# IV iconFour Steps for Performing Infusions:



Chemotherapy Take Down

### For additional education please contact your agency for assistance

1. **PRACTICE GOOD HAND-WASHING 2- PREPARE SUPPLIES 3- DISCONNECT AND FLUSH 4- DE-ACCESS PORT**

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| STEP 1: PRACTICE GOOD HAND-WASHING |
| [ ]  Always remember to WASH YOUR HANDS for a full 20 seconds. |
| STEP 2: PREPARE SUPPLIES |
| [ ]  Check through the carry bag to be certain your infusion is complete. If it is not, wait a little longer or contact your pharmacy. The pump will beep when the bag is almost empty. Follow your nurse’s instructions about this beep.  |
| [ ]  WASH HANDS. |
| [ ]  Clean workspace with cleaning solution and paper towels, alcohol wipes, or sanitizing wipes. WASH HANDS. |
| [ ]  Gather supplies: 2 pairs chemo gloves; chemo gown; 1 clear hazard zip lock and 1 large hazard bag; 4 alcohol pads; 1 saline syringe; chemo sharps container; 1 regular trash bag. WASH HANDS. |
| [ ]  Prepare supplies: Unwrap saline. All other supplies should be within easy reach.  |
| [ ]  Have a trash bag ready for your regular garbage disposal. |
| STEP 3: DISCONNECT AND FLUSH |
| [ ]  WASH HANDS. Put on your chemo gown and two pairs of gloves. One goes under the cuff, and one goes over the cuff. |
| [ ]  Remove the pump and chemo bag from carry bag. Stop the pump and power the pump down. |
| [ ]  Remove the cassette and discard it in chemo sharps container.  |
| [ ]  Remove bubbles from the saline syringe. Scrub the hub. Attach the saline syringe to the end cap. Flush the line with normal saline in pulsatile fashion. Dispose of the used syringes in the garbage.  |
| STEP 4: DE-ACCESS PORT |
| [ ]  Expose the insertion site of the needle by removing the dressing. Be careful not to move the needle.  |
| [ ]  Anchor the port with two fingers of one hand. Either pinch the wings together or pull the needle straight out to remove.  |
| [ ]  Remove gown and gloves. Be careful not to send chemo particles into the air. |
| [ ]  Place the gown and gloves in a clear zip lock bag and seal closed.  |
| [ ]  Place the zip lock bag in larger hazard bag and seal with zip tie. Store this in an out-of-the-way location. |
| [ ]  WASH HANDS. |

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