

Title of WI: Nebulisers

Custodian: Group Managing Director

Version Number: 03

Issue date: 03.06.26

Review date: 03.06.29

**WORK INSTRUCTION (WI)**

<b>Title of WI</b>	Nebulisers		
<b>What type of document is this?</b>	Work Instruction	<b>WI Reference Number</b>	HHH-W.I-025
<b>Purpose of WI</b>	To ensure that all employees who work with the relevant customers have the competency and knowledge to support with the administration of nebulisers		
<b>Role</b>	<b>Responsibility</b>		
Regional Clinical Lead	Deliver up to date and accurate training on nebuliser administration to branch employees in Train the trainer – level 1 delegated sessions. Provide support and guidance where required.		
Carer	Responsible for administering nebulisers in accordance with the support plan. Report any concerns to the manager and/or a healthcare professional.		
Branch Employees	Remain compliant with the Train the Trainer – level 1 delegated training to ensure that training and support plans are up to date and accurate. Ensure that only competent employees care for customers requiring nebuliser administration.		
<b>Scope of WI</b>	This work instruction applies to the safe preparation, administration, and documentation of nebulisers for customers by authorised Helping Hands employees. It also outlines required employee training, competency, and compliance requirements.		
<b>1.0 Purpose</b>	<p>A nebuliser is a medical device that turns liquid medication into a fine mist that you breathe directly into your lungs through a mouthpiece or face mask. The mist penetrates the airways allowing the drug to be quickly absorbed by the alveoli. The advantage of nebulisers is that they deliver more of a drug directly into the lungs than</p>		

***“Helping people live well in the homes and communities they love”***

Helping Hands: Public

**WORK INSTRUCTION (WI)**

standard inhalers because of the mist particles generated. They also do not need any co-ordination to deliver medication into the lungs unlike inhalers.

Nebuliser administration is a level 1 delegated health care activity in Helping Hands. A competent member of branch employees must complete all customer reviews, develop and maintain the support plan, and train, assess, and formally sign off carer competencies.

**2.0 Process**

- 2.1 Complete hand hygiene / wash and dry hands
- 2.2 Explain the procedure to the customer and gain their consent.
- 2.3 Support the customer to sit in an upright position, either sitting in a chair or in bed.
- 2.4 Check the support plan to ensure that you are administering the correct dose of medication at the correct time.
- 2.5 Administer one drug at a time unless specifically instructed otherwise by the customers GP.
- 2.6 Assemble the nebuliser as per the manufacturer's instructions
- 2.7 Add the prescribed medication to the nebuliser chamber.
- 2.8 Attach the mouthpiece or mask to the nebuliser machine via the tubing (If the customer is prescribed oxygen, this should not be discontinued while the nebuliser is in progress unless instructed otherwise by the customers GP) and turn the machine on.
- 2.9 As the customer to hold the mouthpiece between the lips or apply the facemask and take slow deep breaths.
- 2.10 The nebuliser should continue until all the medication in the medication chamber is completed. (4mls of medication takes approximately 10 minutes depending on the machine used).
- 2.11 Turn the machine off and wash the mask or mouthpiece and the nebuliser chamber in hot soapy water, rinse thoroughly and leave to air dry.

Title of WI: Nebulisers

Custodian: Group Managing Director

Version Number: 03

Issue date: 03.06.26

Review date: 03.06.29

**WORK INSTRUCTION (WI)**

<p>2.12 Document the procedure in the customer’s visit record notes and complete the EMAR.</p> <p>2.13 Escalate any concerns using a customer notification form.</p>		
<p><b>TRAINING</b></p> <p>Is training required?</p>	<p>Yes - Sign off training can be achieved by completing the online Learning Management System (LMS) module followed by a face-to-face competency sign off with a Regional Clinical Lead or registered healthcare professional i.e., District Nurse.</p>	
<p><b>COMPLIANCE</b></p> <p>How is compliance with this document going to be monitored?</p>	<p>Annual competency assessments with practical sign off with Regional Clinical Lead or another Registered Nurse.</p>	
<p><b>PROCEDURAL INFORMATION</b></p>		
<p>Changes since previous version</p>	<p>Detail of Level 1 intervention Wording corrected to remove title of live in manager</p>	
<p>Who was involved in developing /reviewing/amending the document? (list titles)</p>	<p>Clinical Manager</p>	
<p>How confidential is this document</p>	<p>Public</p>	<p>Can be shared freely within and outside of Helping Hands</p>
<p>References</p>	<p>NICE (2017) Medicines Optimisation (NG67)</p> <p>NMC (2018) The Code: Professional standards of practice and behaviour</p>	

***“Helping people live well in the homes and communities they love”***

Title of WI: Nebulisers

Custodian: Group Managing Director

Version Number: 03

Issue date: 03.06.26

Review date: 03.06.29

**WORK INSTRUCTION (WI)**

	Health and Social Care Act 2008 (Regulated Activities) Regulations 2014
Associated Documents	<i>HHH-POL-092-Clinical Governance</i> <i>Clinical Training Flow Diagram v3</i>

CONTROLLED DOCUMENT

**“Helping people live well in the homes and communities they love”**