

# TRANSOESOPHAGEAL ECHOCARDIOGRAPHY CHECKLIST

SIGN IN <i>To be completed by the nurse on admission to procedure room prior to administration of sedation or commencing procedure</i>	MEDICATION CHECK <i>To be completed prior to the administration of medication</i>	SIGN OUT <i>To be read out loud by the assistant before anyone leaves the procedural area</i>
<input type="checkbox"/> Confirm all individuals have introduced themselves. <input type="checkbox"/> Confirm patient identity and procedure.		
<b>Clinical Setting:</b> <input type="checkbox"/> Elective <input type="checkbox"/> Emergency		
<b>Check consent taken:</b> <input type="checkbox"/> Yes <input type="checkbox"/> Unable, document best interest decision		
<b>Does the patient have a known allergy?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes, specify:	<b>Are there any contraindications to the administration of intravenous sedation?</b>  <input type="checkbox"/> No <input type="checkbox"/> Yes	<b>Scope removed and patient clinically stable?</b>  <input type="checkbox"/> No <input type="checkbox"/> Yes
<b>Confirm the following have been attached:</b>  <input type="checkbox"/> Oxygen (2L/min) via nasal cannula. <input type="checkbox"/> BP, pulse oximetry and ECG monitoring.		<b>Intravenous cannula flushed?</b>  <input type="checkbox"/> N/A <input type="checkbox"/> Yes
<b>Has lidocaine throat spray been administered?</b> <input type="checkbox"/> Yes <input type="checkbox"/> N/A (patient ventilated)		
<input type="checkbox"/> Confirm suction available and working.		
AFFIX BAR CODED PATIENT LABEL HERE		<b>Signatures (print name)</b>  Cardiologist:  Nurse:  Supervisor:
		Specialty Documents 

# TRANSOESOPHAGEAL ECHOCARDIOGRAPHY CHECKLIST

This LocSSIP applies to all TransOesophageal Echocardiogram (TOE) procedures undertaken in CDDFT.

## **Must-do procedural steps**

1. To ensure compliance with best practice:
  - a. CDDFT's TOE procedural checklist **must** be used.
  
2. To ensure the patient is monitored and the risk of procedure-related hypoxia is minimized:
  - a. The patient **must** receive oxygen via nasal cannula
  - b. The patient's blood pressure, oxygen saturations and ECG **must** be monitored during the procedure.
  
3. To ensure patient comfort is maximised during the procedure:
  - a. Local anaesthetic throat spray **must** be used unless the patient is unconscious and ventilated.
  
4. To ensure that the appropriate emergency equipment is available:
  - a. The nurse **must** confirm that suction is present and working before the procedure is commenced.
  
5. To ensure that patient safety is maintained when sedation is given:
  - a. Contra-indications to sedation **must** be excluded before administration.
  
6. To ensure that residual sedative drugs do not remain in the cannula following the procedure:
  - a. Any cannula used during the procedure **must** be flushed before the patient leaves the procedural area.

Associated guidelines: Acute and Emergency Care Area LocSSIP describing all NatSSIP principals which apply to this invasive procedure and checklist.