

STANDARD WORK: Tracheostomy Team	
Purpose: To facilitate multidisciplinary collaboration for trach patients to meet therapeutic goals	
Inputs: Speech Therapy, Respiratory Therapy, Pulmonology, TRACS, Lippincott, PMV	
Sequence of Content	
Sequence	Brief summary
1.	<p>Every patient admitted with a tracheostomy will be assessed by the trach team initially for determination of continuous rounding</p> <ul style="list-style-type: none"> Patients are identified via system list under respiratory therapy -- > trach care
2.	<p>Team Structure/Members:</p> <ul style="list-style-type: none"> Team Leader: Pulmonologist Respiratory Therapy Nursing (Critical Care and Adult Health Nurses) Speech and Language Pathology Care Management (as needed)
3.	<p>Frequency and content:</p> <p>One to two times per week, the trach team will round on each trach patient to review current needs and care plan including:</p> <ul style="list-style-type: none"> Reason for trach and placement date Current trach size Vent settings or oxygen needs Trach collar trials Cough/ secretion management Stoma site assessment Readiness/ tolerance for cuff deflation trials Readiness/ tolerance and recommendation for wear of PMV (i.e. With nursing, waking hours, etc.) Diet recommendations and clinical readiness for instrumental assessment of swallowing Downsizing/ capping trials/ decannulation Mobility Status Addressing existing order status and/or need for new orders Patient/family education needs Discharge planning needs <p>** Rounds to not exceed 30 minutes total. Time spent per patient dependent on complexity with goal to aim for 3-5 minutes per patient.</p>
4.	<p>Location:</p> <p>A4E Multipurpose room or Teams every Tuesday at 13:00</p>
5.	<p>Documentation:</p> <p>Designated representative to complete documentation in patient chart including summary and plan using smartphrase "TRACHTEAMROUNDS"</p>

6.	After patient rounds completed, trach team provider or designated representative to message first contact provider with recommendations suggested by team (if trach team provider different than first contact provider).
	Reference trach guideline standard work within order for trach care

Frequency of Use: With every tracheostomy patient
Output:
Process Owner: Jessica Stine, Speech Therapy and Jackie Williams, Respiratory Therapy
References:

Place Pictures Here