

# Percutaneous Tracheostomy Insertion LocSSIP

(Version 2.0 Nov 2021)

## Timeout: Pre -procedure checks

### Team: Name and roles:

- Operator
- Airway/ Bronchoscope
- Airway Assistant
- Runner

### Patient:

- Consent: informed or best interest, family aware documented
- Procedure explained to patient.
- *Insulin stopped? Glucose measured?*

### This is an AGP:

Please ensure you all wear full PPE throughout.

### Equipment:

- Monitoring + Co2
- Tracheostomy kit (+ 2nd set)
- Lidocaine and adrenaline
- Sandbag
- Airway box
- Bronchoscope
- Emergency drugs & equipment

### Contraindications:

- Clotting and platelets
- Airway anatomy
- Level of ventilatory support
- Full stomach (aspirate NG)

### Site Location:

Ultrasound examination of the Neck completed?

## Time out : Just before the procedure, ensure that:

Team: • Availability of team throughout the procedure.

- Patient Monitor patient throughout procedure for acute deterioration, ensuring adequate oxygenation and anaesthesia throughout

### Anaesthesia and patient assessment

- Pre -oxygenation
- Mandatory ventilation mode,
- Capnography
- Sedation and neuromuscular blockade,

### Prep: Patient positioning

- LA/adrenaline to the neck
- Verbalise plan for procedure and team roles,
- Anticipated problems verbalised to the team
- Back-up plan and emergency equipment available

## Safety Precautions throughout the procedure:

**Patient**  
Monitor patient throughout procedure for acute deterioration, ensuring adequate oxygenation and anaesthesia throughout

### **Equipment**

Utilise bronchoscope throughout to: Confirm entry site and Identify excessive bleeding or trauma

## Post Procedure

### Equipment

Utilise capnography insertion to ensure correct placement  
Inner tube in place and spare available  
Sharps disposed of?  
Bronchoscope cleaned?

### Patient

Check observations  
Patient repositioned  
What is the sedation plan?  
What is ventilation plan?  
Feed and insulin plan

### Documentation

- Does CXR need ordering?
- Who will document insertion on EPR?
- Is the blue traceability sticker attached to the observation chart?