

Name: _____

Date: _____

Medication: _____

TUBING CHANGE INSTRUCTIONS

- Use to set up first infusion
- Use whenever you change

CHARTWELL WISCONSIN

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

CADD® Pump –Tubing Change & Bag Priming

(Antibiotics Using a MicroClave® Clear Valve)

Supplies Needed:

Bag of medication

1-Sodium Chloride (saline)

New package of CADD® pump tubing

Gloves

9 volt battery {if battery change is due}

1. Wash hands well, gather supplies and put on gloves.
2. Verify medication label contains the correct patient name, medication name, expiration date, and dose. If **ANY** of the information is incorrect, **STOP** and call Chartwell.
3. Remove new pump tubing from package and close clamp(s).
4. If present, remove blue clip attached to rectangular portion of pump tubing.
5. Pull tab off port on bottom of new medication bag and insert spike portion from new pump tubing up into bag using a twisting motion.
6. Stop pump: Press **STOP/START** key. Press **Y** key to stop pump.
7. Close clamp on pump tubing and IV line.
8. Disconnect pump tubing from IV line and set aside as it will be discarded.
9. Attach a saline syringe to IV line. Open clamp on IV line and flush IV line using the push/pause method. Leave syringe attached to IV line.
10. Remove pump tubing from pump and discard tubing and bag of medication by double bagging.
11. If battery needs to be replaced, place 9 volt battery into pump and allow pump to complete self- test (series of 6 loud beeps) **BEFORE** proceeding to the next step.

Name: _____ Date: _____

12. Attach new pump tubing onto pump. Make sure tubing is flush against pump. For best results, press down on hard surface while turning key.
13. The pump will show message confirming “*admin set latched*”. If you do not see this message, unlatch administration set and re-latch.
14. Press **NEXT** key. Pump will ask, “*Reset Reservoir Volume to _____ml?*”(This is how much medication is in the bag.) Press **Y** key.
15. The pump will prompt you to begin priming by asking “*Prime Tubing?*” Open clamp on pump tubing and press **Y** key. Press and hold **Y** key until pump tubing is fully primed. If key is released and you are not finished priming, press and hold **Y** key until priming is complete.
16. When priming completed, lift finger off key. The pump will ask, “*Continue Priming?*” Press **N** key.
17. Pump will return to start screen and prompt “*Start the Pump?*” Do not press **Y** or **N** at this time.
18. Remove saline syringe from IV line. Remove protective cap from end of pump tubing.
19. Attach pump tubing to IV line.
20. Open clamp on pump tubing.
21. If the screen on pump is blank, press **NEXT** key. If pump displays, “*Start the pump?*” Press the **Y** key. If it reads “*Stopped,*” press **STOP/START** key and then **Y** key to start pump.
22. The pump will automatically review and display programmed settings. Verify screen reads:

Running (continuous infusion) @ _____ ml(s)/hr

OR

Dosing (dose given every _____ hours) @ _____ ml(s)/hr over _____ hour(s)
***KVO** (**K**ee**P** **V**ein **O**pen in between doses) = 0.5 ml(s)/hr

“Delay” means pump IS infusing at a KVO rate, but has not yet given a dose.

23. Dispose of all used supplies by double bagging and placing in trash.