



**Gastrostomy Tube Feeding Documentation
 Record/Log**

Name _____ Birthdate _____ Grade _____
 School _____ School Year _____

Feeding Instructions/Orders

Name of Formula _____ Volume to be given _____ ml
 Flow Rate: _____ ml/hour Pump to be used: *Yes *No Type of Device: *Button *PEG/Tube
 Volume of water to be given before feeding _____ ml Volume of water to be given after feeding _____ ml
 Feeding time _____ Start Date _____ End date _____
 Position during feeding _____ Position after feeding _____
 Medication* to be given ____ before feeding ____ after feeding ____ N/A ***Document on Med. Adm. Record/Log**
 Other instructions _____

Staff Trained to Give Feeding

Name	Title	Initials

Safety Checklist

1. Tube Feeding Emergency Action Plan attached (copy).
 - Properly completed and signed.
 - Original form to school Nurse.
2. Formula/feeding solution in properly labeled container from pharmacy or store.
3. Tube feeding solution kept refrigerated, as needed.
4. Tube feeding formula/solution not expired.
5. Tube feeding formula/solution is room temperature at time of feeding.

Documentation Instructions/Procedure

1. Complete Safety Checklist above.
2. Document time and initials in appropriate box when tube feeding is given.
3. Document reason, using codes in adjoining box, and initials when tube feeding is not given, as ordered. E.g., A=absent
4. Document date, time, content, and initials of all contact with parent/guardian and/or provider about tube feeding and/or related concerns in comments section.

Documentation Codes – Reason Feeding not Given

- A** Absent
- D** Discontinued
- E** Early dismissal
- F** Field trip
- L** Late arrival
- N** None available (Notify parent/guardian, record contact.)
- O** Omitted (Explain reason in comments section.)
- R** Refused (Describe in comments section.)
- X** No school (holiday, inclement weather, etc.)

School Nurse _____ Date _____

*** Request for Specialized Nursing Service uploaded in student health record**

*** Documentation of staff training on file in nurse's office**

