

A large, stylized blue circular graphic that frames the central text. It has a thick blue outer ring and a lighter blue inner area with a subtle gradient and faint white lines.

# Caregiver Education Plan

A caregiver can discuss and demonstrate what to do and why they do it. They can complete care within a suitable timeframe without guidance or cues. Conscious, deliberate planning is characteristic of this skill level, which helps ensure confidence and safe care for the child. A caregiver can cope and manage when events depart from the 'norm'.

ENVIRONMENT	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
<b>Safety and room preparation</b>				
Identify potential hazards in the bedspace / bedroom				
Check all equipment is stored safely i.e. ventilator and monitors are secured appropriately				
Ensure safety equipment, such as cot sides, seatbelts, etc. are available and in working order				
Ensure emergency equipment / supplies are present and ready to use				
<b>Reducing risk of infection</b>				
Discuss how infection can spread and how to prevent this				
Demonstrate effective hand washing and hand gelling technique				
Discuss infection control practices for cleaning, handling and disposal of the ventilator circuit, filter changes, etc				

DAILY CARES	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Discuss equipment needed for safe transfer and positioning of the child				
Change child's position for pressure area management (If unable to do so for themselves)				
Transfer child safely from bed to chair and back again using the hoist (if appropriate)				
Transfer child safely from bed to bath and back again using the hoist (if appropriate)				
Transfer child safely from bed/chair to standing frame/floor and back again using the hoist (if appropriate)				
Correct usage and cleaning of pressure mattress (if appropriate)				
Correctly use wheelchair (if appropriate)				
Safely bath child while attached to a portable ventilator (or HME if not requiring continuous ventilation)				
Assess oral status and carry out oral cares				

MONITORING AND EMERGENCIES	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
<b>Vital signs and behaviour</b>				
Monitor the child's vital signs				
Alertness Comfort Skin colour Chest movt Secretions	Resp. rate Heart rate O2 saturation Temperature			
Normal signs for them				
<b>Oximetry monitoring</b>				
Setup and operating oximeter				
Safe / effective placement of sensor				
Recognise poor signal / artefact				
<b>Regular / shift checks</b>				
Regular observations of their child and equipment/supplies checks. Can discuss why this is important, recommended frequency and demonstrates the behaviours				
<b>Recognising child is unwell and medical emergencies</b>				
Recognise any changes in clinical status and observations, and know what to look for				
Discuss assessment and management signs of being unwell				
Awareness of and use of emergency plans				
Access emergency contact numbers including 111 and demonstrate making a 111 call				
Cardiopulmonary resuscitation (CPR)				
Hand bagging (if appropriate)				
Emergency oxygen				

Equipment Ventilator Operations Checklist for staff	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Discuss the reasons why the child requires ventilator support				
Discuss the settings and what they mean (Ipap , Epap, mode etc)				
Discuss how the ventilator supports their child and what happens without effective support.				
Being able to turn the ventilator of and on				
Positioning and safety of ventilator setup (ventilator and humidifier ) at the bedside (approx. 20 cm below the bed)				
Check for signs that ventilator is running ( Blue is running , Yellow is on standby)				
Show how to manoeuvre around the screen and identify what all the icons mean( locked symbol, figure diagram , home symbol , battery usage, lung symbol,alarm settings and information symbol )				
Identify what alarm is going off and being able to respond appropriately and silence if needed.				
Moving from 1 program to the next and identifying you are using the correct program.				
Being able to change the patient's circuits with ease for each program set.				
Doing learn circuit after each circuit change				

Adding O2 to the ventilator and knowing maximum amount the machine can deliver (30 L/min)				
Ensuring O2 is turned off when machine not in use.				
Identifying potential hazards with supplementary O2 being delivered through the ventilator				
Show safe practice with O2 sources (wall concentrator, cylinder, fire risk and time remaining on cylinder and storage of small cylinder.				
Discuss the importance of the leak valve in the single limb circuit and anti-asphyxia properties / replacement (if applicable)				
Demonstrate how to change the ventilator filter, leak valve, eco filter, HME and expiratory adaptor on the ventilator and know the frequency of when they all should be changed.				
Discuss setting up ventilator for travelling (placement of the machine, carry bag and external batteries (ie recharging in the car)				
Ventilator and humidifier supplies (maintaining and checking of supplies)				
Ventilator resources (guides and manuals) Make families aware of them and how to use them.				

Equipment <b>Oximeter Monitoring Checklist for staff</b>	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Show families how to turn portable oximeter machine off and on and manoeuvre around the programs				
Show how to check correct time and settings				
Show proper placement of sensors and ensure there is no interference with light signal (nail polish etc)				
Show how to recognize poor signals and tracings				
Show how to check battery reserves				
Show how to use internal oximeter on astral ventilator(if applicable)				
Show how recognize changes in clinical status of child (HR, RR, SaO2,SOB,colour),				
Ensure oximeter is up to date with servicing and ensure machine is wiped down weekly				

EQUIPMENT Nebuliser (if applicable) Checklist for staff	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Know the dose and frequency of the medication that they are going to be nebulising.				
Understand why your child needs the medication and the possible side effects of them.				
Show placement of nebuliser in the circuit and how to administer medication correctly				
Demonstrate the ability to prepare and administer medications safely				
Maintenance of nebuliser / cleaning /disposable/frequency of change.				
Nebulisation – performance on/off ventilator (if appropriate)				
Nebuliser troubleshooting (if appropriate)				



EQUIPMENT Checklist for staff Batteries (Internal and external)	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Show how the family can determine what form of power is being used on the astral				
Describe what the battery symbols on the front screen of the astral ventilator represent.				
Explain how often the internal and external batteries need to be changed and when.				
Show family how to determine how much usage the external battery has left. (blue and green lights)				
Explain to families where to check on the astral ventilator the amount of battery charge that is left for both internal and external batteries.				
Show how to determine the amount of life left in the external batteries (ie 400 cycles)				
Explain to families why we have the external batteries plugged in when the ventilator is in use				
Explain why it is important to discharge the external batteries to a certain level before 6 months				
Show how to tell if external battery is fully charged (Ensure full charge before an outing).				
Remind to switch external batteries after coming back from a walk so each battery is discharged to 40-60% over 6mths				

EQUIPMENT	Demonstrated to caregiver	Performed with support	Validated	
			Trainer (date & sign)	Caregiver (date & sign)
<b>Humidifier - MR850</b>				
Ensure the equipment is up to date and note when servicing of MR850 humidifier is due.				
Show how to set up the appropriate circuit with the humidifier that your child is using.				
Go over some of the common problems we encounter with the MR850 humidifiers(rainout and alarms etc )				
Go through some troubleshooting scenarios with the MR850 humidifier (faulty wires error messages, running out of H2O).				
Ensure the mode on the MR850 is set correctly for your patient (trache vs mask)				

EQUIPMENT Checklist for staff Servicing of ventilator & humidifier	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Ensure that the equipment is up to date and families are aware when equipment and batteries are due for service.(2 years – battery replacement for both internal and external batteries)				
Ensure batteries are clearly marked and assigned to the correct asset number.				
Ensure all surfaces of the equipment are maintained by wiping down regularly				
Ensure families are aware who they need to contact for their equipment				

<b>TRAVEL AND TRANSPORT Checklist for Staff</b>	<b>Demonstrated to caregiver</b>	<b>Performed with support</b>	<b>Validated</b>	
	<b>Trainer (date &amp; sign)</b>		<b>Trainer (date &amp; sign)</b>	<b>Caregiver (date &amp; sign)</b>
Recognise the additional challenges in transitions and transporting child				
Identify all equipment required for transport or travel				
Check equipment before transition and departing				
Run through emergency plan and what steps to take in an emergency				
Work out oxygen requirements for travel				
Demonstrate use of appropriate equipment and securing the child safely into a vehicle				

STAGED INDEPENDENCE	Demonstrated to caregiver	Performed with support	Validated	
	Trainer (date & sign)		Trainer (date & sign)	Caregiver (date & sign)
Independent with all cares (bedside)				
Accompany child on short trip within hospital				
Accompany child on trip to hospital grounds				
Accompany child on longer trip outside of home/hospital				
Independent outing(s)				
Independent night (in hospital)				
Independent leave (out of hospital)				