



ieMR Advanced

Tracheostomy documentation

Care Delivery

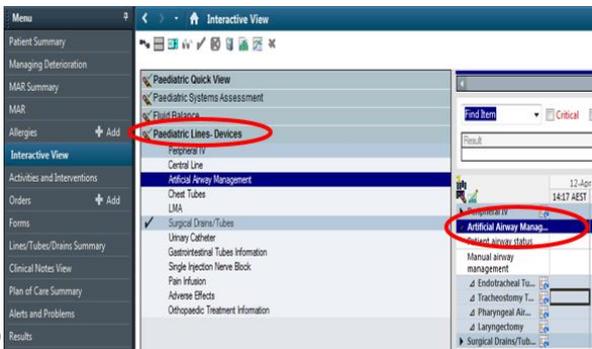
Quick reference guide

Alert: The tracheostomy tube must be changed in the Emergency Department prior to the child being admitted to a ward in LCCH. Similarly, the tube must be changed in the ward on presentation for an elective admission (can be changed by parent or health professional competent in tracheostomy tube change).

Admission Documentation

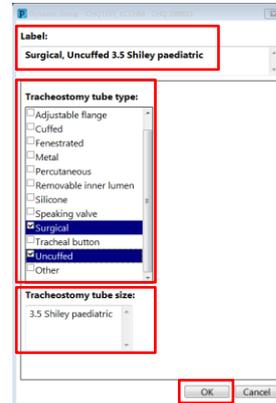
To setup the documentation for a tracheostomy on admission, from Interactive View:

1. Open *Paediatric Lines and Devices*
2. Click *Artificial Airway Management*

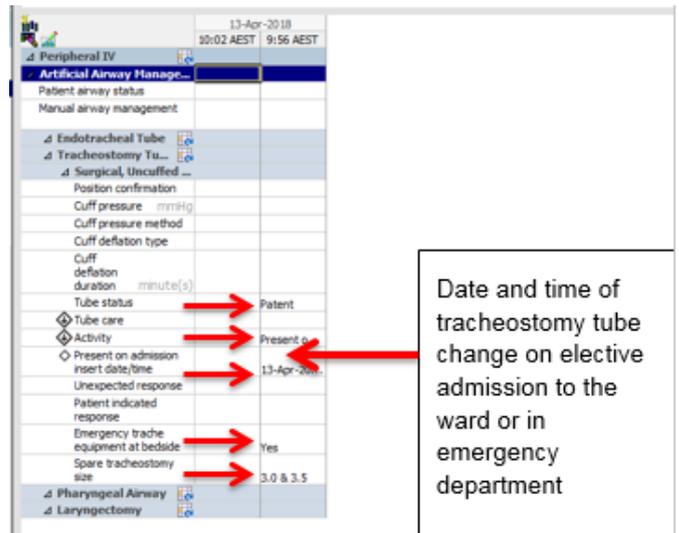


3. Add a dynamic group for *Tracheostomy Tube*
4. Create the label for the dynamic group
 - a. Enter the details of the tube. You may select multiple options. As all paediatric tracheostomies are inserted using a surgical technique, select surgical. If there is no option to record a characteristic of the tube select 'other' and enter the details in the window.

- b. Enter the *tube size* and *type of tube* (Tube brand, size and Paediatric or Neonatal).
- c. Select OK



5. Complete documentation requirements as per image below:



Note: Spare tracheostomy equipment at bedside and Spare tracheostomy size should be completed at handover. As per hospital standard sizes should be same as the one insitu and one size smaller.



Documenting Tracheostomy Details

Document the following tracheostomy details once only, on admission:

1. Navigate to *Interactive View > Paediatric Systems Assessment > Respiratory* band
2. In the *Airway* cell, select *Tracheostomy*
3. Right click on the airway cell and select *Flag with Comment*
4. Enter the Brand, Type and size of the Tracheostomy tube.

Respiratory	
Airway	Tracheostomy
Colour	

This information will display on the *Patient Summary* page under *Flagged Comments* and can be used for handover.

Document Suctioning Requirements (catheter size and depth of suction)

Document the following suction requirements once only, on admission:

1. Navigate to *Interactive View > Paediatric Systems Assessment > Respiratory* band
2. Enter the *Suction Route*
3. Right click on the suction route and select *Flag with Comment*
4. Enter suction catheter size and suction depth in the comment field.

This information will display on the *Patient Summary* page under *Flagged Comments* and can be used for handover.

Sputum amount	
Suction route	Tracheostomy

Flagged Events (7)	
Last 30 days for the selected visit	
Event/Comment	Tracheostomy
Suction route	Suction catheter size 8 Suction depth 6cm
Respiratory airway	Shiley Paed 3.5

Note: Flagged comments need to be managed. There is a finite number that can be displayed at any one time. Review Flagged Comments each shift and remove any that are no longer relevant or any that are dual entries.

Tracheostomy Care Personal PowerPlan

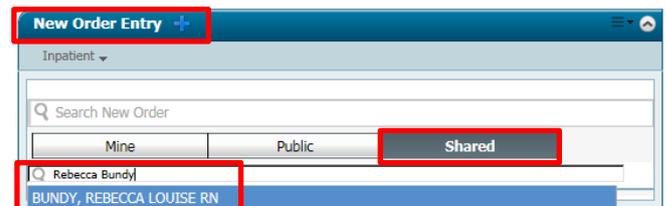
A care planning set of orders for tracheostomy cares has been created and is available for staff via the sharing functionality.

To save the plan as your favourite and allow for future use, complete the following steps:

1. Select Patient Summary from the Menu



2. Select the *Discharge* tab
3. Select the *New Order Entry* widget
4. Select *Shared*
5. Search for the user *Rebecca Bundy* and select *My Plan Favourites*



1. Select **Order** next to the [Tracheostomy Paediatric Patient \(V1, April 2018, CNC ENT\)](#) PowerPlan – a green *orders for signature* box will populate in the top right hand corner
2. Select the and select Modify
3. Select *Save as my Favourite* and *OK*



