

Gravity Infusion Instructions

(Rate Flow Device)

Warm your medication to room temperature before you give it. Read the medication label for instructions.

Do not heat the IV medication in a microwave oven, direct sunlight, hot water or any other heat source. Heating may damage the medication and make it harmful.

Follow these instructions with every infusion.

The needleless blue connector will be referred to as the “blue cap” below.

1. Prepare a clean work area: wipe the surface with a disinfecting wipe or soapy water.
2. Wash your hands well using a liquid soap for at least 20 seconds. 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.** You may use an alcohol-based hand sanitizer if your hands are not visibly dirty.
3. Place a clean paper towel on your work area and gather your supplies:
 - Medication - check the medication label to make sure the following are correct:
 - ✓ Patient name and date of birth
 - ✓ Medication name, dose, and expiration date
 - ✓ Number of times the medication is given each day
 - ✓ Hold the medication up to the light and make sure it hasn't changed color and that it doesn't have any particles floating in it. **If you see that the medication has changed color or has particles, Do Not Use the Medication and call Home+ Home Infusion at (605) 755-1150.**
 - Medication tubing with the rate flow regulator
 - IV pole
 - Sterile protective cap
 - Alcohol pads
 - 2 prefilled saline syringes (0.9% sodium chloride)
 - 1 prefilled heparin syringe (if needed)
4. Wash your hands and dry them using a paper towel.
5. Open the tubing package and unwind the medication tubing. Close the clamp and set the rate flow device to the “OFF” position.

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6. Remove the cover from the spike end of the medication tubing. Do not touch the spike.
7. Remove the rubber cover from the entry port to the medication bag and insert the spike into the port of the medication bag using a pushing-twisting motion until it reaches the ridge.
8. Hang the medication bag on the IV pole. Squeeze the drip chamber until it is half full. Adjust the IV pole to a height that is high and above the heart.
9. **Do not prime the tubing while it is connected to the blue cap on your IV line.** Prime the medication tubing by turning the rate flow device to “200.” Open the clamp. After the medication passes the rate flow device, then turn to “OPEN.” When a drop of fluid is seen at the end of the tubing, close the clamp and turn the rate flow device to “OFF.”
10. Tap the saline syringe against your hand to move any air bubbles to the top. Loosen the cap on the saline syringe.
11. Hold the syringe so the tip points to the ceiling. Push the plunger up to remove the air.
12. Use a new alcohol pad to scrub the blue cap on the end of your IV line for 15 seconds. Let this air dry. Do not fan or blow air on the blue cap.
13. Take the cap off the saline syringe. Do not touch the syringe tip. **If the tip is touched, throw it away and use a new one.** Attach the end of the saline syringe to the blue cap on your IV line (push and twist clockwise).
14. Open the clamp(s) on your IV line. Push the syringe plunger using a start/stop pulsing motion. Do 9 quick pulses of about 1 mL each, stopping briefly between each pulse. Leave about 1 mL of saline in the syringe. Remove the syringe.
15. Pick up the end of the medication tubing and remove the cap, avoid touching the tip once the cap is removed.
16. Use a new alcohol pad to scrub the blue cap on the end of your IV line for 15 seconds. Let this air dry, do not fan or blow air on the blue cap.

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17. Attach the medication tubing to the blue cap on your IV line (push and twist clockwise).
18. Turn the rate flow device to the following rate _____. Open the clamp on the medication tubing. The medication should be dripping into the drip chamber.
19. The infusion will take approximately _____ minutes.
20. When the medication bag is empty and no longer dripping, close the clamp on the medicine tubing and turn the rate flow device to "OFF." The drip chamber should be half-full at all times.
21. Wash your hands and dry them using a paper towel. Remove the medication tubing from the blue cap on your IV line and use a sterile cap to cover the end of the medication tubing if needed (see instructions on the last page). Hang the medication bag and tubing on the IV pole.
22. Flush with saline following steps 10-14 above. If this is your last step, remove the syringe and close the clamp.
23. If you will need heparin, prepare the heparin syringe by following steps 10-13 above.
24. Attach the end of the heparin syringe to the blue cap on your IV line (push and twist clockwise). Slowly push the plunger. Leave about ½ ml of heparin in the syringe. Remove the syringe and clamp the tubing.
25. Throw your used supplies into the household trash unless you are told not to. You may want to remove the yellow label from the medicine bag and shred it or cross out your personal information.

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Reminders:

- ❖ **You will change the tubing every 24 hours.**
 - If your medication is given more than once per day, you can change the medication bag without changing or re-priming the tubing.
 - To do this remove the spike from the empty bag and perform step 7.

- ❖ **If you will be disconnecting and reconnecting the same medication tubing, you will place a sterile cap on the end of the tubing.**
 - Wash your hands and dry them using a clean paper towel.
 - Clamp the medication tubing while the drip chamber is half full.
 - Open the package to the sterile cap.
 - Remove the tubing from the blue cap on your IV line. **Do not let the tip of the medication tubing touch anything.**
 - Pick up the sterile cap, twist the white cap off the blue holder, and twist the white cap onto the end of the medication tubing.
 - Throw the blue holder away.
 - Sterile caps are only used one time.

- ❖ **Flush all IV lines twice daily unless told differently by your nurse.**

- ❖ **Always flush the IV line(s) in this sequence after giving your medication:**
 - Flush
 - Remove the syringe
 - Clamp

- ❖ **Always keep the line clamped when not in use.**

- ❖ **Wipe ONLY the blue cap with alcohol. The tip of the saline syringe and the tip of the medication syringe are sterile and do not need to be cleaned.**

Monument Health Home+ Home Infusion
(605) 755-1150