

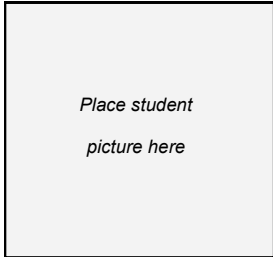
## Emergency Plan- Tracheostomy

School Name: \_\_\_\_\_ School Year: \_\_\_\_\_

Student name: \_\_\_\_\_

Provider's Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Medical condition: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



A tracheostomy is a surgical opening made in the front of the neck into the trachea, or windpipe. A short tube called a trach is placed into the opening called a stoma. The trach provides a stable airway and allows for secretions to be removed from the lungs. A child then breathes through the trach instead of through the nose and mouth.

Student complaints/ observations	Educator Actions	Nursing Action/Intervention
Difficulty breathing, respiratory distress, change in color	<ol style="list-style-type: none"> <li>1. Notify school nurse/health room.</li> <li>2. Follow directions from private duty nurse, if applicable.</li> <li>3. Maintain classroom and keep other students safe.</li> </ol>	<ol style="list-style-type: none"> <li>1. Reposition student.</li> <li>2. Suction tracheostomy. If unable to pass suction catheter or no air movement noted, replace trach. (If student does have inner cannula, remove and clean, checking for plug prior to trach change)</li> <li>3. Replace trach.</li> <li>4. If still no improvement, plug trach and give breaths via face/mouth with ambu bag. (The trach is not working properly so you are reverting to face/mouth)</li> <li>5. Call 911.</li> </ol>
Tracheostomy is removed	<ol style="list-style-type: none"> <li>1. Notify private duty nurse.</li> <li>2. Call school nurse/health room.</li> </ol>	<ol style="list-style-type: none"> <li>1. Replace trach using same size backup. If unable to replace, use downsize back up trach.</li> </ol>

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_