Use and Cleaning of Re-Useable Suction Equipment

1. **Purpose**

   Where service users require re-useable suction equipment as part of their support, this procedure provides guidance on using and cleaning the suction equipment.

2. **Use of Suction**

   - Staff should be trained in the Use of Suction Equipment and follow the individual’s Support Plan for guidance.
   - Ensure that suction tubing is placed on the correct connection.
   - Do not overfill the reservoir.
   - Do not allow the suction jar to become more than two thirds full.
   - Antiseptic solutions must not be placed in the suction jar.
   - If the suction is continuous then the tubing and machine must be changed when the jar is two thirds full or there has been a break in the suction line.
   - Suction Catheters are not a reusable device and must be used once only.

3. **Cleaning and Storage**

   - All staff using reusable suction equipment are responsible for cleaning and decontamination following its use and will be trained in how to do this. The individual’s support plan will detail the cleaning and decontamination process.
   - Dispose of aspirated contents from the suction jar and decontaminate the jar in accordance with manufacturer’s instructions after use.
   - All suction equipment must be thoroughly cleaned and decontaminated in accordance with manufacturer’s instructions after each use and stored dry. Suction catheters and tubing should be attached only at the time of use.
   - Staff training in the decontamination of reusable suction equipment will be incorporated into update training required to fulfil job descriptions and annual appraisal.
• All suction equipment should be services every 12 months to ensure it is working correctly and details of this service will be documented on the Medical Device Register.

• All reusable suction devices will be documented on the Medical Devices Register and listed under the individual names.