



IV Push Medication Administration

General Instructions:

- Take your medication out of refrigerator 30 minutes before dose time.
- Check the label of each medication syringe for your name, name of the medication, volume or amount and the expiration date of the drug. DO NOT take the medication if label does not have correct name, dose, or if medication has expired.
- Each syringe should be free of cracks, leaks, floating particles or discoloration. If you have any doubts, use another syringe of medication. Save the questionable syringe and contact your pharmacist.
- DO NOT attempt to flush your IV catheter if resistance is met. If flushing requires extreme pressure or produces pain, burning or swelling around your catheter, STOP IMMEDIATELY and call your local Option Care office to speak to a clinician.
- DO NOT use a flush syringe more than once.
- Discard a flush or medication syringe if the open sterile tip touches any unclean surface.
- Call your nurse or doctor with any questions or concerns. Your Option Care team is available on call 24 hours/day to assist you.

- Gloves
- Sharps container (if needed) and/or trash can

4. Put on gloves if you have been instructed to do so.
5. Clean the needleless connector on your catheter with an alcohol wipe for at least 15 seconds and allow to dry.
6. Remove the protective cap on the flush syringe and hold upright while purging air from the syringe.

Note: Be careful to avoid touching the tip of the syringe when removing its protective cap.

7. Attach the syringe to the needleless connector on your catheter by firmly pushing and twisting the syringe (clockwise) onto the connector.
8. Open the clamp on your catheter and/or extension set if indicated.
9. Flush your catheter with:
 - ☐ Normal saline ____ mls
 - ☐ D5W ____ mls and dispose of syringe.
10. If your IV catheter and/or extension set has a clamp, follow the instructions checked below for clamping your IV catheter:

- ☐ Clamp line and remove syringe
- ☐ Remove syringe and clamp line
- ☐ N/A (no clamp required)

11. Again, clean the needleless connector on your catheter with a fresh alcohol wipe for at least 15 seconds and allow to dry.
12. Remove the protective cap on the medication syringe.
13. Attach the medication syringe to the needleless connector on your catheter and administer your medication at _____ mls/minute as instructed by your nurse.

Step by Step Instructions for IV Push Medication Administration:

1. Prepare a clean work area using alcohol
2. Wash hands thoroughly with an antimicrobial soap and dry with a clean paper towel.
3. Gather necessary supplies:
 - IV medication syringe
 - Flush syringes:
 - ☐ Normal saline
 - ☐ D5W
 - ☐ Heparin _____ units/ml
 - Alcohol prep pads

14. When the prescribed dose of medication has been given, disconnect the syringe from your needleless connector and dispose of it as instructed.
15. Clean the needleless connector on your catheter with an alcohol wipe for at least 15 seconds and allow to dry.
16. Remove the protective cap on the flush syringe and attach it to the needleless connector on your catheter.
17. Flush your catheter with:
☐ D5W ____ mls
☐ Normal saline ____ mls and dispose of syringe.
18. If heparin has been ordered, clean the needleless connector on your catheter with a fresh alcohol wipe for at least 15 seconds and allow to dry.
19. Remove the protective cap on your heparin flush syringe and attach it to the needleless connector on your catheter.
20. Flush your catheter with heparin ____ mls and dispose of syringe.

Note: If indicated, remember to re-clamp your catheter and/or extension set as instructed when flushing is complete.

Procedure Summary

- ☐ Flush with Normal Saline ____ ml
- ☐ Flush with D5W ____ ml
- Administer Medication over ____ min
- ☐ Flush with D5W ____ ml
- ☐ Flush with Normal Saline ____ ml
- ☐ Flush with Heparin ____ mls.

Please refer to your “*Getting started with infusion therapy*” booklet for additional information.

This information is not intended to be a substitute for professional advice. Be sure to contact your doctor, nurse, or pharmacist if you have any questions about your PICC or Midline catheter. Always do what your doctor, nurse, or pharmacist recommends.

Reference:

Policies and Procedure for Infusion Nursing, 4th edition, Norwood, MA, Infusion Nurses Society, 2011