

INSTRUCTIONS FOR CLEANING AND REPLACING SUPPLIES



- Read and follow "Preventing Infection" section of PHS Handbook for specific cleaning instructions.
- Read PHS Common Methods for Disinfecting Reusable Supplies card for disinfecting methods.
- Replace any supply item that is cracked, is ripped or torn, or that does not come clean after washing.

CoughAssist

SUPPLY ITEM	WHAT TO DO	WHEN
Filter: Bacteria	Replace	Every three months OR when dirty or wet on inside
Filter: Black	Wash with warm soapy water, rinse, air dry completely	Every week
Mask	Wipe with clean, damp cloth	Every day
	Wash with warm soapy water, rinse, air dry completely	Every week OR when dirty on inside
Trach Adapter with Extension	Wash with warm soapy water, disinfect, rinse, air dry completely	Every day
Tubing Circuit	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every week OR when dirty on inside
White Adapter	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every week OR when dirty on inside

Heated Trach Collar Supplies

SUPPLY ITEM	WHAT TO DO	WHEN
Adapters, Drain Cup	Wash with warm soapy water, disinfect, rinse, air dry completely	Every month with circuit change
Filter: Blue Pollen (Dreamstation)	Rinse with warm running water, air dry completely	Every two weeks
Filter: Foam (System One or PR1)	Wash with warm soapy water, rinse, air dry completely	Every week
Filter: Light Blue Ultra Fine (Dreamstation)	Replace	One month from last replacement OR when dirty
Flow Restricting Adapters	Wipe with alcohol wipe	Every month with circuit change
	Replace	When not clean after wiping
Heater Wire/Pigtail	Wipe outside with clean, damp cloth	Every month with circuit change
Oxygen Tubing	Wipe outside with clean, damp cloth	Every week
	Replace	One month from last replacement OR when dirty or wet on inside
Patient Tubing Circuit	Replace	Every month OR when dirty on inside OR not working

* = You have a choice whether or not to disinfect the supply.

Heated Trach Collar Supplies (*continued*)

SUPPLY ITEM	WHAT TO DO	WHEN
Pressure Valve	Wash with warm soapy water, rinse, air dry completely	Every month with circuit change
Temp Probe	Wipe with alcohol wipe	Every month with circuit change
Trach Dome	Wash with warm soapy water, disinfect, rinse, air dry completely	Every day
Tubing Circuit: 2 foot (disposable)	Replace	Every month with circuit change
Tubing Circuit: 2 foot (non-disposable)	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every month OR when dirty on inside
Water Chamber	Replace	Every month with circuit change OR when dirty on inside

Neb

SUPPLY ITEM	WHAT TO DO	WHEN
Filter	Replace	When dirty
Neb Cup	Wash with warm soapy water, disinfect*, rinse, air dry completely	After every neb treatment
	Replace	If cracked OR does not come clean after washing OR as frequently as your child's doctor orders after rinsing
Neb Mask, Mouthpiece, Tee Adapter, Corrugated Tubing	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every day
	Replace	If cracked OR does not come clean after washing OR as frequently as your child's doctor orders
Neb Tubing	Wipe outside with clean, damp cloth	Every week
	Replace	If cracked OR dirty on inside OR as frequently as your child's doctor orders

Oxygen

SUPPLY ITEM	WHAT TO DO	WHEN
Bubbler	Wash with warm soapy water, disinfect*, rinse	Every day
Filter: Air Intake, Foam, or Sponge	Wash with warm soapy water, rinse, air dry completely	Every week
Filter: HEPA	Replace	When dirty NOTE: Clinician will replace filter every six months
Nasal Cannula	Wipe prongs with clean, damp cloth	Every day
	Replace	Every two weeks OR when dirty on inside
Oxygen Mask	Wash mask with warm soapy water, rinse, air dry completely.	Every day
	Replace	One month from last replacement
Oxygen Tubing	Wipe outside with clean, damp cloth	Every week
	Replace	One month from last replacement OR when dirty or wet on inside
Oxygen Tubing Adapter	Wash with warm soapy water, rinse, air dry completely	Every month

Suction

SUPPLY ITEM	WHAT TO DO	WHEN
Canister	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every day
DeLee Manual Suction Catheter	Replace	After use
Elbow Adapter	Wash with warm soapy water, disinfect*, rinse, air dry completely	When dirty
Filter	Replace	Every two months OR when dirty or wet on inside
Reusable Suction Device	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every 4 hours
	Replace	If cracked OR does not come clean after washing
Suction Catheter	Replace	According to PHS Education
Suction Tubing	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every day
	Replace	According to PHS Education
Silicone Tubing	Wash with warm soapy water, rinse, air dry completely	When dirty
	Replace	If cracked OR does not come clean after washing

Tube Feeding

SUPPLY ITEM	WHAT TO DO	WHEN
Farrell Valve Bag	Replace	Every day
Feeding Bag	Rinse with hot water, rinse with cold water, store in refrigerator	Between feedings
	Replace	When not clean after rinsing
Feeding Tube Extension	Rinse with hot water, rinse with cold water, store in refrigerator	Between feedings
	Wash with warm soapy water, rinse, air dry completely	Every day
	Replace	When not clean after rinsing
Med Straw and Fill Cap Coupler (purple disc)	Place in a container with warm soapy water to soak until ready to wash. When washing, use warm soapy water and rinse clean. Air dry completely.	After each use when using a med straw or disc for more than one medication or daily when using for only one medication.
	Replace	When not clean after washing
Syringe	Wash with warm soapy water, rinse, air dry completely	After each use
	Replace	When not clean after washing

Vent Supplies

SUPPLY ITEM	WHAT TO DO	WHEN
Adapters, Drain Cup	Wash with warm soapy water, disinfect, rinse, air dry completely	Every month with circuit change
Circuit: Patient Tubing Circuit (disposable)	Replace	Every month OR when dirty on inside OR not working
Circuit: Patient Tubing Circuit (non-disposable)	Wash with warm soapy water, disinfect*, rinse, air dry completely	Every month OR when dirty on inside
Filter: Air Intake	Wash with warm soapy water, rinse, air dry completely	Every week
Filter: Bacteria	Replace	One month from last replacement OR when dirty or wet on inside
Temp Probe	Wipe with alcohol wipe	Every month with circuit change
Trach Adapter	Wash with warm soapy water, disinfect, rinse, air dry completely	Every day
Trach Nose (HME)	Replace	Every day OR when dirty on inside
Blue Tubing, Tubing Circuit: 2 foot (disposable)	Replace	Every month with circuit change OR when dirty on inside
Whisper Swivel	Wash with warm soapy water, disinfect, rinse, air dry completely	Every day when giving TOBI, Pulmozyme, or Hypertonic saline neb treatments
		Every month with circuit change OR when dirty on inside OR not working