess eye drops from his cheeks with a clean piece of tissue paper. Remind him not to squeeze his eye.


- 9 Perform punctal occlusion. Close the eyes and press down gently on the inner corner of the eye for 1 to 2 minutes. This allows the medicine to be absorbed and prevent it from being drained into the back of the throat.

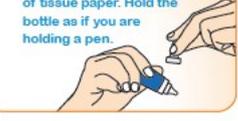

- 10 Recap the eye drop bottle and store it in a cool area or as instructed on the label. You may experience a bitter taste at the back of the throat if punctal occlusion is not performed. This is normal when medicated eye drops are used.



Instilling Eye Drops for Yourself

- 1 Wash your hands thoroughly with soap and water. Dry your hands before instilling the eye drops.

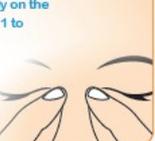

- 2 Shake or roll the bottle gently to mix the contents well. Remove the cap from the bottle and place it on a clean piece of tissue paper. Hold the bottle as if you are holding a pen.


- 3 Tilt your head slightly backwards and look up. You can choose to either sit or lie down. Using the index finger of your free hand, gently pull down your lower eyelid to form a pocket.


- 4 Squeeze the bottle to instil one drop into the pocket. Ensure that the tip of the bottle does not touch your eye, eyelid or eyelashes to avoid contamination.


- 5 Close your eyes gently and wipe away excess eye drops from your cheeks with a clean piece of tissue paper. Do not squeeze your eye.


- 6 Perform punctal occlusion. Close the eyes and press down gently on the inner corner of the eye for 1 to 2 minutes. This allows the medicine to be absorbed and prevent it from being drained into the back of the throat.


- 7 Recap the eye drop bottle and store it in a cool area or as instructed on the label. You may experience a bitter taste at the back of the throat if punctal occlusion is not performed. This is normal when medicated eye drops are used.



Important Information

- Before using the eye drops, read the label on the bottle carefully.
- Record the date opened on the eye drop bottle. Throw it away immediately once contaminated or after reaching its in-use shelf life as recommended by the manufacturer.
- If you need to apply eye drops and ointment together, you should apply the eye drops first before applying the ointment. Wait for 5 minutes before applying another eye drop or ointment.
- Some eye drops or ointments may cause temporary blurring of vision.
 - If you experience blurred vision, you should avoid driving or doing things in places with poor lighting.

For Contact Lens Wearers

- Remove your contact lens before each application of medication.
- If you are using hard lens, you can put them on directly after applying the eye drops.
- If you are using soft lens, you can put them on 30 minutes after applying the eye drops. Otherwise, your lens may be damaged by the preservatives present in the eye drops.
- If you need to apply eye drops twice a day, it is recommended that you apply them once in the morning before you put on your lens, and at the end of the day after you remove your lens.

Disclaimers

If you take more than the recommended dose, please seek medical advice immediately. The information provided on this page does not replace information from your healthcare professional. Please consult your healthcare professional for more information.

This article is jointly developed by members of the National Medication Information workgroup. The workgroup consists of cluster partners (National Healthcare Group, National University Health System and SingHealth), community pharmacies (Guardian, Unity and Watsons) and Pharmaceutical Society of Singapore.

Last updated on March 2020