

ACH Family Tracheostomy & Ventilator Education Program Knowledge & Skills Resource List

Module 1: Introduction
Family can describe what resources will be in place to help with learning how to care for their child with a trach
Module 2: Respiratory Anatomy
Family can describe basic anatomy and why their child has a trach
Module 3: Infection Prevention
Family can describe and demonstrate effective infection prevention techniques
Family can describe how to clean and disinfect their equipment at home
Module 4: Assessment
Family can describe how to assess their child
Family can demonstrate basic respiratory assessment of their child and describe signs of respiratory distress and what to look for with their child
Module 5: Trach Care and Suctioning
Family can describe their child's need for a trach tube and what type of tube they have
Family can demonstrate tracheostomy care – stoma care, skin care, dressing changes, tie changes, checking tie tightness
<ul style="list-style-type: none"> • Perform hand hygiene • Prepare equipment • Prepare and position child • Inspect skin around stoma, under ties, behind neck and under flange • Clean stoma site with wet cotton applicators, cleaning and rolling from the center outward • Dry all areas with dry cotton tipped applicators • Apply dressing • Discard dirty supplies • Wash hands and clean equipment • Tie changes – requires 2 people - <ul style="list-style-type: none"> ○ One person manages the tube ○ One person manages the tie change ○ First person secures the tracheostomy tube – Do not let go until second person says it's safe to do so. ○ Second person removes old ties, examines skin/neck condition, and washes/dries neck ○ Second person threads one end of the Velcro tie through the slit on the flange, brings the tie around the back of the neck, threads other end of tie through slit on the other flange and fastens Velcro at the back of the neck ○ Second person Inserts entire little finger between the neck and tie to check tie tightness and adjusts as needs to ensure adequate tightness ○ First person can let go of the tube as the tube is secure at this point ○ Indicate a re-check of tie tightness in approximately 10 to 15 minutes, post procedure – adjust accordingly • Family can describe what to look for when doing trach care • Trach changes: <ul style="list-style-type: none"> ○ Prepare equipment including new tracheostomy tube (inspect new tube, insert obturator, attach tie to one side of tube flange (if not an emergency), lubricate the tube, and place tube back in box) ○ Prepare and position child ○ If a second adult available – have them hold the tube to be replaced securely and cut or remove tracheostomy tie on one side ○ Remove old tube with an outward and slightly downward motion ○ Pick up new tube and insert into the stoma with a downward curving motion ○ Immediately remove the obturator while holding tube securely ○ Secure tie around neck ○ If unable to insert the same size tube – follow Emergency Algorithms ○ Assess child's respiratory status ○ Wash hands and clean and/or discard supplies

Family can describe how to suction

Family can demonstrate suctioning:

- Perform hand hygiene
- Prepare equipment
- Prepare and position child
- Check suction catheter depth with suction guide
- Lubricate suction catheter
- Insert catheter to measured depth, occlude suction control port and withdraw the catheter while rolling the catheter between the thumb and forefinger
- Note secretion quantity, color, odor and consistency
- Rinse catheter
- Allow child to take a few breaths before repeating suction procedure and repeat if required
- Suction oral and nasal secretions after tracheal suctioning only
- Replace oxygen, humidification, and/or ventilation device once procedure is complete
- Assess child response to procedure
- Clean, discard, and prepare equipment for next procedure
- If ventilated: measure depth with connector, silence alarms, disconnect to suction, ventilate with bagging unit if indicated, replace between suction attempts and when complete, confirm ventilator is functioning as before, reset alarms
- If instilling, measure correct amount of instill, administer amount, and suction immediately post instill

Module 7: Equipment

Family can describe and demonstrate safe use of the respiratory equipment and supplies used in their child's care

- Routine tracheostomy care supplies
- Suction equipment and supplies
- Humidification equipment and supplies
- Oxygen equipment and supplies
- Communication supplies
- Transport devices
- Emergency equipment

Modules 8: Emergencies

Family can describe the types of emergencies that can occur with child's trach

Family can describe indications for use of emergency supplies

Family can describe and demonstrate how to deal with trach emergencies in the home like airway emergencies and CPR

Family can demonstrate following the ER algorithms in the case of an emergency with child's trach

Family can describe how to get help if required - clinic contacts, vendor contacts, 911

Module 9: Ventilator Support

Family can describe how the ventilator supports their child's breathing

Family can describe the ventilator settings, alarms, circuit, and the humidity set up of their child's ventilator

Family can describe how to respond to ventilator alarms and how to safety check the ventilator

Family can demonstrate how to use the ventilator as per ROP – 2 ventilators, settings, etc.

Family can demonstrate basic troubleshooting of the ventilator and circuit

Family can describe how to obtain help with the ventilator – ROP contacts, CAC contacts, 911