**NGT insertion procedure checklist**

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| --- | --- | --- | --- | --- |
| **Procedure** | **Score performance** | **Done** | **Not done** | **Comments** |
| -Explain procedure to child or parents. | **0.5** |  |  |  |
| -Position the child in high fowlers position. | **0.5** |  |  |  |
| -Wash hands and wear clean gloves. | **0.5** |  |  |  |
| -Measure length of tube to be inserted and mark tube with a piece of tape. | **1** |  |  |  |
| -Examine feeding tube ( NGT) for flaws. | **0.5** |  |  |  |
| -Lubricate the tube with saline . | **0.5** |  |  |  |
| -Gently insert tube through nostril to back of throat (posterior nasopharynx). Aim back and down toward the ear. | **0.5** |  |  |  |
| -Have child flex head toward chest after tube has passed through nasopharynx | **0.5** |  |  |  |
| -Emphasize the need to mouth breathe and swallow during the procedure. | **0.5** |  |  |  |
| -Advance tube each time child swallows until desired length has been reached. | **0. 5** |  |  |  |
| -Do not force tube. If resistance is met or child starts to cough, choke or become cyanotic stop advancing the tube and pull back. | **0. 5** |  |  |  |
| -Temporarily secure the tube with tape to stabilize it while checking the tube position. | **0.5** |  |  |  |
| -Check tube position. | **1** |  |  |  |
| -Once the tube placement is confirmed tape the tube securely in place and label the tube with date and time of insertion. | **0.5** |  |  |  |
| -Dispose equipment properly. | **0. 5** |  |  |  |
| -Dispose gloves and washing hands. | **0.5** |  |  |  |
| -Documentation | **1** |  |  |  |
| **Total** | **/ 10** |  |  |  |

**Student Name : ID#:**

**Date: Signature:**

**Assessor Name: Signature:**