Suction Pump Order Checklist

Please provide the following documentation when ordering a suction unit:

- Patient demographic information
- Face-to-face chart notes documenting inability to clear secretions safely (e.g., tracheostomy, neuromuscular disease, ALS, stroke with dysphagia, ventilator dependence)
- Frequency of suctioning needed (e.g., several times per day)
- Caregiver trained or training arranged for safe suctioning at home
- Suction Standard Written Order (SWO) required elements:
  - Patient name
  - Order date
  - Suction unit ordered (stationary / portable) plus concurrent supplies
  - Catheter size (Fr), canisters, tubing, sterile water
  - Quantity to be dispensed
  - Treating practitioner name or NPI & signature
  - SWO date must be on or prior to delivery date and on file prior to billing

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