

# Instructions for IV Gravity Infusion

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## Follow these steps for every infusion:

1. Get ready.
2. Set up the medicine bag.
3. Flush your IV line.
4. Connect the medicine bag to your IV line.
5. Start the infusion.
6. Disconnect your IV and flush the line.

## Step One: Get ready

1. Clean the table top with soap and water, alcohol or bleach wipes. Let it air dry.
2. Wash your hands for 15 seconds with liquid soap and water. Dry them well.
3. Gather these supplies:
  - IV pole
  - Alcohol pads
  - IV tubing with roller clamp or rate controller
  - Medicine bag(s)—Check for the correct **drug name, dose and discard date**.
  - Two (2) syringes of saline solution (0.9% sodium chloride)
  - One (1) syringe of heparin or citrate (if you were told to use this)

If you need help preparing the syringes, see the info sheet called “Flushing the Line with Heparin, Saline or Citrate.”

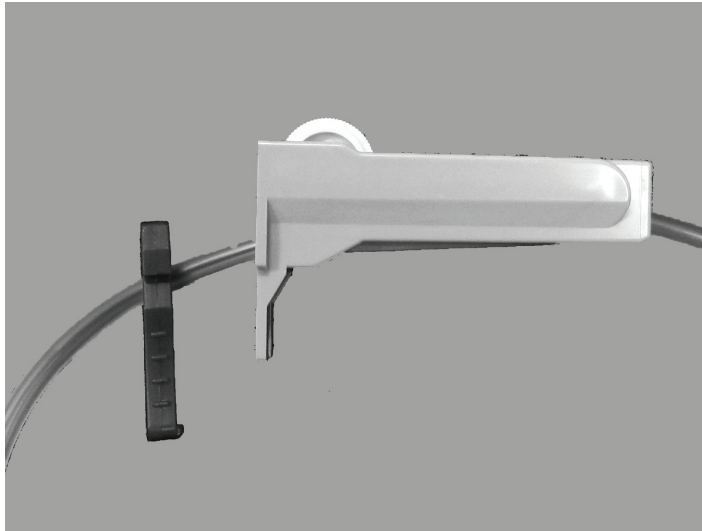
### Always remember to:

1. Wash your hands before touching supplies.
2. “Scrub the hub”—Clean the end cap on your IV line for 15 seconds before connecting to it.

## Step Two: Set up the medicine bag

1. Open the package of IV tubing. Close the roller clamp. If you are using rate-controlled tubing, the control should be set to “off.”
2. Take the plastic cover off the port of the medicine bag. Do **not** touch inside the port.
3. Take the cover off the spike of the IV tubing. Do **not** let the end touch anything. Push the spike into the port of the medicine bag.
4. Hang the bag on an IV pole. Squeeze the drip chamber until it is about half full of medicine.
5. Slowly open the roller clamp until the medicine reaches the end of the tubing. If you have rate-controlled tubing, turn the dial to “prime” or “open.” Let the medicine run all the way to the end of the tubing.
6. Close the roller clamp. For rate-controlled tubing, turn the dial to “off.”

Roller clamp



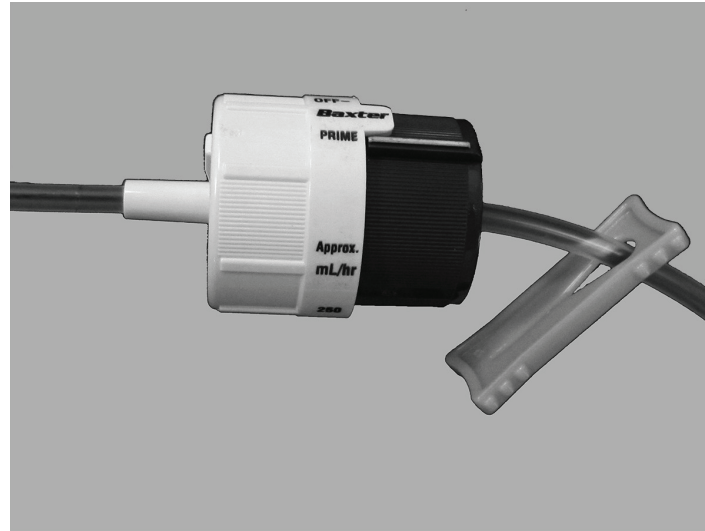
### Step Three: Flush your IV line

1. Use a fresh alcohol pad to scrub the end cap on your IV line. Scrub for 15 seconds. Let it air dry.
2. Take the cap off a syringe of **saline solution**. Twist the syringe into the end cap of the line. If there is a clamp on the line, open it.
3. “Pulse flush” the line using a push-pause motion until the syringe is empty. Hold the end cap and twist off the syringe.

### Step Four: Connect the medicine bag to your IV line

1. Use a fresh alcohol pad to scrub the end cap on your IV line. Scrub for 15 seconds and let air dry.
2. Take the cover off the end of the tubing on the **medicine bag**. Connect the tubing to the end cap on your IV line. Push the tubing into the end cap. Twist the collar until it is tight.

Rate controller



### Step Five: Start the infusion

1. Open the roller clamp.
  - Run at \_\_\_\_\_ drops per \_\_\_\_\_ seconds. OR
  - For rate-controlled tubing, turn the IV dial to \_\_\_\_\_.
2. Make sure that fluid is dripping into the drip chamber. If fluid is **not** dripping:
  - Check that all clamps are open.
  - Make sure the medicine bag is **higher** than your IV line.

If the fluid still won't drip, call \_\_\_\_\_.

Once dripping starts, check the drip chamber every so often. Make sure it **keeps** dripping.

Your infusion will be done in about \_\_\_\_\_ minutes.

**If you use only 1 medicine bag for your infusion, Go to “Step Six: Disconnect your IV and flush the line”**

### **If you use more than 1 medicine bag, follow these steps:**

1. When the first bag is empty, close the roller clamp. If you have rate-controlled tubing, turn it to “off.”
2. Take the empty bag down from the IV pole.
3. Take the plastic cover off the port of the new medicine bag.
4. Take the spiked end of the tubing out of the empty bag. Put it into the port of the new medicine bag.
5. If the drip chamber is empty, squeeze the chamber until it is half full.
6. **If there is air in the tubing:**
  - First disconnect the IV tubing from your IV line. Do **not** let the end of the tubing touch anything.
  - Then open the clamps on the tubing and let the medicine run to the end of the tubing.
  - Then wipe the end cap of your IV line with alcohol and reconnect the tubing to the IV line.
7. Set the drip rate. Use the same setting you used for the first bag. (See “Step Five: Start the infusion”)

### Step Six: Disconnect your IV and flush the line

1. When the infusion is done, close the roller clamp. Turn the dial to “off” if you are using rate-controlled tubing.
2. Hold the end cap on your IV line and twist off the tubing.
3. Use a fresh alcohol pad to scrub the end cap on your IV line. Scrub for 15 seconds and let air dry.

4. Take the cap off the other **saline** syringe. Twist the syringe into the end cap of your IV line.
5. “Pulse flush” your IV line with the saline, using a push-pause motion. Do this until the syringe is empty. **Skip Step 6 if you will use heparin or citrate.**
6. **If you do *not* use heparin or citrate:** Before removing the empty syringe, close the clamp if you have one. Then hold the end cap of your IV line and twist off the syringe. **Go to Step 8.**
7. **If you were told to use heparin or citrate:**
  - Remove the empty saline syringe.
  - Scrub the end cap on your IV line for 15 seconds with a fresh alcohol pad.
  - Twist the syringe of heparin or citrate into the end of your IV line.
  - “Pulse flush” your IV line with the syringe of heparin or citrate.
  - Before you remove the empty syringe, close the clamp if you have one. Then hold the end cap and twist off the syringe.
8. Throw your used supplies into the household trash, unless we tell you not to.

### Getting ready for your next infusion

When you get new medicine, check to see if you need to keep it in the refrigerator. If you do, you may take the next dose out 4 to 6 hours before you plan to infuse. This will let it warm up before you use it. Go ahead and do this unless your nurse tells you otherwise.

If you have any problems please call \_\_\_\_\_.