

Cache County School District
Oral Machine Suctioning Protocol

Only staff ANNUALLY trained by A CCSD Nurse can provide the following procedure
ALWAYS FOLLOW THE STUDENT'S INDIVIDUALIZED HEALTH CARE PLAN

PROTOCOL
A. Preparation: <ul style="list-style-type: none">* Reviews universal precautions* Identifies where procedure is done* Identifies possible problems and appropriate actions
B. Identifies supplies and gathers equipment: <p>Suction machine with tubing, catheter, tap water, gloves</p>
C. Procedure:
1. Assembles equipment
2. Position the student
3. Encourage student to cough to expel secretions if possible
4. Turns on suction machine and checks functions
5. Washes hands and puts on gloves
6. Removes catheter from storage being careful not to touch the last 5 inches of catheter
7. Holds catheter & attaches catheter to suction tubing
7. Keeps the other end of the catheter in the package & holds catheter 5 inches from the tip with dominant hand
8. Suctions mouth by advancing catheter into mouth without applying suction. DO NOT SUCTION DOWN THE THROAT
9. Applies suction by covering the vent hole with your thumb
10. Applies suction for a maximum of 10 seconds and withdraws catheter while twirling
12. Allows student to rest between suctioning 30 seconds to 1 minute
13. Repeats suctioning in above order (Steps 8-12) until mouth is clear
11. Rinses tubing with tap water
12. Removes gloves and washes hands
13. Reports any changes to family and school RN
14. Document procedure in the approved CCSD documentation system