

NURSING PROTOCOL AND PROCEDURES

Procedure: Seating Protocol	Subject: Seating during meals
Performed by: RN, DSP, Caregivers	Date Written: August 2019 Prepared By:

General: Swallowing occurs in phases. These occur rapidly. Impairment at any phase can lead to choking and/or aspiration. Good posture while eating and drinking is essential. A stable upright and well-aligned position allows more energy and effort to be concentrated upon the actual process of eating, drinking and swallowing. Anyone who eats or drinks in an awkward position can become at risk of inhaling food and/or fluid, or even choking. Following orders for modified food textures and liquid modifications are extremely important.

REMEMBER: Mary has orders for pureed food and honey consistency liquids. Mary is not to have breads or milk. Mary does not like tomato based foods sauces.

Procedure:

1. Mary consumes most of her nutrition by G-tube. However, daily she is given the choice to eat by mouth or G-tube. Mary has food cards with her favorite things to eat. Those cards are to be shown to her so that she can indicate a food preference.
2. Once food and liquids are prepared per order, Mary likes to sit with her friends during mealtime. If the room is too noisy, offer Mary a quiet area to eat her meal. Noise can cause her to become anxious.
3. Mary is to be seated in her wheelchair at a 45 degree angle. She should be straight, head up, looking forward.
4. Staff should be sitting directly in front of Mary or just slightly to the side. You should have clear view of Mary's face. You need to monitor Mary's facial expressions during meals.
5. Head centered over the shoulders with an elongated neck, in a relaxed, upright and slightly chin-tuck position.
6. Have equipment and utensils positioned within easy reach. Once food is ready, you should be prepared and have everything needed. Never leave Mary during meal, if you need something, call for other staff to assist.
7. Food should be presented to Mary using her special brown spoon, which allows a smaller amount to be offered.
8. Allow time for Mary to swallow, then swallow again before offering another bite.
9. Do not rush Mary through a meal. She requires time to eat by mouth safely.

10. Mary is unable to use a straw, honey consistency liquids will be spooned into the mouth.
Offer a bite of liquid between foods.
11. At the end of the meal, encourage Mary to swallow several times.
12. Check mouth for food pocketing, offer more liquids and encourage swallowing.
13. Mary is to remain upright for 1 hour after meal.
14. Report immediately any of the following to nurse: coughing during or after meal, excessive drooling, teary eyes, noisy breathing, gurgling sounds, gagging, vomiting, sudden change in breathing. Put Mary in an upright position until she can be assessed.

Approved

by/date: _____

physician

Approved by/ Speech Pathologist

Read/Trained by Staff:

Date:

Nurse Trainer: _____

