



- Only staff trained by an Appropriately Qualified Health Professional (AQHP) can perform this procedure
- This procedure is a guide only and may not be appropriate in all circumstances. Therefore, instructions from a respiratory specialist must always be obtained and followed.
- This procedure should be read in conjunction with the [NDIS LWB 5600 High Intensity Daily Personal Activities - Procedure](#) and undertaken in consultation with the person we support and their care plan.

The AQHP is to provide training in any oral suctioning required that is in the scope of practice of a Disability Support Worker (DSW).

LWB staff can only perform oral suctioning to remove mucus or saliva from the mouth when a person cannot effectively cough or swallow.

**Only an AQHP can undertake to suction through a tracheostomy tube.**

<b>Oral Suctioning Procedure</b>	
<input checked="" type="checkbox"/> <b>Check</b>	<ul style="list-style-type: none"> <li>• Check that the suction machine works correctly and sets to the correct pressure. The lowest pressure that will effectively clear the secretions should be used.</li> <li>• Pressure is set to the pressure as documented in the person's oral suctioning plan.</li> <li>• Confirm how the person would like to be actively involved in their support, as outlined in their plan, and to their chosen level.</li> <li>• Explain the procedure to the person and seek their consent to proceed.</li> </ul> <p><b>Check that the pump is working correctly.</b></p> <ul style="list-style-type: none"> <li>• Take the cover off the end of the catheter.</li> <li>• To check if the pump works, place a gloved finger over the suction end or catheter and turn it on. You should feel a vacuum effect that pulls the glove into the catheter.</li> </ul> <p><b>The unit does not turn on.</b></p> <ul style="list-style-type: none"> <li>• Ensure the battery is charged.</li> <li>• Check power connections if running from the wall outlet.</li> </ul> <p><b>The pump runs, but no vacuum.</b></p> <ul style="list-style-type: none"> <li>• Check that the tubing is connected correctly.</li> <li>• Check tubing connections for breaks or leaks.</li> <li>• Check for leaks or cracks in the bottle assembly.</li> <li>• Ensure the bottle is not full.</li> </ul>

### Low vacuum pressure

- Check the system for leaks.
- Use the vacuum adjustment knob to increase the vacuum level.
- Push the vacuum adjustment knob and then release.

### Support

IN THE EVENT OF ANY DETERIORATION, CONTACT EMERGENCY SERVICES FOR ASSISTANCE

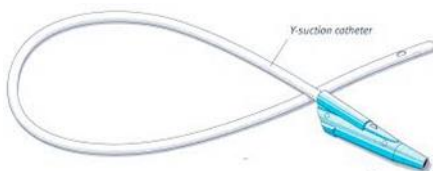
**Call 000 and seek urgent medical advice** if any of the following occur.

- Bleeding.
- Aspiration (inhaling food or fluid).
- Respiratory distress.
- Severe wheezing.
- Dislodgment of teeth or dental prosthetics.
- Secretions are discoloured
- Seek medical advice if a person has the following:
  - Green or yellow secretions that could indicate a chest infection.
  - Blood-stained secretions that could indicate trauma to the mucous membranes or teeth caused by suctioning, mouth ulcer or infection.
- No suction pressure
- Check all connections to the suction pump.
- Tubing may be blocked – use water to rinse the suction catheter and tubing.
- Replace the catheter or tubing if required.
- Contact the manufacturer if a problem with the suction pump is suspected.

### Gather equipment

- Yankeur Suction catheter or soft tubing – the catheter size will vary according to each person.

#### Yankeur Suction Catheter



- Portable suction machine.
- Suction tubing.

- Water for rinsing.
- Ensure the person's privacy.
- Wash your hands with soap and water and dry well.
- Wear the appropriate PPE – latex-free disposable gloves, gown or apron, face shield, or protective goggles. Refer to the [NDIS LWB 5507 Let's Talk About PPE for Support Activities](#) for the correct PPE requirements and follow hygiene and infection control procedures.
- As per their Oral Suctioning Plan, assist the person in a comfortable position (lying on their side or sitting).
- If lying, the person should be
  - lying on their side
  - Or the person's head should be turned to the side
  - The person's head and neck should be elevation
  - Do not suction a person lying flat on the back with head straight.
- Remove the Yankeur from the cover, and avoid letting the end of the Yankeur touch the surrounding environment to ensure as clean a technique as possible.
- Attach the suction tubing to a clean catheter or Yankeur. Keep the catheter or Yankauer in a clean casing until just before use.
- Turn on the suction pump.
- Gently insert the suction catheter into the person's mouth without applying suction.
- Do not place the suction catheter beyond the teeth and gums.
- Do not suction the back of the tongue.
- Avoid touching the inner lining of the mouth and cheeks.
- Cover the control valve with a finger or thumb to apply suction.
- Gently suction secretions from both sides of the person's mouth using a continuous circular motion. If a person is lying on their side or their head is tilted to the side, you may only need to suction one side.
- Apply suction for a maximum of 10 seconds. Allow the person to rest and take a few breaths for 30 – 60 seconds between suction.
- Rinse the Yankauer with water by applying the suction technique and repeat the suctioning procedure as necessary.
- When secretions are cleared, stop suctioning and withdraw the Yankeur slowly from the person's mouth, ensuring not to touch the back of the tongue.
- After completing the procedure, it is essential to rinse the Yankeur. This can be done by dipping the adaptor into sterile water or saline and suctioning. Once rinsed, the Yankauer should be covered with a clean paper towel or replaced in its cover and stored safely for the next use.
- Turn off the suction unit.
- Ensure the person is comfortable.
- Empty and clean the suction drainage bottles and containers, if needed.

- Dispose of PPE
- Wash hands well.

**Cleaning the Yankeur Catheter**

- Proper daily catheter cleaning is crucial to prevent bacteria from entering the mouth during suction. It's also advisable to have an extra catheter available in case of any unexpected situations.
- Wash hands and put on gloves.
- The canister should be emptied at least once daily or when  $\frac{1}{2}$  to  $\frac{3}{4}$  full. The contents may be emptied into the toilet.

**Cleaning catheter or tubing**

- You will need two tubs. One tub will have warm soapy water, and the other will have clean, fresh water.
- Wash hands and put on clean gloves.
- Place the catheter into the soapy water and, with gloved hands, wipe the outside of the tubing, clearing any secretions.
- Dip the catheter into the warm soapy water and apply small bursts of suction. This agitates any secretion on the inside of the catheter.
- Place the catheter into the clean water to rinse off the soap. Again suction can be applied to rinse the soap from the inside of the catheter.
- Take the catheter out of the water and suction air to dry the inside of the catheter. Dry the outside with a clean cloth.
- Store the catheter in a clean, dry container.
- Dispose of gloves and wash your hands.
- Catheter should be completely dry before use.
- Dispose of the catheter when it becomes cloudy, develops cracks or if mucous can not be cleared from inside the tubing.

**Machine Maintenance**

- Disconnect the tubing and remove the container from the holder.
- Note – a container should be emptied and cleaned after each use.
- Carefully remove the lid and empty the contents into the toilet.
- Remove the filter cartridge and set it aside.
- Wash the container, lid and splash guard in warm water/dishwashing solution. Rinse with clean, warm water and air dry.
- A vinegar solution (1 part vinegar to 3 parts hot water for 60 minutes) can be used if the person prefers or stated in their plan.
- The disassembled container may also be washed in a dishwasher, top shelf only, using a cycle with a water temperature between 55-65 degrees Celsius.

- The machine filter must be changed if overflow occurs or every 2 months.



### Report

- Document the thickness, colour and amount of secretions on the [NDIS LWB 5625a HIDPA Oral Suctioning - Recording Chart](#)
- Report any concerns or issues related to the person's oral suctioning immediately to the Disability Support Leader<sup>1</sup> or On Call.

## For Further Guidance and Advice

Contact the AQHP who developed the person's support plan.

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<sup>1</sup> All references to Disability Support Leader (DSL), includes all Frontline Leadership roles, such as House Supervisor.