

# Patient information

## Hard collar - discharge care plan

Patient's name: ..... Date of injury: ..... / ..... / .....

Date of discharge: ..... / ..... / ..... Consultant: .....

Consultant's secretary telephone number: .....

Diagnosis and patient-specific care requirements: .....

.....

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Collar size: ..... Sent with second collar and/or spare set of pads? Yes ☐ No ☐

### If you have any concerns:

- during office hours (Monday to Friday, 9am–5pm) contact the patient's consultant's secretary on the number listed above;
- outside of office hours, please telephone the hospital Switchboard on **01284 713000** and ask to medic bleep, the **Orthopaedic Registrar on call/ Advanced Clinical Trauma Practitioner or Trauma Practitioner**.

They can then advise you on the best course of action and whether an immediate review or a clinic appointment for review is most appropriate.

### The purpose of a collar

- The purpose of a collar is to support the spinal column, and supporting structures such as the ligaments and muscles, from loads and stresses that can cause pain and movement of the neck bones.
- It maintains the bone alignment and limits the movement in your neck whilst the bones and ligaments heal.

**It is very important to wear your collar as advised.**

**You have been fitted with an Aspen Vista collar.** This is a one-size-fits all collar, with a yellow button on the front panel. This is used to adjust the size of the front panel, and this will be done in hospital – it does **not** need to be adjusted by you once you have been discharged home.

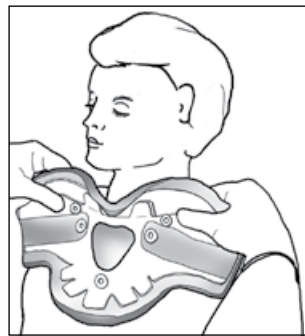
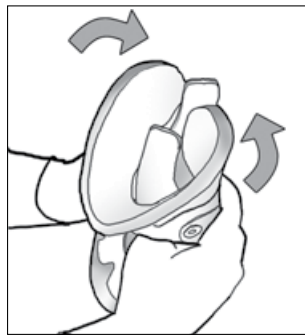
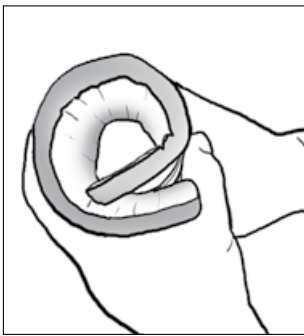


The position you need to be in to change your collar is:

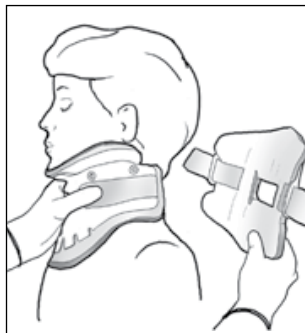
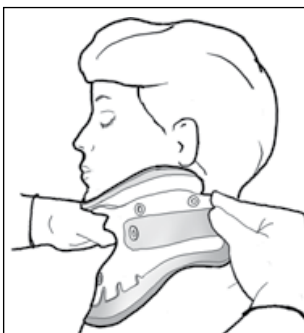
Lying ☐ Sitting ☐ Head hold? Yes ☐ No ☐

### Putting on the hard collar when the patient is upright:

- 1 Roll up the back panel.
- 2 Roll the front panel sides inwards.
- 3 Flare the side of the front panel out. Then position the chin piece directly under the chin.

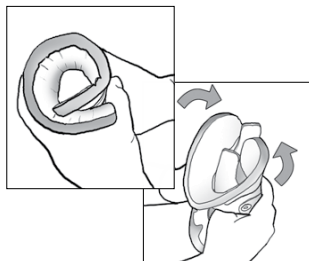


- 4 Push the sides up and over the shoulders and around the neck.
- 5 Hold the front panel and center the back panel.
- 6 Attach the back panel to the front using the Velcro.



## Putting on the hard collar when the patient is lying flat:

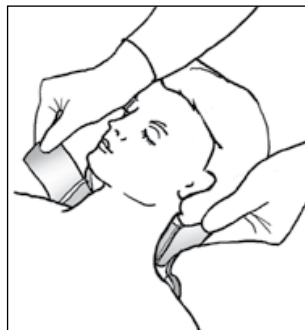
1 Roll up the back panel and roll the front panel sides inwards.



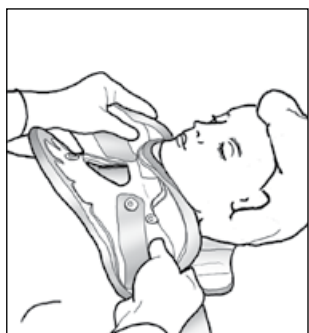
2 Fold the Velcro strap of the back panel, then place it under the neck.



3 Press down on the back panel and push it under until centred under the neck.  
Each Velcro strap should come to the same position, centred between the ear and the top of the shoulder.



4 Flare the side of the front panel out. Then position the chin piece directly under the chin.



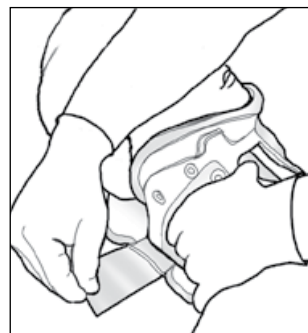
5 Push the sides up and over the shoulders and around the neck.



6 Hold the front panel in place and attach the back panel.



7 The patient's head should be kept in neutral alignment.



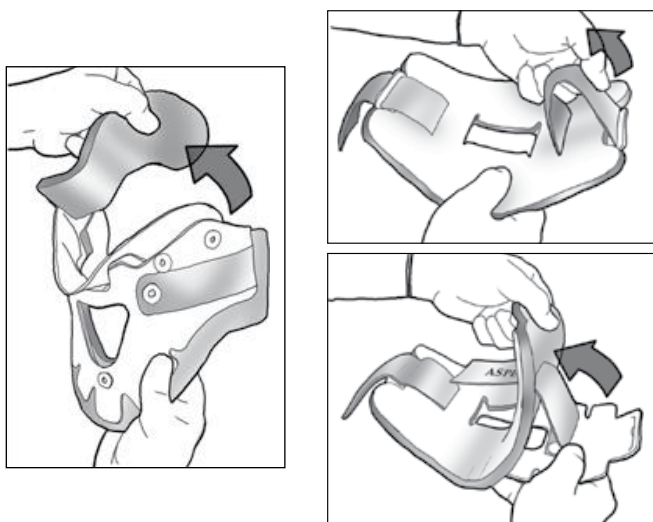
## Care and maintenance

- Remove the collar at least daily to allow cleaning of the patient's neck and observation for pressure ulcers. These should be reported to the patient's consultant and should be cared for the same as any other broken pressure area. Always ensure that the skin is completely dry before re-applying the collar.
- Always ensure that the collar is fitted tightly and correctly – adjust when necessary.
- Check chin, ears and back of neck for signs that the collar is ill-fitted, loose or rubbing on the skin.
- The patient's chin should be flush with the end of the collar chin piece. It is okay if the patient's chin is not touching the chin piece.
- The back panel should be centered, with the back Velcro straps symmetrical

- The pads on the collar can be removed and replaced or washed as appropriate.
- The pads can be hand-washed only with a mild soap and warm water. Ensure they are completely dry before replacing in the collar.
- If the patient is bed-bound, get help when log-rolling the patient to clean and assess their skin at the back, including behind the collar.
- If the patient is cooperative and sitting, you may be able to remove the collar and clean their neck alone with the patient keeping their neck still.

## Removing the pads

The front and chin pads are removed simply by peeling them off the Velcro dots. To remove the back-panel pad, first pull the grey loop straps through the plastic slots. The pad can now be peeled off the Velcro dots and slid off the loop straps.



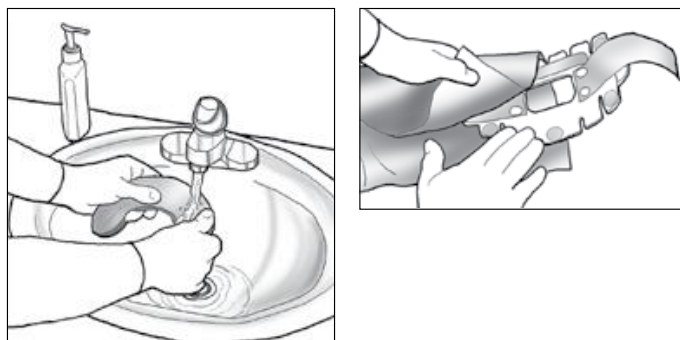
Please ask if you need this leaflet in an alternative format.

**Important:** For optimum patient hygiene, the pads should be changed and washed if they become moist or have an odor. Check the pads every 12 hours or according to hospital protocol.

## Cleaning the pads and collar

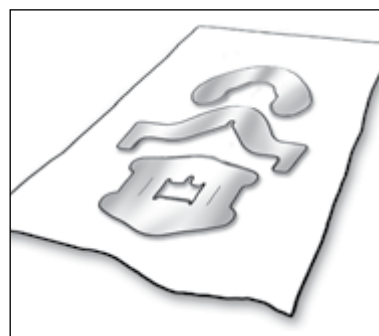
Hand-wash the pads with mild soap and warm water. Do not machine wash or use bleach. Rinse thoroughly.

**Note:** The plastic shell of the collar can be wiped with mild soap and water. Rinse and towel dry before re-attaching the pads.



## Drying

Squeeze out excess water by pressing the pads with a towel. Allow to completely air dry by laying them on a towel. Do not use heat to dry. Use replacement pads during the drying time.



For more information on the correct application and fitting of the Aspen Vista collar go to [www.aspenmp.com](http://www.aspenmp.com)