The enrolled nurse (EN) is able to safely provide appropriate nursing care for a patient with a tracheostomy. Throughout the procedure the EN practises competently within scope of practice and always in consultation with the registered nurse (RN).

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| 1. Demonstrates an understanding of the fundamental principles of the respiratory system and applies these principles when performing tracheostomy care. *(Domain - Cognitive Knowledge)*  
(Refer to ANMC Competency Unit 1 (1.4)) | 1.1 Demonstrates knowledge of anatomy and physiology of the respiratory system.  
1.2 Discusses the indications for the insertion of a tracheostomy. Articulates differences between permanent and temporary tracheotomies.  
1.3 Displays knowledge of different tracheostomy tubes e.g. cuffed, uncuffed, fenestrated, laryngectomy, mini-trach etc. and discusses the indications for their use.  
1.4 Is cognisant of current policy guidelines and limitations of practice. | | |
| 2. Is cognisant of emergency tracheostomy care within scope of enrolled nurse practice. *(Domain - Cognitive Knowledge - Critical Thinking & Analysis)*  
(Refer to ANMC Competency Unit 6 (6.3)  
ANMC Competency Unit 7 (7.1, 7.2)) | 2.1 Identifies the type of emergency equipment required at the bedside e.g. tracheal dilators and spare tracheostomy tubes.  
2.2 Verbalises the EN role in the event of an emergency with a tracheostomy.  
2.3 Demonstrates an understanding of how the equipment would be used by the RN in an emergency situation.  
2.4 Recognises the changes to respiratory parameters which indicate respiratory distress or a compromised airway.  
2.5 Outlines actions in conjunction with the RN in the event of the following emergencies:  
• Blocked tracheostomy tube/ unable to suction  
• Accidental extubation/dislodgement  
• Faulty pilot balloon-low or no cuff pressure  
• Increased sputum production  
• Cardio–respiratory arrest/distress – discusses actions if CPR is required. | | |
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| 3. Demonstrates maintenance of a patent airway.                         | 3.1 Performs an assessment of the airway and the need for suctioning. Articulates principles that underpin the suctioning of an airway and outlines potential problems. Performs suctioning procedure safely in collaboration with Registered Nurse.  
3.2 Demonstrates ability to assess tracheal stoma noting presence of swelling, infection, bleeding or crusting and reports findings back to the RN.  
3.3 Demonstrates knowledge and ability to manage specific requirements relating to tracheostomies in collaboration with the RN e.g.  
   - Cleaning inner tubes  
   - Taking cuff pressures and recording results  
   - Need for oxygenation  
   - Need for physio  
3.4 Performs tracheostomy observations accurately and documents these findings on the tracheostomy care chart. States normal parameters. Reports findings to the RN.                                                                 |                    |                             |
| (Domain - Psychomotor Performance) Relates to ANMC Competency Unit 7 (7.1, 7.2, 7.3) and ANMC Competency Unit 9 (9.2, 9.4) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |                             |
| 4. Understands the principles of humidification & its significance in tracheostomy care.                                    | 4.1 Displays knowledge relating to the use of humidification for tracheostomies.  
4.2 Discusses the three (3) different types of humidification available and the indications for each.  
4.3 Correctly assembles a humidification circuit together with the RN.                                                                 |                    |                             |
| (Domain - Cognitive - Knowledge) Relates to ANMC Competency Unit 1 (1.2)                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |                             |
| 5. Understands the nursing management of a patient post removal of a tracheostomy.                                         | 5.1 Outlines the possible complications post removal of a tracheostomy tube.  
5.2 Displays an understanding of the procedure as outlined in the hospital protocol. States the resource people required for the procedure.  
5.3 Discusses patient observations i.e. respiration, oxygen saturation, stoma integrity, voice, cough. States normal parameters and is able to justify why these parameters are measured post removal of tracheostomy. Reports parameter changes or concerns to the RN.  
5.4 States dressing requirements post removal of the tracheostomy. Provides an explanation regarding the need for a dressing post removal.                                                                 |                    |                             |
| (Domain - Cognitive – Knowledge Critical thinking) Relates to ANMC Competency Unit 7 (7.1, 7.2)                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |                             |
| 6. Maintains effective communication with the patient, relevant health professionals and others.                           | 6.1 Discusses procedures with patient.  
6.2 Adequately documents interventions on the tracheostomy chart. Ensures all aspects and requirements are documented.  
   - Documents any new findings in the patient’s progress notes and care plan.  
   - Reports changes to findings to the RN.  
6.3 Ensures communication, reporting and documentation are timely and accurate.                                                                 |                    |                             |
<p>| (Domain - Psychomotor Performance) Relates to ANMC Competency Unit 6 (6.3) ANMC Competency Unit 7 (7.3)                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |                             |</p>
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| 7. Displays application of critical thinking and analysis within the framework of the enrolled nurse’s scope of practice. *(Domain – Cognitive – critical thinking & analysis)*  
Relates to ANMC Competency Unit 6 (6.3)  
ANMC Competency Unit 5 | 7.1 Recognises that delegation of care is within scope of competent practice. Discusses actions in the event of inappropriate delegation of care.  
7.2 Identifies changes with patient’s condition and/or tracheostomy observations and reports changes to the RN.  
7.3 Participates with the RN to evaluate the patient’s progress regarding ongoing tracheostomy care. | | |
| 8. Demonstrates knowledge of legal requirements for safe practice. *(Domain - Cognitive –Knowledge)*  
Relates to ANMC Competency Unit 1  
ANMC Competency Unit 5 (5.1) | 8.1 Articulates accountability, enrolled nurse boundaries and appropriate delegation of care by the registered nurse.  
8.2 Accepts responsibility for own actions within enrolled nursing practice.  
8.3 Recognises the need for continuing education and ongoing professional development.  
8.4 Appreciates the importance of adequate supervision and reporting changes in the patient’s condition to the registered nurse in order to maintain patient safety.  
8.5 Reports practices that may breach legislation, policies and procedures relating to nursing practice to the appropriate person. | | |

**Competence Achieved**  Yes  No  **Date for reassessment**

**Assessor’s Comment:**

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**Name of participant**

**Name and Signature of Assessor** ___________________________  **Date** _______________

The St George Hospital and Community Health Service Nursing Practice Manual, Section 17.1.  
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