

SKILLS ASSESSMENT FORM – CUFFED TUBE

Demonstrate the following:	Performed with Supervision	Performed Procedure Safely
<p>Humidification Delivering Humidification via AIRVO/AIRVO2 Humidifier Before placing humidification:</p> <ul style="list-style-type: none"> ▪ Wash hands ▪ Clean gloves on both hands ▪ Prepare the humidification unit; place distilled water in the humidification base chamber to the appropriate level ▪ Ensure the heated breathing tube is attached to the Airvo unit and the direct connector is attached to the breathing tube ▪ Plug the Airvo in, then turn it on and wait for the 'Ready to use' signal <p>Tell the client what you are going to do Place the tracheostomy direct connector on the end of the tracheostomy tube When the client wakes up in the morning:</p> <ul style="list-style-type: none"> ▪ The direct connector is detached from the client ▪ The blower and the heater base are turned off and the 99 min drying cycle is activated ▪ The direct connector is disconnected, washed and hung to dry <p>The carer can troubleshoot/discuss the following:</p> <ul style="list-style-type: none"> ▪ Distilled water is not available ▪ The equipment is not working ▪ The humidification base chamber is empty <p>Heat Moisture Exchange (HME) Before placing/removing HME:</p> <ul style="list-style-type: none"> ▪ Wash hands ▪ Don PPI (carers only) ▪ Ensure the HME is in good condition <p>Tell the client what you are going to do Place the HME directly on the hub of the tracheostomy tube <i>Troubleshoot/discuss the following:</i></p> <ul style="list-style-type: none"> ▪ Paper HME becomes wet ▪ Paper HME filter falls out of plastic casing ▪ Copious secretions collect inside HME ▪ How to clean the foam HME <p>Nebuliser Before placing the nebuliser:</p> <ul style="list-style-type: none"> ▪ Wash hands ▪ Clean gloves on both hands ▪ Prepare the nebuliser unit, the clear tubing is attached to the nebuliser unit, then the nebuliser kit is attached to the other end of the clear tubing ▪ Fill the nebuliser kit with normal saline with the appropriate amount ▪ Connect the tracheostomy mask to the nebuliser kit <p>Tell the client what you are going to do Place the mask over the client's tracheostomy tube Turn on the nebuliser unit</p>		

<p>After the completion of the nebuliser:</p> <ul style="list-style-type: none"> ▪ The nebuliser unit is turned off ▪ The mask is detached from the client, washed, hung to dry <p>The carer can troubleshoot/discuss the following:</p> <ul style="list-style-type: none"> ▪ The required times of delivering the Normal Saline nebuliser ▪ When to cease nebulisation ▪ The equipment is not working 		
<p>Tracheostomy Tube with Inner Cannula</p> <p>Before placing the inner cannula:</p> <ul style="list-style-type: none"> ▪ Wash hands ▪ Clean gloves on both hands <p>Tell the client what you are going to do</p> <p>Insert and remove the inner cannula appropriately</p> <p>After the insertion of the inner cannula:</p> <ul style="list-style-type: none"> ▪ The inner cannula is cleaned, dried and placed in the airtight container ▪ The cleaning brush is used appropriately <p>The carer can troubleshoot/discuss the following:</p> <ul style="list-style-type: none"> ▪ When to place the inner cannula ▪ When to remove the inner cannula ▪ When to discard the cleaning brush <p>What to do if the inner cannula is broken</p>		
<p>Cuff Deflation/Inflation with Suction Aid Tracheostomy Tube</p> <p>Before proceeding:</p> <ul style="list-style-type: none"> • Wash hands • Clean gloves on both hands <p>Cuff deflation:</p> <p>Tell the client what you are going to do</p> <ul style="list-style-type: none"> • Using a 10mL syringe remove the secretions from above the cuff via the suction aid line • Using a clean 10mL syringe, slowly deflate the cuff via the blue pilot line <p>Cuff inflation</p> <p>Tell the client what you are going to do</p> <ul style="list-style-type: none"> • Using a 10mL syringe, insert 6mls of air into the pilot line • Check pressure using a manometer • Add or remove additional air in 1ml increments to achieve adequate seal • Note <ul style="list-style-type: none"> ○ pressure must be between (20-30cmH2O) ○ each time the manometer is placed on the pilot line, a small amount of air will escape <p>The carer can troubleshoot/discuss the following:</p> <ul style="list-style-type: none"> • How to unblock the suction aid line • What to do if the suction aid line is blocked • When the cuff should be deflated/inflated • What is the risk of an under or over-inflated cuff 		
<p>Suctioning</p> <p>Before proceeding:</p> <ul style="list-style-type: none"> ▪ Wash hands ▪ Clean gloves on both hands (double gloved in the dominant hand) <p>Tell the client what you are going to do</p> <ul style="list-style-type: none"> ▪ Prepare the suction unit, check the pressure gauge and the suction unit is working ▪ Attach the catheter to the suction tubing without removing catheter from the packaging ▪ Turn on the suction unit ▪ Remove catheter from packaging and avoid contact with other objects ▪ Remove HME from the tracheostomy tube <p>Commence suctioning</p>		

<p>After suctioning the client:</p> <ul style="list-style-type: none"> ▪ The suction catheter and gloves are placed in the rubbish bag ▪ The suction tubing and jar are cleaned <p>The carer can troubleshoot/discuss the following:</p> <ul style="list-style-type: none"> ▪ When to suction the client ▪ What to do if the equipment is broken ▪ What happens to the client when if over suctioned 		
<p>PMV</p> <p>Before proceeding:</p> <ul style="list-style-type: none"> • Wash hands • Clean gloves on both hands <p>In a cuffed tracheostomy tube:</p> <p>Tell the client what you are going to do</p> <ul style="list-style-type: none"> • Remove secretions from above the cuff (via suction aid line if present) • Deflate the cuff • Suction the client via the tracheostomy tube • Place the PMV using quarter clockwise turn • Monitor closely for signs of distress <p>The carer can trouble shoot/ discuss the following:</p> <ul style="list-style-type: none"> • Rationale for deflating cuff prior to PMV use • When to avoid PMV use • Warning signs of distress/intolerance • Cleaning instructions 		
<p>Stoma Care</p> <p>Before proceeding:</p> <ul style="list-style-type: none"> ▪ Wash hands ▪ Clean gloves on both <p>Tell the client what you are going to do</p> <ul style="list-style-type: none"> ▪ Prepare the required consumables ▪ Remove old dressing and dispose in the rubbish bag <p>Clean the stoma site</p> <p>Placing the tracheostomy tapes:</p> <ul style="list-style-type: none"> ▪ While one carer holds the tracheostomy tube, the other carer removes the tracheostomy tape ▪ Replace the tape and ensure it is firmly keeping the tracheostomy tube in place ▪ Place a dressing around the tracheostomy tube <p>After the procedure:</p> <ul style="list-style-type: none"> ▪ Clean the area and discard all rubbish <p>The carer can troubleshoot/discuss the following:</p> <ul style="list-style-type: none"> ▪ When to do the stoma care ▪ When to replace the dressing ▪ What to do if there is skin breakdown, redness or inflammation around the stoma site 		
<p>Emergency Care</p> <p>Demonstrates what to do:</p> <ul style="list-style-type: none"> • When the tracheostomy is blocked • When the patient is having trouble breathing • When the patient's tracheostomy tube has fallen out 		

Carer's Name and Signature _____

Assessor's Name and Signature: _____

Date Carer Passed Training: _____

If not passed, date for re assessment made: _____

Comments: _____