



## Tracheostomy (Airway Management)



## How to record Tracheostomy Care

Open up **iView** and go to **Lines & Devices** then click on **Airway Management**.



To record a patient's tracheostomy for the first time. Click on the small grid (repeatable group symbol).



In the box that appears, document the type, size, length and date of insertion and click OK.

Answer the questions as they appear in the iView.

****
⊿ Airway Management
⊿ Tracheostomy
⊿ <shiley 03="" 04="" 2019="" 8="" cuffed="" fenestrated="" non="" regular=""></shiley>
Activity
Tracheostomy Site
Tube Secured With
Stay Suture Present
Cuff Inflated
Speaking Valve
Tube Capped
Safety Checks
Inner Cannula
Inner Cannula Patent
Inner Cannula Changed
Occlusion %
Humidification
Self Expectorating
Sputum Colour
Sputum Viscosity
Sputum Suctioned
Amount Suctioned
Sputum Sample Sent
Nursing Action
A Loningactomy Stomo Accordment

Once you have documented all the questions. Click on the green tick to save your answers.

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**NOTE:** The tracheostomy will appear in SBAR and Patient Summary once you refresh your page.

Lines, Tubes, and Drains (1)		=- 🗠
Selected visit		
	Last Documented	
⊿ Lines (0)		
⊿ Tubes/Drains (1)		
Tracheostomy Type (Shiley Cuffed Non Fenestrated 8 Regular 03/04/2019)	03/04/19 16:41	

<u>Occlusions %:</u> if you record 25% – 75% or >75% as a response, a task will go to care compass to check the tracheostomy within 1 hour.

If the patient has been downsized or removed, inactivate the tracheostomy so that it no longer appears in SBAR or Patient Summary.

Right click on the title of the tracheostomy and select Inactivate.

n	Expand	
e	Collapse	
tr	Close	
n	Remove	
	View Result Details	
_	Activate	
	Inactivate	
ite Narryss	Unrecord <sup>は</sup>	

The section of iView for the Tracheostomy is now greyed out.

