

CLINICAL POLICY & PROCEDURE – G-TUBES/ MIC-KEY* CARE

POLICY

ePeople Health Care will provide skilled nursing services to patients in their homes by qualified nurses whose skills have been assessed by utilizing the eKidzCare “self-evaluation checklist”, as well as by their ability to pass the written competency exams with a passing score of 80% on each applicable exam, and additionally by hands-on competency testing to validate their level of knowledge and ability to perform specific high-tech skills that have been identified. All nurses hired by eKidzCare to provide skilled nursing services must pass competency testing in the specific skills appropriate to the patient they have been hired to care for, before being authorized to independently care for that patient.

Care for patients with a G-Tube/Mic-Key* is one such Nursing Skill that is included in this process.

PROCEDURE

The following Procedure is the expected standard for all eKidzCare nurses who are caring for a patient with a G-Tube/ Mic-Key*:

G-Tube/Mic-Key* Care	
1. Check for Proper Tube Placement:	
○	Connect the extension set to the tube and attach a Monoject catheter tip syringe containing 10 ml of water to the extension set feeding port.
○	Pull back on the plunger. When you see stomach contents in the tube, flush the tube with water.
○	Stomach contents are normally yellow or clear unless there is food in the stomach. If you feel resistance as you inject the water, pull back stomach contents again, then try to re-inject the water.
○	Check for leaking around the stoma.
2. Measure Residual - if more than 1/2 of previous feeding wait 30 minutes, check again. Decompress or Vent the Stomach.	
○	Attach the extension set or bolus extension set to the MIC-KEY* feeding tube.
○	Drain into a collecting cup or bag.
3. Continuous Feeding:	
○	Clean the tops of formula cans and shake well. If you use powdered formula, prepare it fresh every day. Be sure to use the prescribed amount. Label each formula batch with the date and time you prepared it.
○	Wash your hands with soap and water and dry them thoroughly.

<ul style="list-style-type: none"> ○ Fill the feeding administration bag with formula.
<ul style="list-style-type: none"> ○ Connect the feeding administration bag tubing to the MIC-KEY* extension set feeding port.
<ul style="list-style-type: none"> ○ Purge air from the tubing by allowing formula to run through it. When formula reaches the extension set SECUR-LOK* Connector, clamp the tubing.
<ul style="list-style-type: none"> ○ Remove the feeding port cover and insert the extension set into the feeding port by matching the black lines on both. Lock the extension set into place by turning the connector CLOCKWISE until you feel a slight resistance (about a three-quarter turn). DO NOT turn the connector past the stop point.
<ul style="list-style-type: none"> ○ Connect the feeding administration bag tubing to the pump. Set the pump rate according to the manufacturer's instructions. Unclamp the tubing and begin feeding.
<ul style="list-style-type: none"> ○ When the feeding is nearly finished, add the prescribed amount of water to the feeding bag.
<ul style="list-style-type: none"> ○ After administering the formula and water, disconnect the feeding administration bag tubing from the extension set. Flush the extension set with 10-20 ml of warm water, or until the tubing is clear.
<ul style="list-style-type: none"> ○ Disconnect the extension set from the MIC-KEY* feeding tube by rotating it COUNTER-CLOCKWISE until the black line on the feeding port lines up with the black line on the extension set. Gently detach the extension set and cap the MIC-KEY* feeding tube securely with the attached feeding port cover.
<ul style="list-style-type: none"> ○ Wash the extension set and feeding bag in warm soapy water immediately after each use. Rinse thoroughly and air dry.
<p>4. Bolus Feeding:</p>
<ul style="list-style-type: none"> ○ Attach a water-filled catheter tip syringe to the MIC-KEY* bolus extension set. Prime the extension set by filling it with water.
<ul style="list-style-type: none"> ○ Attach the bolus extension set to the tube's feeding port by matching the black lines on both. Insert the bolus extension set locking adapter into the feeding port and rotate it CLOCKWISE until you feel a slight resistance (about a three-quarter turn). DO NOT turn the connector past the stop point.
<ul style="list-style-type: none"> ○ Clamp the extension set.
<ul style="list-style-type: none"> ○ Disconnect the syringe and remove the syringe plunger. Reattach the syringe.
<ul style="list-style-type: none"> ○ Slowly pour the formula into the syringe and unclamp the tubing. Keep the syringe filled to prevent air from entering the stomach. Adjust the flow rate by raising or lowering the syringe. The feeding should finish in 20-40 minutes.
<ul style="list-style-type: none"> ○ When the syringe is nearly empty, add the prescribed amount of water to the syringe.
<ul style="list-style-type: none"> ○ After administering the formula and water, clamp the tube and fill the syringe with 10-20 ml of warm water. Reinsert the syringe plunger and unclamp the tube. Flush the bolus extension set until the tubing is clear. Proceed to Step 12.

<ul style="list-style-type: none"> ○ To bolus feed with a ("gravity drip") bag, fill the bag with the desired amount of formula and evacuate the air from the bag's tubing. Attach the bolus extension set to the feeding administration bag tubing, prime it and clamp the tubing. Attach the bolus extension set to the tube's feeding port and open the clamp. Adjust the flow by opening or closing the clamp on the bag's tubing.
<ul style="list-style-type: none"> ○ When the feeding is nearly finished, administer the prescribed amount of water by adding it to the feeding administration bag.
<ul style="list-style-type: none"> ○ After administering the formula and water, disconnect the bolus extension set from the feeding administration bag tubing.
<ul style="list-style-type: none"> ○ Flush the bolus extension set tubing with 10-20 ml of warm water or until the tubing is clear.
<ul style="list-style-type: none"> ○ Disconnect the bolus extension set and wash it in warm soapy water until the tubing is clear.
5. After-Feeding Care:
<ul style="list-style-type: none"> ○ Stoma. Develop a habit of inspecting the skin around the tube (the stoma) after feeding. Make sure the skin is clean and dry, and observe the stoma for a few minutes to check for gastric leakage. ○ Gently clean the skin around the stoma. Rotate the MIC-KEY* feeding tube and clean again with cotton-tip applicators or a soft cloth, using soap and warm water. If you think soap is irritating the skin, try cleansing with water alone, or try another soap. ○ If you use a dressing, change it when it becomes wet or soiled. Never allow a wet dressing to remain in contact with the skin. Note: The MIC-KEY* feeding tube does not require a dressing.
<ul style="list-style-type: none"> ○ Port. Clean the MIC-KEY* tube's feeding port after feeding. Use a cotton-tip applicator or soft cloth to remove oil or food. If you receive a continuous feeding, flush the tube and the extension set tubing at least three times daily.
6. Medication Administration:
<ul style="list-style-type: none"> ○ First, Check ... The Correct Form of Medication for MIC-KEY* Use: <ul style="list-style-type: none"> ▪ Medication should be in liquid form when possible. If the liquid is thick, thin it with water so it doesn't clog the tube. ▪ If your medication is only available in a pill or capsule, ask your specialist or pharmacist if it's one you can crush and mix with water. (Not all pills and tablets can be taken this way.) If you can do this, crush the medication finely, and make sure it is well dispersed in the water. ▪ Do not mix medication with formula unless your specialist tells you to do this.
7. General Care:
<ul style="list-style-type: none"> ○ Daily Care consists of:

<ul style="list-style-type: none"> ▪ Skin Care
<ul style="list-style-type: none"> ▪ Feeding bag and set cleaning
<ul style="list-style-type: none"> ○ Balloon Volume check with luer slip syringe, if below Rx amount, replace with water.
8. **Emergency Care - Stomach Contents Leak Out Around the Tube:
<ul style="list-style-type: none"> ○ Check stomach residual - decrease flow rate, or bolus amount
<ul style="list-style-type: none"> ○ Test balloon
9. **Emergency Care - The Feeding Tube Becomes Disconnected:
<ul style="list-style-type: none"> ○ Stop pump
<ul style="list-style-type: none"> ○ Estimate formula lost
<ul style="list-style-type: none"> ○ Clean all tubing and connections
<ul style="list-style-type: none"> ○ Ensure dry clean tubing and equipment
<ul style="list-style-type: none"> ○ Re-attach pump and tubing
<ul style="list-style-type: none"> ○ Resume feeding, and add estimated loss.
10. **Emergency Care - The Balloon Leaks or Ruptures:
<ul style="list-style-type: none"> ○ Replace Mickey-button
11. **Emergency Care - Tube Blockage:
<ul style="list-style-type: none"> ○ Flush the tube with 10-20 ml warm water.
12. **Emergency Care - The Balloon Will Not Deflate:
<ul style="list-style-type: none"> ○ Clean inside the recess, then firmly seat the syringe into the valve, push, and twist one quarter turn.
<ul style="list-style-type: none"> ○ Try pulling back on the plunger again.
<ul style="list-style-type: none"> ○ If the balloon still will not deflate, use the end of a large paper clip to depress the valve and release the water. BE SURE YOU HAVE A REPLACEMENT TUBE TO INSERT INTO THE STOMA.
13. REPLACING THE MIC-KEY* TUBE:
<ul style="list-style-type: none"> ○ Remove the new MIC-KEY*feeding tube from the package. Fill the balloon with 5 ml sterile or distilled water.
<ul style="list-style-type: none"> ○ Remove the syringe and observe the balloon. It should be symmetrical. Check for leaks. Remove the water from the balloon.

<ul style="list-style-type: none">○ Attach the luer slip syringe to the balloon valve of the MIC-KEY* feeding tube. Pull back on the plunger until all the water is out of the balloon.
<ul style="list-style-type: none">○ Gently remove the MIC-KEY* feeding tube from the stomach. It may help to use a little water-soluble lubricant as you are removing it.
<ul style="list-style-type: none">○ Lubricate the tip of the replacement MIC-KEY* feeding tube with a water-soluble agent. DO NOT USE OIL OR PETROLEUM JELLY.
<ul style="list-style-type: none">○ Gently guide the new tube into the stoma. Insert the tube all the way until it is flat against the skin.
<ul style="list-style-type: none">○ Hold the tube in place and fill the balloon with 5 ml (3-5 ml for 12 French sizes) distilled or sterile water. Do not use air. NEVER FILL THE BALLOON WITH MORE THAN 10 ML (5 ML FOR 12 FRENCH SIZES) OF FLUID.
<ul style="list-style-type: none">○ Position the balloon against the stomach wall by pulling the MIC-KEY* feeding tube up and away very gently until it stops.
<ul style="list-style-type: none">○ Wipe away fluid or lubricant from the tube and stoma.
<ul style="list-style-type: none">○ Check the tube for correct placement. Insert an extension set into the feeding port, then: Listen for air, and Aspirate residual stomach contents.