

**Patient Name:** \_\_\_\_\_

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

Dr. \_\_\_\_\_ has prescribed the following formula(s) for you (dose/route/frequency):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TO PREPARE THE TUBE FEEDING:**

1. **Clean** a well lit area for preparation of the tube feeding.
2. **Wash hands** with soap and water. Dry with paper towels or clean towel.
3. **Gather** the following **supplies:**
  - 1 – enteral feeding bag / tubing set**
  - Prescribed formula and measuring device**
  - \_\_\_\_\_ ml flush syringe**
  - IV pole**
  - Patrol Pump**
  - Wastebasket**
4. **Inspect** formula for correct name and expiration date. If any are incorrect, contact NELC pharmacist immediately.
5. **Prepare** your feeding according to the following directions:
  - a) Open the feeding bag administration set and remove the bag and tubing. Stretch the tubing out to ensure there are no knots in it.
  - b) Open the cap at the top of the feeding bag and pour in desired amount of feeding to be used. Add the volume of formula to bag as directed by your nurse.
  - c) Close the cap securely.
  - d) Place the feeding bag on the IV pole.

- e) Place the Drip Chamber into the “Drop Detector Slot” before priming the tubing of air.
  - f) Remove the protective cover from the orange end of feeding tubing. With one hand on the blue connector of the pump set, **gently** pull on the tubing until the formula flows through to the end of the tubing.
  - g) Properly place the tubing around the rotor and gently pull up on the blue connector to place it in the slot above the rotor.
6. Open the clamp/stopcock on the feeding tube. If appropriate, attach the flush syringe and flush the tube with \_\_\_\_\_ mls of water as ordered. Close the clamp/stopcock on the feeding tube.
  9. Remove the protective cap on the end of the feeding bag tubing and connect it to the end into the feeding tube. Unclamp the feeding tube.

### **STARTING THE FEEDING:**

1. Turn the pump dial to “**SET RATE**”.
2. Press “**UP/DOWN**” arrows to set rate for hourly infusion (ml/hr). **Your rate is \_\_\_\_\_ mls/hr.**
3. Turn the pump dial to “**SET DOSE**”. Ensure that this screen remains at “**0000**”.
4. Turn the pump dial to “**RUN**”. The feeding will take \_\_\_\_\_ hours to complete.

### **COMPLETING THE FEEDING**

1. When the feeding is completed, turn the pump dial to “**OFF/CHARGE**”. You need to then turn the dial to “**CLEAR VOL**”, then back to “**OFF**”.
2. Open the clamp/stopcock on the feeding tube and disconnect the feeding bag tubing from the feeding tube.
3. Attach the flush syringe to the feeding tube. Open the clamp/stopcock on the feeding tube and flush the feeding tube with \_\_\_\_\_ mls water, if ordered. Remove the flush syringe and close the clamp/stopcock on the feeding tube.
4. Remove the bag/tubing from the pump. If the feeding bag is to be reused within the next 24 hrs, rinse it out with warm water and leave the cap open to allow it to dry. If it is not going to be used again, discard into wastebasket.
5. Be sure the pump is plugged in so it will be recharged for the next feeding.

**That’s It!! Great Job!!**

## **POINTS TO REMEMBER:**

- You may reuse the feeding bag for 24 hrs. Be sure to rinse it out completely with warm water. Do not use soap.
- The flush syringe should be rinsed out with warm water also. Remove the plunger from the formula syringe and rinse both the plunger and the barrel in warm water. Allow to air dry.
- Call NELC if you have to discard a feeding bag or other supplies unexpectedly. NELC has provided you with enough supplies to last until your next scheduled delivery.
- Store opened formula in the refrigerator no longer than 24 hrs. Store unopened formula at room temperature. If you mix powdered formula with water or other solutions, be sure to follow the directions on formula can accurately. Contact your nurse or doctor with any questions.
- If you develop nausea, vomiting, diarrhea, abdominal cramps or distention stop the feeding and call your nurse or doctor.
- The pump flow rate is set in 1ml increments so that rates of 5 - 300 ml/hr can be programmed into the pump.
- The pump battery will last up to 8 hours when programmed at 150 ml/hr when fully charged. If “LOW BATTERY” alarm is displayed, you have 30 minutes before the pump shuts off. It then needs to be attached to the charger unit and plugged in for 12-15 hours to fully recharge.
- If you place the pump in “HOLD” mode, remember to turn it back to “ON” to restart it.
- Alarm problems with the pump will be displayed on the pump screen.

## **ALARM MANAGEMENT:**

- “no FLO”** Flow has stopped. Turn the pump dial to **“HOLD”**. Check the fluid container to see if it is empty. Check the feeding bag tubing and feeding tube to make sure that all clamps are open. Check the drip chamber to be sure it is not more than  $\frac{1}{4}$  full or coated with formula. Turn the pump dial to **“RUN”** when the problem is resolved.
- “FrEE FLO”** Free flow alarm. Turn the pump dial to **“HOLD”**. Confirm no drops fall when pump is in **“HOLD”**. Verify pump set is properly installed; replace set if necessary. If unable to resolve, call for assistance.
- “SET rAtE”** The pump is on but no rate has been set. Turn dial to **“SET RATE”**. Enter a rate using the up/down arrows. Turn pump dial back to **“RUN”**.
- “LO bAt”** Approximately 30 minutes battery remains when alarm starts. Turn dial to **“HOLD”**, then back to **“RUN”** to stop the audible alarm. Pump needs to be plugged in as soon as possible.
- E1 - E9** **Internal pump electronics error. Turn pump dial to “OFF”. Call for a replacement pump.**