Initiate when a patient is identified as going home with a tracheostomy:

<table>
<thead>
<tr>
<th>Item</th>
<th>Details</th>
<th>Date/Time &amp; Initials</th>
<th>Comments</th>
</tr>
</thead>
</table>
| Referral to Community Respiratory Services (CRS) | Meditech OE  
**Category:** PHC  
**Procedure:** CRSREF  
**Procedure Name:** Community Respiratory Services |                      |          |
| Referral to Social Work for Equipment Funding | Provide list of medical equipment and cost list for tracheostomy supplies (WebFI Form ID: RTXX107331; Printshop #263484) |                      |          |
| Identify Support Person for Home Tracheostomy Care and Pick up of supplies | Support Person:                                                                                                                                  |                      |          |
| Patient/Family Teaching | Complete “Education Checklist” as per Home Tracheostomy Care Book (PS# 262730)                                                                                     |                      |          |
| Confirm Outpatient Trach Changes / Follow-Up | RT/PCC to arrange with ENT/Respirology if high risk or Outpatient tracheostomy clinic if low risk and confirm dates with patient |                      |          |
| Notify CRS Upon Confirmed Discharge Date | CRS Phone Number:  
604-514-6106                                                                                       |                      |          |

Discharge Home with 1 Week’s Worth of Supplies (RT to Provide)

- [ ] 2 Bottles of Normal Saline (500 mL)
- [ ] 1 Bottle of Hydrogen Peroxide (if available)
- [ ] 2 Tracheostomy Care Kits
- [ ] 28 Cotton Tip Applicators
- [ ] 10 2x2 gauze
- [ ] 2 Tracheostomy Ties
- [ ] 14 Tracheostomy Topper Dressing
- [ ] 10 Addi-Pak (Pink) Normal Saline (5 mL)
- [ ] 5 Suction Catheters (if needed)
- [ ] Emergency kit (Trach tube same size and one size smaller, lubricant, trach ties, Addi-Pak normal saline, Trach care kit)

Verify Purchased Supplies are in the home

Confirm with Family/Caregivers