

# Checklist for Cough-assist Insufflator-Exsufflator

## How to use the Cough-assist Insufflator - Exsufflator

- \_\_\_\_\_ 1. Plug electrical cord into power socket and into back of machine.
- \_\_\_\_\_ 2. Wash hands and put on gloves.
- \_\_\_\_\_ 3. Insert the tubing into the cough assist machine.
- \_\_\_\_\_ 4. Attach the face mask to the other end of tubing.
- \_\_\_\_\_ 5. Position the person as instructed.
- \_\_\_\_\_ 6. If oral suctioning is required after exsufflation, prepare the oral suction machine.
- \_\_\_\_\_ 7. Turn on the cough machine using the power switch.
- \_\_\_\_\_ 8. Check the pressure by putting hand over mask. Check pressure gauge to ensure correct pressures are registering on the gauge for both inspiration & expiration.
- \_\_\_\_\_ 9. Check to be sure the machine is in auto mode.

## Now You Are Ready to Use the Cough-assist Insufflator - Exsufflator With the Person

- \_\_\_\_\_ 1. Make sure the person is comfortable and ready for the treatment.
- \_\_\_\_\_ 2. At the end of expiration or just at the start of inspiration, seal the mask firmly around the person's mouth and nose.
- \_\_\_\_\_ 3. Instruct the person to take a deep breath in with the machine during the inspiration and to cough strongly during expiration. (If they are able)
- \_\_\_\_\_ 4. After each cycle (inspiration and expiration) pause the machine and remove the mask.
- \_\_\_\_\_ 5. Instruct the person to spit out any secretions or orally suction if needed.
- \_\_\_\_\_ 6. Allow the person to recover.
- \_\_\_\_\_ 7. Repeat steps 2-6 for the prescribed number of cycles.
- \_\_\_\_\_ 8. Turn off machine at the switch and at the power socket.
- \_\_\_\_\_ 9. If gloves are soiled, remove them; wash hands; and put on clean gloves.
- \_\_\_\_\_ 10. Clean machine, mask, and tubing according to specific instructions for that individual's equipment.

✓ **Remember, it will be difficult for the person to take a normal breath while the insufflator is cycling air in and out. If the person is distressed by this, remove the mask promptly and start again when the person is calm and ready**

Trainee name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Instructor initials      Instructor Name \_\_\_\_\_

**Comments:**