PROTOCOL FOR: All staff

PURPOSE: Infection Control. Manufacturer’s booklet should be kept on site. Refer to manufacturer’s booklet for ordering, replacement parts, and troubleshooting.

EQUIPMENT:
- Gloves
- Hot water
- Soap/Vinegar
- Suction equipment

PROCEDURE:

1. Gather equipment.
2. Wash hands.
3. Put on disposable gloves.
4. Make sure unit is turned off.
5. Disconnect the suction unit from all external power sources.
6. Remove the tubing from the port on the canister.
7. Remove the canister from the suction machine and remove the lid from the canister.
8. Wash the canister, canister lid, connection tubing and suction catheter (yankeur) in a solution of liquid detergent and warm water in a basin or sink for at least 15 minutes. Do not put in the dishwasher.
9. Rinse thoroughly and place back into suction machine letting it air dry.
10. Wash daily or after each use if only being used intermittently.
11. If using frequently, leave a small amount of vinegar at the bottom of the canister after each cleaning.
12. Place the suction catheter (yankeur) back in packaging sleeve, or wrap tip of suction catheter in a dry plastic bag.
Subject: Suction Machine - Cleaning

Date Developed: 4/2010

13. Once a week disinfect the canister, connection tubing, and suction catheter in a solution of 1 part distilled white vinegar and 3 parts tap water. Soak for a minimum of 30 minutes and let air dry. Be sure to suction the inside of the tubing and suction catheter with the 1 part distilled vinegar and 3 parts water.

14. Place back into suction machine and air dry.

15. Wipe down the outside of the machine with a clean damp cloth as needed.

16. Make sure you do not get the filter wet or the electrical components of the suction machine wet.

17. Clean the portable suction bags with soap and warm water as needed.

18. Bacteria filter should be replaced every 2 months. If overflow occurs, change the filter immediately.

19. Replace with a new bacteria filter and connect to above two tubing. Additional filters can be purchased from an authorized manufacturer. Purchase appropriate bacteria filter for the machine.

20. Remove filter by disconnecting it from suction unit and lid assembly.

21. Replace with a clean bacterial filter and remount to suction unit and lid.

Day Habilitations with Suction Equipment:

All equipment is to be properly labeled with the individual’s name, kept in a separate bag, and stored in a clean, dry cabinet in the nurse’s station.

1. If the suction equipment is used, cleaning of the canister, lid, tubing, and suction catheter (yankeur) is to be done at the end of the day, utilizing steps 1-12 above.

2. Bacteria filter to be replaced as written above in steps 18-20.

DOCUMENTATION:

Document daily on checklist or on paperwork as required by the program.