

Patient: _____

Date: _____

Medication: _____

CHARTWELL WISCONSIN

Toll Free: 800-730-8555 / Local: 608-831-8555

CADD Prizm®: BAG CHANGE / PUMP RESET DIRECTIONS

(For Subcutaneous/Sof-set® PCA)

Gather supplies:

Sof-set® package

Bag of medication with tubing attached

Sharps® container

Gloves

9 volt battery {for first infusion and when a change is due }

1. Wash hands, gather supplies and put on gloves.
2. Verify that the medication label contains the correct patient name, medication name, dose, and expiration date. If **ANY** of the information is incorrect, **STOP** and call Chartwell.
3. The new bag of medication will already have the tubing attached and primed.
4. For the initial infusion, place a 9 volt battery into the Cadd® pump. If the pump is already running, press the **STOP/START** key. Then press the **Y** button to confirm. If battery change is due – take battery out and replace with new battery. ****Allow the pump to go through the self tests before attaching the new bag of medication****
5. Close clamp(s) on pump tubing.
6. Remove old bag of medication and tubing from pump. (You will need to release **BOTH** locks on side of pump by using the key that is provided on your fanny pack, starting with the small lock)
7. Remove Sof-set® from body and discard into the Sharps® container.

8. If present, remove the blue clip attached to the rectangular portion of the tubing. Attach the new bag of medication to the pump. (You will need to latch BOTH locks on side of pump by using the key that is provided on your fanny pack ending with the small lock)
9. Once the new bag is attached, press the **NEXT** key.
10. The pump will prompt you to “*Reset the Reservoir Volume?*” to the originally programmed value. Press **Y**. Verify that the number on the screen is _____ ml.
11. The pump will then prompt you to begin priming. “*Prime Tubing?*” Will appear. Press **Y**. (The pump tubing is already primed, but you will need to prime the Sof-set® tubing) Do not press any buttons at this time. Proceed to the next step.
12. Gather the Sof-set® package. Open package by peeling the label off, leaving the clear plastic tray down. Leave the contents in the tray.
13. Remove the caps from the end of the Sof-set® tubing AND the pump tubing. Connect these two ends together.
14. The pump should read “*Disconnect tubing from patient. Open clamps. Hold Y to prime.*” Hold the **Y** key to prime the tubing until medication drips from the needle of the Sof-set®. Lift finger off of the **Y** key when priming is complete. Press **N** when pump prompts “*Continue priming?*”
15. Insert the Sof-set® into the patient. Proceed to teaching sheet for Sof-set® insertion instructions, or proceed as you were taught by other health care staff.
16. Once the Sof-set® is in place you may start the pump. The pump should now read “*Start the Pump?*” If the screen is black, press the **START** key. Press **Y** to confirm starting the pump. Verify the pump displays the following rates:
Continuous = _____ mg/hour.
Bolus = _____ mg/hour.
17. Open clamp(s) on pump tubing.
18. Dispose of used supplies by double bagging and placing in trash, or Sharps® container as instructed.