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| Competency Evaluation Tool for Gastrostomy (G) or Jejunostomy (J) Tube ‘Continuous Feeding’ |
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| **Name of Individual:**        |
| **Type of G or J Tube:**        |
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|  | Pass (P), Fail (F), N/A | Comments | Procedure for Continuous Feedings: |
|  |  |  | The Certified staff: |
| 1. |       |       | Checks the Health Care Provider (HCP) Orders and/or Protocol. |
| 2. |       |       | Washes hands. |
| 3. |       |       | Gathers equipment (e.g., ordered formula, 20 mL [or other amount of water if specifically ordered], water [or other HCP Ordered liquid], syringe, etc.) for flush. |
| 4. |       |       | Informs individual what is being done. |
| 5. |       |       | Positions individual in the correct position. |
| 6. |       |       | Marks ‘new’ feeding bag or bottle with current date and time. |
| 7. |       |       | Fills ‘new’ feeding bag with no more than four (4) hours’ worth (unless otherwise ordered by the HCP) of formula. |
| 8. |       |       | Primes tubing of ‘new’ feeding bag and then clamps the Tube. |
| 9. |       |       | Clamps ‘old’ feeding bag tubing prior to removing ‘old’ feeding bag from feeding pump. |
| 10. |       |       | Connects ‘new’ feeding bag tubing to feeding pump and sets desired rate on pump. |
| 11. |       |       | Clamps/pinches G or J Tube before unplugging or disconnecting tubing. |
| 12. |       |       | Removes plug or disconnects feeding (if using plug, places plug so that it remains free of contamination). |
| 13. |       |       | Separates barrel from plunger of syringe. |
| 14. |       |       | While G or J Tube is still clamped or pinched, places tip of syringe into G or J Tube and pours HCP ordered amount (e.g., 20 mL) water (or other HCP ordered liquid) into barrel of syringe. |
| 15. |       |       | Unclamps G or J Tube and allows water to slowly enter stomach/intestine by gravity or follows HCP Order/Protocol. |
| 16. |       |       | Clamps/pinches G or J Tube just prior to syringe being completely emptied. |
| 17. |       |       | Connects G or J Tube to ‘new’ feeding bag tubing and unclamps Tube. |
| 18. |       |       | Rechecks setting on the feeding pump and turns pump on. |
| 19. |       |       | Documents that the feeding has been hung, the rate of the feeding, and how the individual tolerates the procedure. |

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| Based on this Competency Evaluation Tool, I, as approved Trainer (RN or HCP), have determined that the Certified Staff named below is competent to administer Continuous Feedings via the G or J Tube to the **identified Individual**. |
| Date:  |       | Trainer’s Printed Name: |       |
| Certified Staff’s Printed Name: |       | Trainer’s Signature: |       |
| Certified Staff’s Signature: |       | Trainer’s Contact Information: |       |
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