

1. Prepare a clean work area.
2. Wash your hands well using a liquid soap. Be sure to wash all parts of your hands including the top and bottom, between fingers, and under fingernails. Use a paper towel to dry your hands. Use an alcohol-based hand sanitizer if no soap and water are available.
3. Supplies needed:
  - Medicine
  - 2 prefilled saline syringes (0.9% sodium chloride)
  - 1 prefilled heparin syringe
  - Alcohol pads
4. Check the medicine label to make sure the following are correct:
  - Patient name and date of birth
  - Medicine name
  - Medicine dose
  - Number of times the medicine is given daily

Look at the medicine and make sure it hasn't changed color or has any particles floating in it. If you see this, do not use the medicine and call Home+ Home Infusion.
5. Wash hands and put on non-sterile gloves.

<b>S</b>	<b>Saline</b>	<ul style="list-style-type: none"> <li>▪ Take the cap off of the saline syringe. Do not touch the syringe tip. If the tip is touched, throw it away and use another one.</li> <li>▪ Pull the plunger down to loosen the rubber stopper.</li> <li>▪ Hold the syringe so the tip points to the ceiling. Tap the side of the syringe to move any air bubbles to the top.</li> <li>▪ Push the plunger up until a drop of liquid appears at the tip of the syringe.</li> <li>▪ Use a new alcohol pad to scrub the blue cap on the end of your IV line for 5-15 seconds. Let this air dry. Do not fan or blow air on the blue cap.</li> <li>▪ Open the clamp(s) on your IV line or tubing.</li> <li>▪ Attach (push and twist) the end of the saline syringe (clockwise) to the blue cap on your IV line.</li> <li>▪ Push the syringe plunger using a start/stop pulsing motion. Remove the syringe and close the clamp(s).</li> </ul>
<b>A</b>	<b>Administer</b>	Administer the medicine or IV fluid as directed.
<b>S</b>	<b>Saline</b>	Repeat the steps above for saline flush. If this is your last step: <ul style="list-style-type: none"> <li>▪ Remove the syringe and close the clamp(s).</li> </ul>
<b>H</b>	<b>Heparin</b>	Repeat the steps above using the heparin syringe. <ul style="list-style-type: none"> <li>▪ Remove the empty syringe and clamp the tubing.</li> <li>▪ Throw all used syringes in the household trash.</li> </ul>

Contact the Home Infusion nurse immediately if any of the following signs occur:

- Pain at IV site
- Redness at site
- Swelling or hardness around site
- Site is very warm or cold
- Leaking or drainage around IV site or dressing
- Difficulty flushing the IV

**For questions, please call Regional Home+ Home Infusion at (605) 755-1150.**