



## Tracheostomy care: Methods of care SUMMARY

### Tracheostoma skin care, changing the tracheostomy dressing, changing the inner cannula of a tracheostomy (if present)

1. Anticipate
2. Prepare
3. Proceed
4. Prepare material required
5. Position your child
6. Suction tracheobronchial secretions, if needed
7. Untie or loosen the tracheostomy ties, if needed
8. Remove the dressing, if in place
9. Examine the skin around the tracheostomy and under the tracheal cannula flanges
10. Clean the skin around the tracheostomy
11. Dry the skin around the tracheostomy
12. Place a dressing around the tracheostomy, if required
13. Adjust the tension of the tracheostomy ties
14. Replace the inner cannula (if tracheal cannula with 2 parts)
15. Clean and store the re-usable inner cannula
16. Recover

### Changing the tracheostomy ties

1. Anticipate
2. Prepare
3. Proceed
4. Prepare the material
5. Position your child
6. Suction tracheobronchial secretions, if needed
7. Secure the cannula in place
8. Detach one side of the Velcro® band (if this is the type of tie in place)
9. Examine the skin on the neck
10. Clean and dry the skin on the neck
11. Insert a new Velcro® band
12. Adjust the tension of the new Velcro® band
13. Clean and store the soiled Velcro® band
14. Examine the skin of the neck under the soiled ribbons (if in place)
15. Clean and dry the skin of the neck
16. Double ribbon technique: insert the new ribbons
17. Double ribbon technique: attach the new ribbons together
18. Single ribbon technique: insert the new ribbon
19. Single ribbon technique: attach the new clean ribbon
20. Adjust the tension of the new ribbon
21. Remove the soiled ribbon
22. Recover

### **Changing of a simple tracheal cannula**

1. Anticipate
2. Prepare
3. Proceed
4. Inspect the new cannula
5. Prepare the new cannula if so desired
6. Position your child
7. Suction tracheobronchial secretions if needed
8. Secure the tracheal cannula in place
9. Remove the old tracheostomy ties
10. Lubricate the new cannula, if not already done
11. Remove the old cannula
12. Start the insertion of the new cannula
13. Continue the insertion of the new cannula
14. Finish the insertion of the new cannula
15. Secure the cannula with tracheostomy ties
16. Verify the positioning of the new cannula
17. Adjust the tension of the tracheostomy ties
18. Clean the reusable cannula or discard the disposable cannula
19. Recover

### **Administration of medication via tracheostomy: by a small volume nebulizer**

1. Anticipate
2. Prepare
3. Proceed
4. Prepare the medication
5. Add the medication to the nebulizer
6. Prepare the delivery system
7. Position your child
8. Suction tracheobronchial secretions, if needed
9. Turn the compressor on
10. Place the tracheal collar
11. Administer the medication
12. Suction tracheobronchial secretions, if needed
13. Clean and store the equipment
14. Recover

### **Administration of medication via tracheostomy: by meter dose inhaler with a spacer**

1. Anticipate
2. Prepare
3. Proceed
4. Prepare the medication
5. Position your child
6. Prepare the medication delivery system
7. Connect the spacer to the tracheal cannula connector
8. Administer the medication
9. Optimize entry of medication to the lungs
10. Repeat according to the prescribed dosage
11. Remove and store the equipment
12. Recover