



# Intravenous Push Injection

Use this teach sheet to walk you through your infusions. Check with your home health nurse to make sure the steps apply to you.



## Four Steps for Performing Infusions:

1- PRACTICE GOOD HAND-WASHING 2- PREPARE SUPPLIES 3- PREPARE IV LINE 4- START AND STOP INFUSION

Medication(s) to infuse: \_\_\_\_\_

Home Infusion Nurse (name, #): \_\_\_\_\_

### Practice good hand-washing

Always wash hands when instructed

Soap and water preferred

Hand sanitizer (optional)

Wash for a full 20 seconds or rub until dry

### STEP 1: PRACTICE GOOD HAND-WASHING

- Always remember to **WASH YOUR HANDS** for a full 20 seconds when instructed.
  - Soap and water are always preferred (hand sanitizer optional).
  - Make it a habit to wet your hands, apply soap, and lather for 20 seconds (hum the Happy Birthday song twice).
  - If using hand sanitizer, rub a dime-sized amount between your hands until dry. Never wave or blow on your hands to speed up drying.
  - Remember, if you are using gloves, you must still wash your hands.
  - Washing your hands helps reduce your chance of infection.

### Prepare supplies

Remove medication from fridge

**WASH HANDS**

Clean workspace

**WASH HANDS**

Gather & arrange supplies

**WASH HANDS**

Prepare the syringes

### STEP 2: PREPARE SUPPLIES

- Note the time to start the infusion: \_\_\_\_\_  AM  PM
- Note the amount of time your medication should be left at room temperature: \_\_\_\_\_ MIN  HR
- Note the time to remove the medication from refrigerator (if refrigerated): \_\_\_\_\_  AM  PM 
  - Remove medication from refrigerator **BEFORE** the infusion. Follow your medication recommendations.
  - Your medication will infuse at the correct rate if administered at room temperature. If administered while cold, you will feel the medication as it infuses **AND** the infusion may take longer.
  - Do **NOT** attempt to warm the medication by other means.
- Double-check your medication to confirm the following information before the infusion:
  - Medication has my name and date of birth.
  - Medication name is correct.
  - Medication dose is correct.
  - Medication is not expired.
  - If any of this information is incorrect, **stop and call your infusion pharmacy immediately.**

## STEP 2: PREPARE SUPPLIES (CONTINUED)

### WASH YOUR HANDS.

- Soap and water are preferred (hand sanitizer optional).
- Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.

- Clean your workspace and SAS or SASH mat with cleaning solution with paper towels, alcohol pads, or sanitizing wipes.
- Try to select a dry, hard work surface to set up your medication and supplies.

### WASH YOUR HANDS.

- Soap and water are preferred (hand sanitizer optional).
- Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.

- Gather the following supplies and place on your workspace (do not put on top of your SAS or SASH mat yet):

- 4–5 alcohol wipes (to clean your supplies and hub (IV line tip))
- 2 saline syringes (to clear your IV line)
- 1 heparin syringe (if prescribed)
- 1 medication syringe (at room temperature)
- Medication orders (to check how quickly to infuse your medication)

- Arrange your alcohol wipes and syringes above your SASH mat in their respective location. Do not place any of these items on top of your SAS or SASH mat yet.

- “S” = Saline
- “A” = Administer or Antibiotic (includes your prefilled medication syringe)
- “S” = Saline
- “H” = Heparin if prescribed

### WASH YOUR HANDS.

- Soap and water are preferred (hand sanitizer optional).
- Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.

- Unwrap both saline syringes and the heparin syringe (if prescribed). Place the syringes in the correct location on top of your SAS or SASH mat.

- Examine your medication syringe to make sure the fluid is clear (not cloudy).

- **If the fluid does have an unusual color or cloudy appearance, call your infusion pharmacy immediately.**

- Sit down to prepare your IV line.

Prepare IV line

WASH HANDS

Scrub the hub

Pulse flush IV line  
with saline

Scrub the hub

Connect medication  
syringe to the hub  
of the IV line

## STEP 3: PREPARE IV LINE

### WASH YOUR HANDS.

- Soap and water are preferred (hand sanitizer optional).
- Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.

- ‘Scrub the hub.’ Clean the end cap (hub) by wrapping the alcohol square over and around the sides for at least 15 seconds.

- Use the first alcohol wipe above your SAS or SASH mat (the one before the first “S”).
- Once you have cleaned the hub, hold the hub with two fingers. Keep the hub from touching anything else.
- If your hub touches anything, wash your hands and scrub the hub again with a new alcohol square.

- Remove air bubbles from the first syringe from the first “S”:

- Remove the protective cap from the syringe and place the cap flat side down on your SAS or SASH mat.
- Hold the syringe with the end up and plunger at the bottom.
- Pull back on the syringe plunger slightly to break the seal. You will be able to see the air bubble in the syringe.
- Slowly push the plunger up to let the air bubble out.

### STEP 3: PREPARE IV LINE (CONTINUED)

- Flush your IV line with saline (“pulse flush”):
  - Hold the hub in one hand and the saline syringe in the other.
  - Screw the syringe onto the hub using a “push and twist” motion. It’s like putting a key into an ignition.
  - Once the syringe is connected to the hub, open the clamp on your IV line and slowly push 1 to 2 mL of medication at a time. Stop and push 1 to 2 mL more. Repeat this “pulse flush” until the saline syringe is empty. Flushing this way each time helps keep your IV line from getting clogged.
  - If you have trouble flushing your IV line, make sure the clamp on your IV line is open. If your clamp is open and you are still having trouble, stop and call your infusion provider.

- Remove the empty saline syringe from your IV line. Throw it away. Do not remove the hub from your IV line.

- Before connecting your medication syringe to the hub of your IV line, double-check the three questions found across the top of your SAS or SASH mat.

1. Did you check the prescription?
2. Did you check the expiration or “Do Not Use After” date?
3. Did you wash your hands?

- WASH YOUR HANDS.**

- Soap and water are preferred (hand sanitizer optional).
- Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.

- Remove air bubbles from the medication syringe on the “A”:

- Remove the protective cap from the syringe and place the cap flat-side down on your SAS or SASH mat.
- Hold the syringe with the end up and plunger at the bottom.
- Pull back on the syringe plunger slightly to break the seal. You may see the air bubble in the syringe.
- Slowly push the plunger up to let the air bubble out. Do not put down the medication syringe.

- ‘Scrub the hub’ of your IV line with a NEW alcohol square for at least 15 seconds.

- Use the second alcohol wipe above your SAS or SASH mat (the one before the “A”).
- Once you have cleaned the hub, hold the hub with two fingers. Keep the hub from touching anything else.
- If your hub touches anything, wash your hands and scrub the hub again with a new alcohol square.

- Connect your medication syringe to the hub of your IV line:

- Hold your hub in one hand and the medication syringe in the other hand.
- Connect the medication syringe to the hub of your IV line by using the “push and twist” motion.



### STEP 4: START AND STOP INFUSION

- Before starting the infusion, make sure all the clamps are open.

- Slowly push the medication syringe plunger according to the speed specified in your medication orders.

- After completing the infusion, disconnect the syringe from the hub of your IV line and throw it away in your regular trash. Do not remove the hub from your IV line.

- WASH YOUR HANDS.**

- Soap and water are preferred (hand sanitizer optional).
- Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.

#### STEP 4: START AND STOP INFUSION (CONTINUED)

- Remove air bubbles from the saline syringe from the second “S”:
  - Remove the protective cap from the syringe and place the cap flat-side down on your SAS or SASH mat.
  - Hold the syringe with the end up and plunger at the bottom.
  - Pull back on the syringe plunger slightly to break the seal. You will be able to see the air bubble in the syringe.
  - Slowly push the plunger up to let the air bubble out. Do not put down the saline syringe.
- ‘Scrub the hub’ of your IV line with a NEW alcohol square for at least 15 seconds.
  - Use the third alcohol wipe above your SAS or SASH mat (the one before the second “S”).
  - Once you have cleaned the hub, hold the hub with two fingers. Keep the hub from touching anything else.
  - If your hub touches anything, wash your hands and scrub the hub again with a new alcohol square.
- Flush your IV line with saline (“pulse flush”):
  - Hold the hub in one hand and the saline syringe in the other.
  - Screw the syringe onto the hub using a “push and twist” motion. It’s like putting a key into an ignition.
  - Once the syringe is connected to the hub, open the clamp on your IV line and slowly push 1 to 2 mL of medication at a time. Stop and push 1 to 2 mL more. Repeat this “pulse flush” until the saline syringe is empty. Flushing this way each time helps keep your IV line from getting clogged.
  - It should take you as long to infuse this second saline flush as it did to infuse your medication.
  - If you have trouble flushing your IV line, make sure the clamp on your IV line is open. If your clamp is open and you are still having trouble, stop and call your infusion *provider*.
- Remove the empty saline syringe from your IV line. Throw it away. Do not remove the hub from your IV line.
- If are not using heparin, close the clamp on your IV line and WASH YOUR HANDS.
- If you are using heparin, remove air bubbles from the heparin syringe from the “H”:
  - Remove the protective cap from the syringe and place the cap flat-side down on your SAS or SASH mat.
  - Hold the syringe with the end up and plunger at the bottom.
  - Pull back on the syringe plunger slightly to break the seal. You will be able to see the air bubble in the syringe.
  - Slowly push the plunger up to let the air bubble out. Do not put down the heparin syringe.
- If you are using heparin, ‘scrub the hub’ of your IV line with a NEW alcohol square for at least 15 seconds.
  - Use the fourth alcohol wipe above your SAS or SASH mat (the one before the “H”).
  - Once you have cleaned the hub, hold the hub with two fingers. Keep the hub from touching anything else.
  - If your hub touches anything, wash your hands and scrub the hub again with a new alcohol square.
- Flush your IV line with heparin (“pulse flush”):
  - Hold the hub in one hand and the heparin syringe in the other.
  - Screw the syringe onto the hub using a “push and twist” motion. It’s like putting a key into an ignition.
  - Once the syringe is connected to the hub, open the clamp on your IV line and slowly push 1 to 2 mL of medication at a time. Stop and push 1 to 2 mL more. Repeat this “pulse flush” until the saline syringe is empty. Flushing this way each time helps keep your IV line from getting clogged.
  - If you have trouble flushing your IV line, make sure the clamp on your IV line is open. *If your clamp is open and you are still having trouble, stop and call your infusion provider.*
- WASH YOUR HANDS.**
  - **Soap and water are preferred (hand sanitizer optional).**
  - Wash for 20 seconds (hum the Happy Birthday song twice) or rub with hand sanitizer until your hands are dry.
- Congratulations! You have successfully infused your medication!

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