



Bwrdd Iechyd Prifysgol  
Caerdydd a'r Fro  
Cardiff and Vale  
University Health Board



## ICU LocSSIP: Perc Tracheostomy

Minimum 4 person Team

TIME & DATE:

Include:

Operator, Airway / Bronch, ETT holder,

Monitor, Drugs, 1<sup>st</sup> Assistant, 2<sup>nd</sup> Assistant / Runner, +/- Supervisor

NAME & GRADE & ROLE (S)

1.

2.

3.

4.

5.

6.

Patient ID sticker

### TEAM CHECKS BEFORE

- Have all members of the team introduced themselves & roles assigned? ..... Yes
- Patient identity checked as correct? ..... Yes
- Appropriate consent completed? .....Consent 1  ..... Consent 4
- Have cautions/ relative contraindications to performing the procedure been checked?  
(High FiO<sub>2</sub>, PEEP, anatomical, vascular, coagulopathy, spinal fracture) ..... Yes
- Has ultrasound noted any prominent local vessels?..... Not performed  ..... Minor vessels ..... No vessels
- Has a trial of extubation been previously tried?.....Yes, Failed  ..... No, risk>>benefit
- Medicines checked (anticoagulants), & any known drug allergies? ..... Yes
- Is appropriate monitoring available? (including EtCO<sub>2</sub>) ..... Yes
- Is suitable tracheostomy (size and type) and equipment available? (difficult airway trolley/bronchoscope/correct size tube)
- Has NG feed been stopped ≥ 4 hrs and the NGT aspirated? ..... Yes
- Has any subglottic port been aspirated? ..... Yes
- Ventilator settings reviewed pre-procedure? ..... Yes
- Are there any concerns about this procedure for the patient? .....Yes, discussed, see free text  ..... No

### ASSISTANT TO READ TIME OUT!

- Is patient on adequate ventilator settings and 100% FiO<sub>2</sub>? ..... Yes
- Is patient adequately sedated and paralysed ..... Yes
- Is patient position and ETT position optimal? ..... Yes
- Tracheostomy lubricated and cuff tested as intact? ..... Yes
- Operator: Hands washed with antiseptic soap, sterile gown and gloves ..... Yes
- Patient: Skin cleaned with 2 x 2% chlorhexidine sticks, large fenestrated drape ..... Yes
- Patient: Adequate infiltration with 1% lignocaine with 1:200,000 adrenaline ..... Yes

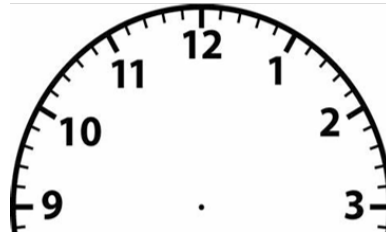
Put device stickers here

PERC TRACHY

## OPERATOR DURING PROCEDURE

**MANDATORY CHECK 1: Cannula visualised with bronchoscope entering airway** ..... Yes

Clock entry position (circle)?



Trauma to posterior wall? ..... Yes, see free text  ..... No

Which ring space? ..... Between 1 & 2  ..... Between 2&3

**MANDATORY CHECK 2: Guidewire seen safely passing into distal trachea?** ..... Yes

**MANDATORY CHECK 3: Except for tracheostomy, all foreign bodies removed from trachea (inc guidewire)** Yes

**MANDATORY CHECK 4: Bronchoscope passed into tracheostomy confirming tracheal placement** ..... Yes

**MANDATORY CHECK 5: Tip of tracheostomy lies** ..... cm above carina

1% lignocaine + 1:200,000 adrenalin infiltration	ml	Rocuronium	mg
Propofol Infusion:	ml/hr	Propofol (1%) boluses total:	ml
Alfentanil Infusion (500mcg/ml)	ml/hr	Alfentanil (500mcg/ml) boluses total:	ml
Other infusion:		Other boluses:	

## TEAM SIGN OUT

**MANDATORY CHECK 6: Position and ventilation crosschecked by adequate tidal volume and etCO<sub>2</sub> trace** ..

**MANDATORY CHECK 7: Tapes secured (tight enough to allow 2 fingers behind tapes)** ..... Yes

**MANDATORY CHECK 8: Cuff pressure verified (20-30cm H<sub>2</sub>O or 2cm above peak pressure)** ..... Yes

**MANDATORY CHECK 9: Responsibility for green tracheostomy sign assigned?** ..... Yes

Sedation plan communicated with team (free text) ..... Yes

Ventilator setting plan communicated with team (free text) ..... Yes

Is a CXR required? ..... Yes  ..... No

Free Text (complications, CXR result etc):

# PERC TRACHY

Signature / Print / GMC: