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|  TRACHEOSTOMY CARE  | NO. 71 |
| CHANGING TRACH TIES**Equipment:**1. Scissors
2. Twill tape or commercial trach ties
3. Packaged sterile trach tube set-up for emergency use at bedside
4. Gloves

**Procedure:** 1. Seek assistance from another person. **Rationale:** It is safer to have someone hold the trach tube in place when changing ties. The patient isn’t as likely to cough the tube out.
2. Explain procedure to patient.
3. Wash your hands.
4. Gather equipment.
5. Place patient in semi- to high Fowlers position as condition warrants.
6. Cut trach ties length you desire, if not pre-cut.
7. Fold ends of the trach ties over 1 ½” and cut a slit in the piece starting at the folded edge.
8. If assistance is available, have the person hold the trach tube in place. Cut the old trach ties and remove and discard.
9. Pass the slit end of the ties through the flange loop of the trach tube about 2 to 3 inches. **Rationale:** Leave the old trach tie in place if you are changing the ties without assistance. This will prevent accidental dislodging of the trach tube.
10. Thread the other end of th tie all the way through the slit. Pull it firmly in place. **Rationale:** This action will anchor the tie around the flange loop.
11. Repeat steps 4 and 5 on other flange loop.
12. Bring ties around patient’s neck and tie in a square knot to one side of neck leaving one fingerbreadth under tie. **Rationale:** This is more comfortable for the patient and prevents pressure necrosis on the neck and jugular vein.
13. Cut off soiled trach ties if not already done, and discard in trash.
14. Position patient for comfort.
15. Wash your hands.

 **Addendum**: All licensed nurses (RN and LPN) who have had initial instruction on Trach Care and Emergency Trach Care, along with a successful return demonstration and attendance at yearly inservice on Trach Care under the supervision of a Licensed Respiratory Therapist may perform the procedure Changing Trach Ties as directed by the DON. |
| Approved: | Effective Date:  | Revision Date: 3/95; 3/06 | Change No.: | Page: 1 of 1 |