EMERGENCY REPLACEMENT OF TRACHEOSTOMY TUBE for a ventilator dependent patient

1. Try to stay calm.
2. Place patient in a flat lying down position, perform a head tilt, chin lift.
3. Remove new tracheostomy tube from box.

4. Make sure cuff is **DEFLATED**. **INSERT** Obturator into trach tube, without inner cannula.
5. **Guide trach tube into trach opening.** If unable to insert tube, place a rolled up towel under patient’s neck. Remove Obturator and insert inner cannula.

6. **Inflate the cuff as instructed**, bag the patient, than place patient back on ventilator.
7. Secure trach tube with trach tie.
8. If patient is unresponsive, call 911, and begin CPR protocol.
REPLACING A TRACHEOSTOMY TUBE
for non-ventilator patient

1. Try to stay calm. The patient can breath on his own, just needs a trach tube for a short time. Encourage the patient to stay calm.

2. Place patient in a flat lying down position, perform a head tilt, chin lift.

3. Remove new tracheostomy tube from box.

4. INSERT Obturator into trach tube, without inner cannula.

5. Guide trach tube into trach opening. If unable to insert tube, place a rolled up towel under patient’s neck.

6. Remove Obturator and insert inner cannula.

7. Bag patient and secure trach tube with trach tie.

8. Restart tracheal plugging, or place back on Hydro filter, or trach collar setup.

9. If patient becomes unresponsive, call 911, and begin CPR protocol.