

Guidelines for Creating a Feeding Tube Policy

- I. Create a policy statement that describes the need for a Feeding Tube Policy. The policy should address how health and safety will be ensured.
- II. Include key points in your policy and how they will be addressed throughout your agency.
 - Employees/staff working with an individual who uses a feeding tube must receive general training on feeding tubes. Identify who will provide the general training.
 - Employees/staff working with an individual who uses a feeding tube must receive person-specific training on each person's unique feeding program. Identify who will provide the person-specific training.
 - Describe how training effectiveness will be measured and how competency will be demonstrated by trained employees/staff before they work with individuals who use feeding tubes. Identify who will be able to assess competency.
 - Explain how the agency will assure that only employees/staff who have demonstrated competence will be able to support individuals who use feeding tubes. This includes the proper documentation to support the attainment of competency by staff. State who will be responsible for assuring appropriate staff assignments and related documentation.
 - Describe what documentation must be present in order to support a person with a feeding tube (e.g., physician order for nutrition and fluids, type of tube currently placed, frequency of evaluations, frequency of feeding tube changes). State who will be responsible for assuring that needed medical documentation is in place.
 - Describe what supports and services will be provided in regards to assessment, care planning, and coordination of services. Identify who will be responsible for assuring supports and services are provided.
 - Create standards for evaluation that will coincide with best medical practices, e.g., people with feeding tubes should be evaluated at least annually (or more if necessary) by a gastroenterologist, specialized supports such as therapists, nutritionists, or physicians will be secured as necessary. State who will be responsible for evaluation of best medical practices and care.