



1. Gather supplies in a clean, well-lit area:
 - Medication bag
 - Tubing set
 - 2 Normal Saline syringes
 - 1 Heparin syringe
 - Alcohol wipes
2. Check **medication label** for correct patient name, medication and expiration date.
3. **Wash hands**
4. Mix medication if indicated (see additional instructions). You may need additional supplies
5. Open tubing package:
 - Tear off paper tape
 - Move Roller Clamp half way down tubing and roll tightly to close
6. Attach tubing to medication bag:
 - Pull rubber cover off port on medication bag
 - Remove plastic cover from spiked end of tubing
 - Push spiked end of tubing into medication bag port
7. Prime medication tubing:
 - Squeeze and release tubing drip chamber until it is half full of fluid
 - Slowly open Roller Clamp to allow fluid to flow through the tubing
 - Keep protective cover on end of tubing in place
 - Close Roller Clamp quickly once fluid appears at the end of the tubing
 - Drape the tubing over the IV pole
8. Flush IV catheter with Normal **Saline**:
 - Remove syringe from wrapper
 - Hold syringe upright and push on plunger to break seal
 - Remove protective cover from syringe
 - Do not contaminate tip
 - Hold syringe upright and gently push on plunger to expel air
 - Scrub IV end cap with an alcohol wipe for 15 seconds
 - Push and screw syringe into IV end cap
 - Gently flush solution through IV catheter
 - Remove syringe from IV end cap and discard

S

9. **Administer Medication:**

A

- Scrub IV end cap with alcohol
- Remove protective cover from the end of medication bag tubing
- Push and screw tubing into IV end cap
- Open roller clamp to allow for a 'drip rate' of ____drip/____seconds
- Infusion will take _____minutes to complete

10. When medication stops dripping and bag is empty, infusion is complete

- Close Roller Clamp completely
- Unscrew medication tubing from IV end cap and discard

11. Flush IV catheter with Normal **Saline:**

S

- Remove syringe from wrapper
- Hold syringe upright and push on plunger to break seal
- Remove protective cover from syringe
- Do not contaminate tip
- Hold syringe upright and gently push on plunger to expel air
- Scrub IV end cap with an alcohol wipe for 15 seconds
- Push and screw syringe into IV end cap
- Gently flush solution through IV catheter
- Remove syringe from IV end cap and discard

12. Flush IV catheter with **Heparin:**

H

- Remove syringe from wrapper
- Hold syringe upright and push on plunger to break seal
- Remove protective cover from syringe
- Do not contaminate tip
- Hold syringe upright and gently push on plunger to expel air
- Scrub IV end cap with an alcohol wipe for 15 seconds
- Push and screw syringe into IV end cap
- Gently flush solution through IV catheter
- Remove syringe from IV end cap and discard

THINGS TO REMEMBER:

Remember: once you scrub the IV end cap, be sure that this remains sterile until you enter the cap with flush syringe or medication tubing.

Remember: the tips of flush syringes and medication tubing are sterile under the protective covers. Do not contaminate the ends prior to insertion into the IV end cap.

Remember: medication tubing is used for 24 hours. Replace daily.

See attached Vial & Syringe Instructions if you are adding a medication from a vial.

If you have an additional lumen (tail) on your IV catheter, flush this lumen daily with 3 mls of heparin.

Check your IV site and temperature daily. If IV dressing is not intact or if you develop a fever, call your home care nurse.

Medication should be stored as directed.