



PERFORMING TRACH CARE



SUPPLIES



Cotton-tipped applicators



Sterile saline



Tracheostomy ties



Gauze sponges



Disposable inner cannula



4x4 split gauze

Pre-Procedure

- Explain procedure to patient.
- Head of bed at 30–45°.
- Assess baseline respiratory status.
- Find a colleague to assist.

Procedure

1. Moisten 4x4 gauze with saline.
2. Perform hand hygiene and apply non-sterile gloves.
3. Stabilize trach faceplate and carefully unlock inner cannula and remove. Cleanse with saline and soft brush and dry thoroughly or replace with new disposable cannula per policy.
4. Insert clean or new inner cannula and lock into place.
5. Remove old split gauze from around trach. Be careful not to dislodge trach!
6. Hand hygiene/change non-sterile gloves.
7. Assess stoma site for signs of inflammation/infection.
8. Clean around stoma site with moistened saline gauze or sterile tipped cotton applicators. Discard after each wipe. Do not get any gauze fibers in the stoma site!
9. Dry skin around trach site thoroughly with dry sterile 4x4 gauze.
10. Place new split 4x4 gauze under trach.
11. Have a colleague hold trach in place while removing trach ties.
12. Put new ties on, tightening so a maximum of 1–2 fingers can fit under ties.

EMERGENCY SUPPLIES



Resuscitation bag



Oxygen source



Sterile trach replacement tube



Tracheal suction equipment

