### Four Steps for Performing Infusions:

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#### STEP 1: PRACTICE GOOD HAND-WASHING

☐ Always remember to **WASH YOUR HANDS** for a full 20 seconds when instructed.

#### STEP 2: PREPARE SUPPLIES

☐ Remove your medication from the refrigerator before the infusion so that it can get to room temperature.

☐ Check your medication to confirm it is correct. **WASH HANDS.** Clean workspace & SASH mat with cleaning solution. **WASH HANDS.**

☐ Gather the following supplies and arrange **above** your SASH mat: 4-5 alcohol pads; 2 prefilled saline syringes; 1 prefilled heparin syringe (if needed); 1 Mini-Bag Plus (a bag of fluid and vial of medication powder); medication orders; 1 set of gravity/dial-a-flow tubing; 1 red cap; 1 IV pole. **WASH HANDS.**

☐ Unwrap supplies (syringes, mini-bag and tubing) and place in the correct location **on top** of your SASH mat. Do not unwrap the red cap. Keep it above the “A” on the SASH mat. **WASH HANDS.**

☐ Remove any air bubbles from syringes. Inspect the mini-bag and vial for leaks, damage or discoloration.

☐ Remove any paper tabs from the tubing set and keep the clamp on the tubing closed. Place **on top** of your SASH mat (A).

☐ Grasp the mini-bag in one hand and the vial in the other. Break the stopper and mix the medication and fluid.

☐ Place the mini-bag in the correct location (“A”) **on top** of your SASH mat. **WASH HANDS.**

☐ Spike the IV bag and prime the tubing. **WASH HANDS.**

#### STEP 3: PREPARE IV LINE

☐ Scrub the hub and flush the IV line with saline. Discard empty syringe. **WASH HANDS.**

☐ Connect the tubing to the IV line.

#### STEP 4: START AND STOP INFUSION

☐ Be sure your pole is extended prior to starting the infusion. **WASH HANDS.**

☐ Adjust the rate on the dial or count the drips to the desired rate of infusion on your orders.

☐ When the bag is almost completely empty, **WASH HANDS.** Engage the clamps to stop the infusion. Disconnect the tubing from the IV line.

☐ Save the tubing for your next infusion by attaching the red cap to the end or if not reusing the tubing, discard in the trash. **WASH HANDS.**

☐ Scrub the hub, flush the line with saline and heparin if needed. **WASH HANDS.**