

INTRAVENOUS ADMINISTRATION VIA GRAVITY USING MINI BAG PLUS 10 gtts

Properly administering your medication via Mini Bag Plus at home is important to your safety. Please call 1-800-755-4704 if you have any questions or concerns at all while administering the medication. We are available 24 hours a day, 7 days a week. In the event of an emergency, always call 911.

For teaching guides and videos:

<https://chartwellpa.com/patients/patient-teaching-guides.asp>

SUPPLIES:

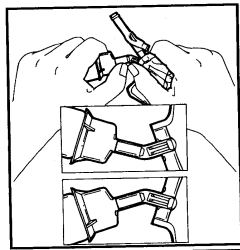
- IV Medication bag with medication vial attached
- IV tubing (**tubing to be changed DAILY**)
- (2) Sodium Chloride (Saline) prefilled syringes
- (1) Heparin prefilled syringe (if indicated)
- Alcohol or antiseptic wipes
- (1) Light blue protective cap
- IV Pole

SASH FLUSH PROCEDURE:

- S** Saline ___ ml
- A** Administer medication as instructed by your nurse
- S** Saline ___ ml
- H** Heparin ___ ml (if required)

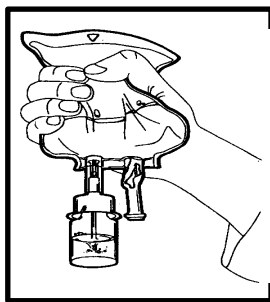
PROCEDURE:

1. Clean work area. Wash Hands thoroughly for at least 20 seconds. Gather supplies.
2. Check medication labels for your name, drug name, frequency and expiration date. Inspect the medication bag for any cracks, leaks, particulate matter and clarity of medication. Contact Chartwell for any discrepancies or concerns.
3. Prepare your prefilled syringes for flushing your IV catheter as instructed by your nurse.
4. Prepare medication as follows:

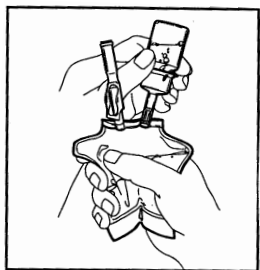


Step 1:

Squeeze bag and check vial for any system leaks. Use only if the vial is fully sealed and dry. Bend up then down to break the seal.

Step 2:

Hold the bag with the vial down. Squeeze solution into the vial until it is half full. Shake the bag to suspend the drug into solution.

Step 3:

Hold the bag with the vial upside down. Squeeze the bag to force air into the vial. Release to drain the suspended drug into vial. Repeat these steps until the vial is empty of drug and the solution is thoroughly mixed. ****DO NOT remove the drug vial from the bag****

5. Remove gravity tubing with the in-line filter from package. Close the roller clamp.
6. Remove protective tab from entry port to medication bag.
7. Remove cover from spike on tubing and insert spike into medication bag using a pushing-twisting motion. **DO NOT TOUCH SPIKE.**
8. Hang medication bag on IV pole. Squeeze drip chamber, filling chamber $\frac{1}{2}$ full.
9. Prime entire length of the tubing with medication by slowly opening the roller clamp and inverting the filter until the tubing fills completely with fluid. When a droplet of fluid is noted at the end of the tubing, close the roller clamp. Check for air in the tubing?
10. Clean the injection cap on the end of your IV catheter with an alcohol/antiseptic wipe vigorously for 30 seconds and air dry for 60 seconds.
11. Attach a prefilled Sodium Chloride/Saline syringe to the injection cap of your IV catheter and flush the IV catheter as instructed by your nurse.
12. Disconnect the syringe from the injection cap of your IV catheter and discard.

13. Clean the injection cap on the end of your IV catheter with a new alcohol/antiseptic wipe vigorously for 30 seconds and air dry for 60 seconds.
14. Remove the end cap from the gravity tubing with filter and attach it to the injection cap of your IV catheter by pushing and turning clockwise to secure in place. ****Be careful to avoid touching the tip of the tubing****
15. Administer the medication according to your Chartwell Plan of Treatment. To calculate the flow rate, slightly open roller clamp and count the number of drops for one minute. ****Note- Refer to the Conversion Table on back page to calculate how many drops per minute.**

AT THE END OF THE INFUSION:

16. When the medication bag is empty, close the roller clamp and disconnect tubing from the injection cap of your IV catheter.
17. If another dose of medication is to be administered the **same** day, place a light blue sterile cap on the end of the tubing, keeping it sterile (****See note below**).
18. Clean the injection cap on the end of your catheter with an alcohol/antiseptic wipe vigorously for 30 seconds and let air dry for 60 seconds.
19. Attach a prefilled Sodium Chloride/Saline syringe to the injection cap of your IV catheter and flush the IV catheter as instructed by your nurse.
20. Disconnect the syringe from the injection cap of your IV catheter and discard.

If your catheter requires the Use of Heparin: Complete steps 21-23, otherwise skip.

21. Clean the injection cap on the end of your IV catheter with a new alcohol/antiseptic wipe vigorously for 30 seconds and let air dry for 60 seconds.
22. Attach a prefilled syringe of Heparin to the injection cap of your IV catheter and flush your IV catheter as instructed by your nurse.
23. Disconnect the syringe from the injection cap of your IV catheter and discard.
24. Flush any additional lumens as directed in your plan of treatment.
25. Wash hands thoroughly, for at least 20 seconds.

All supplies and waste can be double bagged and disposed of with your household garbage.

****Note: The gravity tubing is to be changed DAILY. You will reuse the tubing when administering more than one infusion per day by attaching a new bag of medication.**

CONVERSION TABLE FOR 10 DROP PER ML TUBING	
PRESCRIBED ML/HOUR	DROPS/ MINUTE
6	1
12	2
18	3
24	4
30	5
36	6
42	7
48	8
54	9
60	10
66	11
72	12
78	13
85	14
90	15
96	16
102	17
108	18
114	19
120	20
126	21
132	22
144	24
150	25
180	30
198	33
204	34
210	35
240	40
252	42

NOTES: