



Patient Name: _____

Goal: Patient / Caregiver will demonstrate proper preparation and administration of prescribed therapy.

Dr. _____ has prescribed the following medication for you
(med/dose/route/frequency):

TO PREPARE / CONNECT THE MEDICATION:

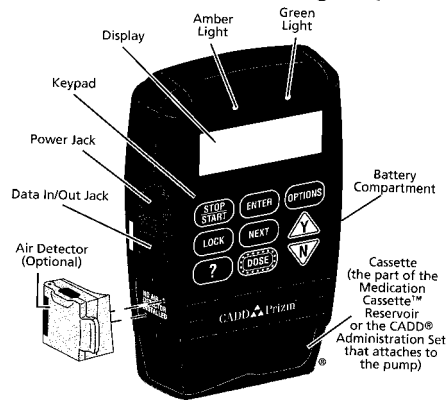
1. **Wash hands** with soap and water. Dry with paper towels or clean towel.
2. **Clean** a well-lit area for preparation of the medication(s).
3. **Gather** the following **supplies**:

- 1 -IV medication bag / cassette w/
attached tubing at room
temperature

Key to unlock cassette

- CADD Prizm Pump**
- 9 Volt battery (change as directed)**
- SQ Needle**
- Tegaderm**
- Tape**
- Alcohol Wipes**
- Sharps Disposal Container**
- Wastebasket**

CADD-Prizm® Pump (Diagram)



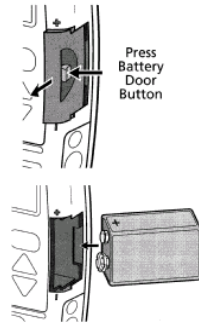
4. **Inspect** IV Medication bag / cassette label for your name, drug name and the expiration date. If any are incorrect, contact the NELC pharmacist immediately.

5. Stop the pump:

- a. Press the “**stop/start**” key.
- b. When you see “**stop the pump?**” Press “**Y**”

6. Install new battery

Pump will complete a “power up sequence of self testing”. When finished, “**Power Up Successful**” will appear on the screen & 6 beeps will sound.



7. Close the clamp on the old medication tubing.

8. Remove the used medication cassette/bag from the pump.

- a. Insert key and turn the lock **clockwise** one-quarter turn.
- b. Remove the cassette/reservoir adapter from the pump.

9. Remove the SQ needle from the the SQ site. Disconnect the SQ needle set from the medication cassette/bag tubing and discard the needle into the Sharps Disposal Container. Discard the empty medication cassette/bag into the trash.

10. Attach the new medication cassette/bag to the pump by inserting the cassette hooks into the hinge pins on the pump.

Description of the Keys



Starts and stops the pump and silences alarms.



Used by the clinician.



The “Help” Key — explains what you see on the display.



Used by the clinician.



Advances you from one screen to the next and silences some alarms.



Lets you give yourself a dose of medication, if allowed.



Used by the clinician.



Lets you answer yes to a question on the pump's display.



Lets you answer no to a question on the pump's display.



11. Place the pump upright on a firm, flat surface. Press down so the cassette fits tightly against the pump.
12. Insert the side of the key or coin into the latching button, push in, and turn **counterclockwise** until the mark on the latch lines up with the solid dot. Pump screen will read **“Admin Set Latched”**. Press **“Next”** to continue.
13. Connect sub Q needle set to the end of the cassette leaving the protective cover on the needle.
14. After attaching the cassette / tubing adapter to the pump, press the **“NEXT”** button. **“Do you want to reset the “RES VOL”?** will appear. (This screen will only show for 30 seconds). Press **“Y”** to reset the **“Res Vol”**. **If you miss the chance (within 30 seconds) to reset the “RES VOL”, then remove the cassette / tubing adapter from the pump, wait 30 seconds then reattach it and follow the above instructions again.**
15. **“PRIME TUBING?”** will appear on the screen. Press the **“Y”** button. Open all clamps. Press and hold the **“Y”** button until the tubing is fully primed or until priming stops. Repeat this step until the tubing and attached fully primed. When priming is finished, press **“N”** button. Close clamp on Medication Tubing.
16. Cleanse a new Sub Q site with an alcohol wipe. Let site dry completely. Insert new needle. Cover with an occlusive dressing as directed..

TO BEGIN THE INFUSION:

1. **“START THE PUMP?”** will appear on the screen. Press the **“Y”** button.
2. **“Starting pump...”** will appear on the screen. The pump will automatically review and display the programmed settings. Once review is completed, press **“NEXT”** to
3. **“RUNNING”** will appear on the screen. The green light will blink, and fluid delivery will begin as programmed by your clinician.

That’s It!!! Great Job!!!

POINTS TO REMEMBER:

- The battery should be changed every _____.
- If refrigerated, remove your medication from the refrigerator 2-8 hours in advance to warm up to room temperature.
- 2ml/hr is the maximum volume for a Sub Q infusion.
- The SQ needle needs to be changed every 72 hrs or if any redness, swelling or pain at the site is experienced.

- If any medication is left in the cassette/bag, cut the tubing and let the medication drain into the sink.

ALARM MANAGMENT:

Refer to the Patient Information Manual for Alarm troubleshooting.



New England
Life Care

Home Infusion Therapy Services

**Subcutaneous Medication Administration
Using
The CADD Prizm / PCA Mode
(abbreviated instructions)**

1. **Wash hands.**
2. **Gather** the following **supplies**:
 - 1 - IV medication bag / cassette w/ attached tubing
 - SQ Needle
 - Key to unlock cassette
 - CADD Prizm Pump
 - 9 Volt battery (change as directed)
 - Alcohol Wipes
 - Sharps Disposal Container
 - Non-Sterile Gloves (if directed)
 - Wastebasket
3. **Stop the pump.**
4. Close the clamp on the old medication tubing. Close the clamp on your IV Catheter, if instructed to do so.
5. **Disconnect** the used medication cassette/bag from the IV catheter.
6. **Remove** the used medication cassette/bag from the pump.
7. **Attach** the new medication cassette/bag to the pump.
8. **Attach** the SQ Needle to the end of the cassette tubing.
9. **Reset** the Pump Program.
10. **Prime** the SQ Needle set.

BEGINNING YOUR INFUSION:

1. **Clean** the SQ Injection Site with an alcohol wipe.
2. **Insert** the SQ needle into the Injection Site. Secure with a dressing as directed.
3. Make sure all clamps on the Medication IV Tubing are open.
4. Turn the pump **“ON”**.

POINTS TO REMEMBER:

- The battery should be changed every _____.
- If refrigerated, remove your medication from the refrigerator 2-8 hours in advance to warm up to room temperature.
- 2ml/hr is the maximum volume for a Sub Q infusion.
- The SQ needle needs to be changed every 72 hrs or if any redness, swelling or pain at the site is experienced.
- If any medication is left in the cassette/bag, cut the tubing and let the medication drain into the sink.

ALARM MANAGMENT:

Refer to the Patient Information Manual for Alarm troubleshooting.