



VRANCH HOUSE SCHOOL

SUCTION POLICY

Suction is a procedure that must be prescribed. Suction is used when the child requires assistance managing oral secretions and managing a clear airway.

An individual suction machine must be available for the child. Other treatments may also need to be performed pre and post suctioning. Secretion clearance is often carried out by a physiotherapist but can be performed by school nurses and trained carers/parents.

All individuals performing suctioning should receive training in:

- Respiratory assessment.
- Indications for suction.
- Technique.
- Side effects.
- Signs of deterioration.
- How to document.
- Basic life support.

Equipment Required

- Disposable gloves
- Unopened catheters and/or Yankeur
- Suction machine
- Tap water in a container
- Tissues / towel

Procedure - unless otherwise indicated on individual's health care plan

Preparation -

1. Ensure child is comfortably positioned and their face is accessible. Explain to the child what will happen.
2. Collect equipment required.
3. Wash hands.
4. Check suction machine is working and set at no greater than 20 / 100 - unless otherwise indicated on individual's health care plan.
5. Open catheter by peeling back the sides, attach it to the suction tubing. Ensure you only touch the Y shaped connector, not the tubing.
6. Tuck under your arm or position safely close by, e.g. side of wheelchair
7. Put on a pair of gloves
Your dominant hand will be your "clean" hand - this will be the only hand to touch the suction catheter. Your non-dominant hand will handle everything else.

8. Hold the tubing and catheter packaging in your non-dominant hand. With your "clean" hand pull out the suction catheter and slide along it to hold the tip.

Suctioning -

9. Support the child's head and encourage mouth opening with verbal prompting.
10. Place the catheter to back of mouth at the side, along the gumline. Place your thumb over the Y shaped connector to apply suction.
11. Draw the catheter out smoothly keeping the suction on.
12. Do not adjust the suction pressure or release your thumb.
13. Clear the deposits from tubing by suctioning water.

Disposal -

14. Dispose of the gloves in a yellow/orange clinical bin. Other packaging can be thrown in a black bin liner with other paper waste.
15. Wash your hands.

Before and after any respiratory treatments, especially suctioning, the child should be assessed, e.g. respiratory rate, palpation of secretions over the chest. This will ensure effective treatments and determine any benefit or detriment to the child. If repeated suctioning is required ensure the child is comfortable after each procedure and use a different catheter for each suction unless otherwise stated.

Documentation of when this procedure has been completed should be made in black pen.

Post Suctioning -

Ensure the machine is ready to be used again with a supply of catheters near by. Ensure the suction machine is fully charged.