

Specification of Competency Standards
for the Elderly Care Service Industry
Unit of Competency

Functional Area - Clinical Care

Title	Perform Tracheostomy Care
Code	106043L3
Range	This Unit of Competency is applicable to employees in the elderly care services industry who provide clinical care to elderlies. This Competency involves the ability of analysis and making judgment. Practitioners are required to assess the conditions of tracheostomy stoma, and perform suitable nursing procedures in order to keep elderlies' airways clear, and to reduce risks of complications
Level	3
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge of tracheostomy care</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • Understand the indications of tracheostomy, related anatomy and physiology • Understand different types of tracheostomy tubes, including their accessories, design and functions • Understand methods to use different tracheostomy tubes, including: <ul style="list-style-type: none"> ○ removal and insertion of inner cannula ○ inflation and deflation of the balloon cuff ○ insertion of obturator • Understand method to clean used inner cannula • Understand method to perform tracheostomy suction • Understand nursing care for the skin around the stoma • Understand how to document nursing procedures performed on the tracheostomy stoma • Understand methods to use personal protective equipment <p>2. Tracheostomy care</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • Assess the condition of the tracheostomy stoma, including <ul style="list-style-type: none"> ○ the amount, nature and colour of airway secretions ○ the type of tracheostomy tube used, for example, one with replaceable inner cannula (such as Shiley tube) or one with opening on the shaft (such as a fenestrated tube) ○ the condition of the skin around the stoma, such as signs of inflammation, including redness, swelling and heat • explain the procedure to elderlies and obtain consent • protect the privacy of elderlies; avoid unnecessary body exposure • assist or instruct elderlies to stay in proper posture • perform appropriate nursing procedures according to the condition of the tracheostomy, including: <ul style="list-style-type: none"> ○ perform proper infectious control measures, including washing hands and putting on personal protective equipment ○ replace the inner cannula according to the type of tube used, for example, fenestrated and non-fenestrated inner cannula, obturator ○ inflate the balloon cuff for cuffed tracheostomy tubes ○ position the inner cannula appropriately and secure it with the outer cannula ○ secure the tracheostomy tube in place; ensure it is not blocked without any secretion clinging on it

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	<ul style="list-style-type: none"> • perform nursing procedures in a cautious manner, for example, removal of dried secretions and replacement of dressings; pay special attention to prevent fluids from entering the airways • properly replace tracheostomy holder • handle used inner cannula properly; it should be washed, disinfected, dried and properly stored • document the process of tracheostomy care, including: <ul style="list-style-type: none"> ○ nature of the airway secretions ○ type of inner cannula used ○ condition of the skin around the stoma ○ the dressing used • notify healthcare professionals and provide immediate nursing care if elderlies experience breathing difficulties when performing tracheostomy care <p>3. Exhibit professionalism</p> <p>Be able to</p> <ul style="list-style-type: none"> • Apply professional knowledge to perform tracheostomy care according to professional nursing guidelines or evidence-based guidelines • Take suitable measures to protect elderlies' privacy and to minimise discomfort when performing tracheostomy care • Be mindful of elderlies' fear and discomfort, offer support and care
Assessment Criteria	<p>The integrated outcome requirements of this Unit of Competency are:</p> <ul style="list-style-type: none"> • Ability to assess the condition of the tracheostomy stoma and provide appropriate care; and • Ability to handle used inner cannula properly and document the tracheostomy procedure.
Remark	<p>This unit of competency is currently performed by enrolled or registered nurses, and registered health workers.</p>