



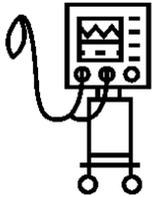
## Tracheostomy management policy

### About this document



A **tracheostomy tube** is a tube that you have in your throat.

This tube is put there to help you breathe.



This tube might also be connected to a machine that helps air go in and out of your body. This machine is called a **ventilator**.



This document will explain how we will help with your tracheostomy tube.



## How we will help with your tracheostomy tube



We want to make sure that your tracheostomy tube is as comfortable as possible.



It is very important that your tracheostomy tube works correctly.



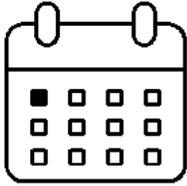
Our workers know how to safely look after people with tracheostomy tubes.



Some things about tracheostomies are complicated. For example, changing your tube or changing how your ventilator works.



Complicated things like this can only be done by a doctor. We will help you get help from a doctor if you need it.



Every day we will make sure that every part of your tracheostomy tube is:



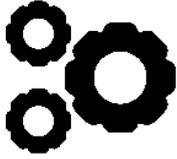
- in the right place



- clean



- working correctly.



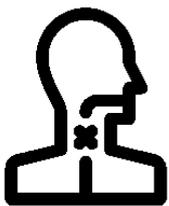
Our goal is to fix any problems with the tracheostomy tube to stop them getting worse.



We will always explain what we will do and ask your permission before touching your tracheostomy tube or doing anything to the tube.



We will help you if there is something wrong with your tube.



Some things you might experience if something is wrong with your tube are:



- difficulty breathing



- quick, shallow breathing



- feeling very thirsty



- vomiting



- stress



- coughing



- tiredness.



If we cannot solve the problem, we will take you to see your doctor.



If the problem is very bad and needs to be fixed urgently, we will call an ambulance (000).