

# **SHIFT CHECKLIST for STAFF For Intubation**

- At the beginning of each shift, determine who will be the **INTUBATING TEAM**

(Two consultants (possibly anaesthetist), two nurses, one runner)

- **Establish roles**

(and decide which extra staff member will notify ICU once intubation has been planned to occur)

- **Review Plan** for intubation as a group and **PPE protocol** with your buddy (see Laminated info sheet)

**YOUR SAFETY FIRST**

# ■ Check COVID19 Equipment packs

## Circulation Pack

- 2 x cannula 20 G, 18 G and 16 G.
- 1 x 1L Normal (0.9 %) saline.
- 1 x Giving Set
- 1 x RICC (Rapid Infuser Catheter Set)
- 1 x Torniquet

## Emergency Front of Neck Access

### (eFONA) Pack

- 1 x Size 6 ETT with cuff
- 1 x Size 10 Scalpel
- 1 x Artery Forceps (Medium)
- 1 x Blue Gum Elastic Bougie (from Airway Pack)

## Airway Pack

- ETT Sizes 7 / 7.5 / 8
- 1 x in-line ETT Suction kit
- 1 x Lubricant sachet
- 1 x Blue Gum Elastic Bougie
- 2 x Cotton Ties
- 1 x End tidal CO2 Connector with universal connections
- 2 x Green Viral Filters
- 2 x 10 mL Syringe
- 1 x LMA size 4 and 5
- 1 x Disposable Intubation Blades size 3 and 4
- 3 x oropharyngeal airways size 2, 3, 4 (Green, yellow and red)
- 3 x nasopharyngeal airways size 7 / 8 / 9
- 1 x Magills Forceps
- 1 x Clamp for ETT
- 1 x BVM with PEEP Valve attached
- 2 x Face masks for BVM sizes 3 and 4
- 1 x Intubating LMA (Fast-trac)
- 1 x Scissors
- 1 x Stylet
- 2 x Clear Plastic Sheets
- 4 x Alligator Clips



# Correct use of PPE

## How to fit and remove personal protective equipment in the correct order

**FIT  
IN THIS  
ORDER**

1. Perform hand hygiene
2. Put on long sleeved fluid impervious gown
3. Put on appropriate mask i.e P2 (N95) or surgical mask – Refer to Quick Reference Infection Control Clinical Staff for decision on mask selection
4. Perform a fit check of the mask if wearing a P2 (N95)
5. Put on eyewear/ faceshield
6. Put on gloves

**REMOVE  
IN THIS  
ORDER**

1. Remove gloves
2. Perform hand hygiene
3. Remove gown
4. Perform hand hygiene
5. Remove protective eyewear/faceshield
6. Perform hand hygiene
7. Remove Mask
8. Perform hand hygiene

For further information refer to your local Infection Control Unit.