

Aromatherapy Administration and Documentation Guidelines – Example



Hospital XYZ Administration and Documentation Guidelines

- I. With patient input, select essential oil or blend and delivery method.
- II. Avoid use of specific scents with patients who have known allergies or an aversion to those particular aromas.
- III. Remove essential oil product from patient's room if any adverse effect occur or patient dislikes aroma.
- IV. Prepare all essential oils in the room where they are stored. Do not transport essential oil bottles to patient rooms.

Direct Inhalation of Essential Oils

Apply 1–2 drops of chosen essential oil to cotton ball or band-aid pad, then use one of the following methods for delivery:

- Tape cotton ball or rolled band-aid to patient's gown at chest level; remove or replace every 8 hours for continuous use or use intermittently as patient desires. Tape to backside of gown for confused patients at risk of picking at cotton ball.
- Place cotton ball in resealable plastic bag; label with name of essential oil. Instruct patient to open bag and breathe in slowly for several minutes at a time. May use as often as desired. Replace cotton ball every 24 hours.
- Place cotton ball in a med cup at the bedside or insert in patient's pillowcase. This option works well for patients who are unable to independently participate in aromatherapy. Replace cotton ball every 8 hours for continuous use or use intermittently per nursing assessment.
- Pre-made aromastick: unscrew the top and instruct patient to hold the aromastick 3–4 inches from nose and to breathe in slowly for several minutes at a time. May repeat as desired. Close cap tightly after each use.

Topical Use of Essential Oils

Transfer 10–15 ml of chosen pre-diluted massage essential oil to med cup to transport into patient's room. Apply essential oil massage oil topically to patient in one of the following methods. May reapply as often as patient desires.

- Apply to affective areas of discomfort (i.e. sore muscles, backache).
- Apply to temples for headache.
- Apply to hands/feet using light massage.



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Post-Surgical or Post-Delivery Voiding

Apply 2–3 drops of peppermint to cotton ball. Place cotton-ball in urine receptacle or toilet prior to patient attempt to void.

Pre-made aromastick: unscrew top and instruct patient to hold the aromastick 3–4 inches from nose and to breathe in slowly for several minutes at a time. May repeat as desired. Close the cap tightly after each use.

Documentation Guidelines

Staff administering essential oil/aromatherapy interventions will document in the Electronic Medical Record. Documentation will include:

- Patient's symptom(s) indicating use of essential oils.
- Essential oil or blend used.
- Delivery method.
- Patient's response 30–60 minutes after start of treatment.



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