

IV Medication Administration:

Mini Bag with Vial Attached Using Gravity

Please refer to your “Patient Guide to Infusion Therapy” booklet for additional information.

This information is not intended to be a substitute for professional advice. Always do what your doctor, nurse or pharmacist recommends.

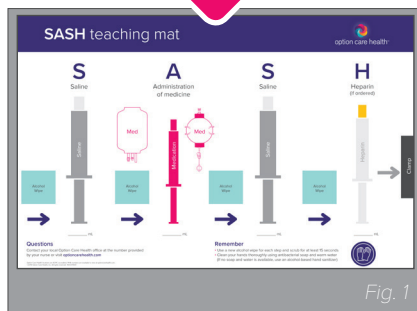


Fig. 1

Getting started

- Use a clean work area
- Clean your hands thoroughly using antibacterial soap and warm water (if no soap and water is available, use an alcohol-based hand sanitizer)
- Dry your hands with a clean towel

1 | Gather your supplies and prepare your SASH mat as instructed:

- SASH mat (See Fig. 1)
- IV medication bag
- IV tubing (may be used for 24 hours)
- IV pole
- Flush syringes
 - _____ mL saline
 - _____ mL D5W
 - _____ mL of heparin _____ units/mL heparin
- Alcohol wipes
- Sharps container (if needed) and/or trash container

2 | Inspect medication bag

Inspect the medication bag. Check the label on the bag (See Fig. 2) and verify:

- Correct name of patient
- Correct name of medication
- Volume/amount of medication
- Storage instructions
- Use by date of medication

Medication bag should be free of leaks, floating particles or discoloration. Call your nurse or pharmacist if there are problems with the medication bag or anything on the label is incorrect.



Fig. 2

For demonstration purposes, follow the instructions on YOUR medication bag.

IV Medication Administration:

Mini Bag with Vial Attached Using Gravity



3 | Prepare your flush syringes

- A. Prior to using syringe, push firmly on the thumb press with the tip cap still on, just until you feel the plunger move.
- B. Expel air and excess solution by twisting off tip cap and pushing plunger forward. Push out extra solution to the amount instructed by your nurse. (See Fig. 3)
- C. Replace the syringe cap, being careful not to touch the tip of the syringe with your hand. If you touch it, you will need to start over with a clean syringe. Set aside syringe until you are ready to use it.
- D. Repeat for all flush syringes needed for dose.



4 | Prepare your IV medication

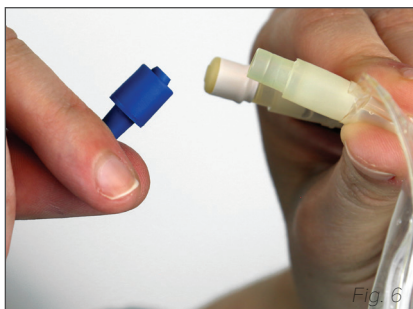
- A. Bend up then down to break the seal of the medication vial. (See Fig. 4)
- B. Hold the medication bag with vial down.
- C. Squeeze solution into vial until half full.
- D. Gently mix solution to dissolve the drug.
- E. Hold the medication bag with vial upside down. (See Fig. 5)
- F. Squeeze the bag to force air into vial.
- G. Release to drain the mixed drug from the vial.

Repeat these steps until the vial is completely empty of the drug and solution.
Ensure the drug is completely dissolved. **DO NOT** remove the drug vial.

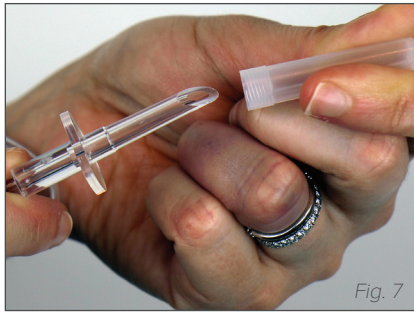


5 | Prime your IV tubing

- A. Remove IV tubing from its package. Close the clamp on the tubing.
- B. Place the medication bag on a clean flat surface.
- C. Remove the tab from the medication bag. (See Fig. 6)
- D. Remove the cover from the spike of the tubing. (See Fig. 7)
DO NOT touch the end.
- E. Spike the bag by pushing and twisting the end of the tubing into the bag. (See Fig. 8) Make sure the spike reaches the medication in the bag and be careful not to puncture the bag. (See Fig. 9)

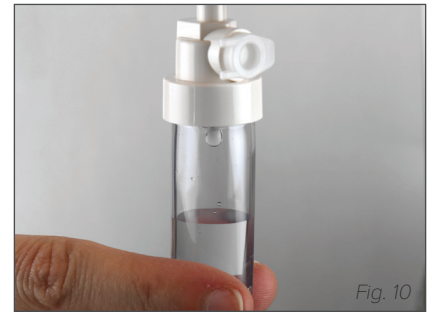


IV Medication Administration: Mini Bag with Vial Attached Using Gravity



5 | Prime your IV tubing *Continued...*

- F. Hang the IV medication container on the IV pole. Gently squeeze the drip chamber to fill it about $\frac{1}{2}$ full of fluid. **DO NOT** overfill. (See Fig. 10)
- G. Slowly open the clamp to prime the tubing (filling the tubing with medication). When the medication reaches the end of the tubing, close the clamp.



6 | Flush your IV line with saline

Using one of your prepared saline syringes from step #3.

- A. Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. (See Fig. 11)
- B. Remove the protective cap from the saline flush syringe. **DO NOT** touch the syringe tip after removing the cap.

Discard the saline flush syringe if the uncapped sterile tip touches any unclean surface.



- C. Attach the saline flush syringe to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 12)
- D. Open the clamp on your IV catheter and/or IV extension set, if indicated.
- E. Flush your IV catheter using a “push/pause” method. **DO NOT** attempt to flush if resistance is met; call your nurse or pharmacist.
 - _____ mL saline
 - _____ mL D5W
- F. Remove and discard the saline flush syringe in a trash container.

IV Medication Administration: Mini Bag with Vial Attached Using Gravity

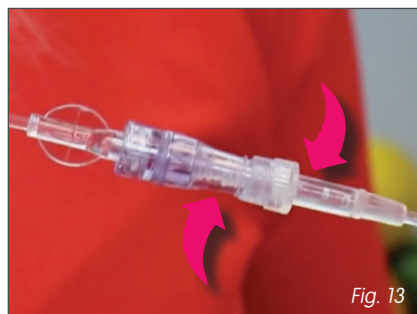
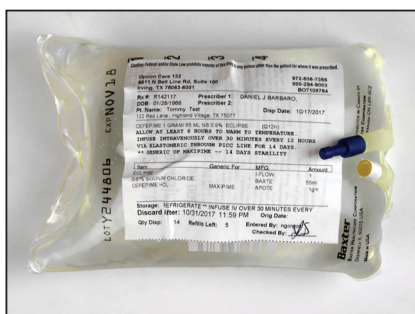


Fig. 13



7 | Administer your medication

- Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. (See Fig. 11)
- Remove the protective cap from the IV tubing.
- Attach the IV tubing firmly to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 13)
- Open the clamp on your IV catheter and/or IV extension set, if indicated.
(You should see drops fall into the drip chamber as your medication begins infusing. Your drip rate is _____ drops every 15 seconds. Adjust the rate using the clamp as needed.)
- Once the prescribed dose has infused, close the clamp on the IV tubing.
- Disconnect the IV tubing once the prescribed dose has been given. Discard all equipment as directed in a trash container.

If the tubing is to be used again within 24 hours, cover the exposed IV tubing tip with a sterile cap provided.

8 | Flush your IV line with saline

Using one of your prepared saline syringes from step #3.

- Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. (See Fig. 11)
- Remove the protective cap from the saline flush syringe.
DO NOT touch the syringe tip after removing the cap.

Discard the saline flush syringe if the uncapped sterile tip touches any unclean surface.

- Attach the saline flush syringe to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 12)
- Flush your IV catheter using a “push/pause” method. **DO NOT** attempt to flush if resistance is met; call your nurse or pharmacist.
 - _____ mL saline
 - _____ mL D5W
- Close the clamp on your IV catheter and/or IV extension set unless you have been instructed to use heparin.
- Remove and discard the saline flush syringe in a trash container.

IV Medication Administration:

Mini Bag with Vial Attached Using Gravity

9 | Flush your IV line with heparin (if ordered)

Using your prepared heparin syringe from step #3.

- A. Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. (See Fig. 11)
- B. Remove the protective cap from the heparin flush syringe.
DO NOT touch the syringe tip after removing the cap.

Discard the heparin flush syringe if the uncapped sterile tip touches any unclean surface.

- C. Attach the heparin flush syringe to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 12)
- D. Flush your IV catheter using a “push/pause” method. **DO NOT** attempt to flush if resistance is met; call your nurse or pharmacist.
 - _____ mL of heparin _____ units/mL heparin
- E. Close the clamp on your IV catheter and/or IV extension set, if indicated.
- F. Remove and discard the heparin flush syringe in a trash container.

Call your nurse
or doctor with
any questions or
concerns



Your Option Care Health
team is available on call
24/7/365 to assist you.

To view video instructions and access additional educational resources,
visit optioncarehealth.com/education.

(SASH) Procedure Summary:

- Flush IV with _____ mL **(S)**aline or D5W
- **(A)**dminister medication over ____ minutes ____ hours
- Flush with _____ mL **(S)**aline or D5W
- Flush with _____ mL **(H)**eparin, if ordered



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