

Bronchoscopy: Suite Operations Resource & Reference Guide (Respiratory Therapy)

Site Applicability

St. Paul's Hospital, Mount Saint Joseph Hospital

Practice Level

Respiratory Therapist, Registered Nurse

DOCUMENTATION & CHECKLISTS:

Documentation:

- For Bronchoscopy: [Cerner](#)
- For Chest tubes: [Cerner](#)
- For adverse reactions, unanticipated events, or equipment/supply issues: [PSLS](#) and [Product Concern form](#) (if applicable)

Checklists:

- Time-Out Checklist (to be done by team in Bronchoscopy Suite at start of case): [Bronchoscopy Time-Out Sheet](#) (*laminated copy to remain in room*)
- Bronchoscopy Pre-procedure Checklist (to be done by MSSU RN/Ward RN/Surgical Day Care RN): [Cerner](#)
- Chest Tube Checklist (to be done by MSSU RN/Ward RN): [Cerner](#) – [\(SPH only\)](#)

Policies and Procedures:

- [Procedural Sedation Protocol](#)
- [Chest tubes \(Urgent/Emergent\)](#) – [SPH Only](#)

PROCEDURE SCHEDULING PROCESS:

SPH – Suggested Booking Time (estimated amount of time patient is in procedure room):

- Standard Bronchoscopy.....60 minutes
- Bronchoscopy + Radial (Mini) Probe.....75 minutes
- Bronchoscopy + Linear EBUS.....90 minutes
- Bronchoscopy+ Linear EBUS & Radial Probe.....90 minutes
- Thoracentesis.....45 minutes
- Chest Tube insertion (including PleurX).....45 minutes

SPH – Procedures per Day:

- The principle is to routinely perform four cases per day
- NOTE: *it may only be possible to do three cases per day when all three are EBUS procedures:*
 - x 4 Any combination of bronchoscopy/chest tube/thoracentesis
 - x 3 EBUS
 - x 2 EBUS + x2 bronchoscopy/chest tube/thoracentesis
 - Additional cases will be scheduled in if time permits
- x 2 cases in the morning (approx. 0830/1000) and x 2 cases in the afternoon (approx. 1200/1330)
- Cases should start when suite is available after previous case moves out. If it is anticipated that a case will not start on time the bronchoscopy RN will inform the Respiriologist of the delay
- Cases that will require staff to stay past their regularly scheduled hours of work must be pre-approved by:
 - Patient Care Manager (for RN)
 - Site Leader or Professional Practice Leader (for RT)

SPH – Outpatient Scheduling:

- Booked by Pacific Lung Health clerk into Cerner
- Bronchoscopy suite has x 2 MSSU beds (0830/0930) Monday-Friday plus a 1300 bed on Thursday
 - Out-patient CT-guided lung biopsies are booked into a Bronchoscopy MSSU bed but procedure is done in radiology, so the suite can be used for in-patient procedures at that time

- Patients check-in at MSSU at 0730/0800; they are not given a specific procedure time
- Patients coming from another facility/hospital are booked as outpatients
- Any MSSU beds not booked for Bronchoscopy procedures by noon the previous day, the beds are given up to other MSSU needs; the reverse is also true (i.e. if it is after 1200 and an attending wants to book an outpatient for the next day, MSSU can be consulted to see if extra beds are available)
- Research bronchoscopies are scheduled such that clinical procedures are not impacted

SPH – Inpatient Scheduling:

- Requests entered in Cerner
- Inpatient cases are booked around outpatients where possible and moved as needed
- Schedule subject to change based on case lengths and adverse patient events
- Outpatients may be cancelled at the discretion of the Respiriologist to accommodate urgent inpatients

SPH – After-Hours Scheduling:

- Bronchoscopy suite is only to be used for procedures during operational hours when a critical care RN is present
- For urgent bronchoscopy after hours, Respiriologist attending should speak with ICU attending to arrange for procedure to be done in a critical care area with borrowed RN and RT
- For urgent chest tube, refer to [Chest Tube Insertion: Urgent/Emergent at SPH](#) algorithm

MSJH – Suggested Booking Time (estimated amount of time patient is in procedure room including setup and clean time):

- Standard Bronchoscopy.....1h 45 minutes

MSJH – Procedures per Day:

- The principle is to routinely perform three cases per Wednesday morning

MSJH – Outpatient Scheduling:

- Booked by Surgical Day Care into Cerner

MSJH – Inpatient Scheduling:

- Request to Branch Physician and Booked by Surgical Day Care into Cerner

MSJH – After-Hours Scheduling:

- After-hours bronchoscopy should be discussed with Branch Physician/HAU Physician/Respirology SPH

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