

# Preparation of IV medication to be administered via venous access



1  
Wipe disinfect working surface



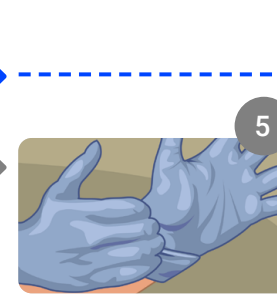
2  
Arrange materials



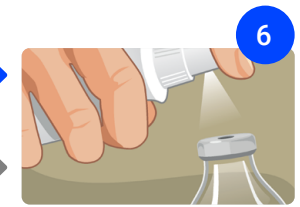
3  
Inspect infusion/medical solution and check for expiry date, turbidity, defects



4  
Disinfect hands



5  
If applicable, put on gloves (handling with antibiotics/cytostatics)



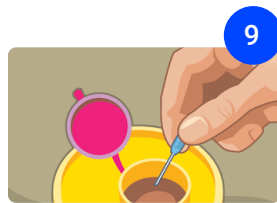
6  
Disinfect rubber septum of medical solution/solvent ampulla with an alcoholic skin disinfectant



7  
If applicable, prepare medicinal product according to manufacturer's specification



8  
Draw up medical solution into syringe



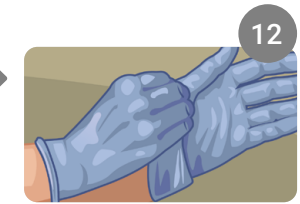
9  
Remove needle and discard



10  
Seal syringe with sterile plug



11  
Label syringe and administer within on hour at the latest



12  
If applicable, remove gloves

● Pay particular attention to these critical moments to prevent infections.



Research for  
infection protection

**HARTMANN**



# Process checklist

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● Pay particular attention to these critical moments to prevent infections.

## Preparation of IV medication to be administered via venous access

Employee (anonymous). Please number individual steps in the order the employee carries them out.

	A	B	C	D	E	F	G	H	I	J
1 Wipe disinfect working surface										
2 Arrange materials										
3 Inspect infusion/medical solution and check for expiry date, turbidity, defects										
4 Disinfect hands										
5 If applicable, put on gloves (handling with antibiotics/ cytostatics)										
6 Disinfect rubber septum of medical solution/ solvent ampulla with an alcoholic skin disinfectant										
7 If applicable, prepare medicinal product according to manufacturer's specification										
8 Draw up medical solution into syringe										
9 Remove needle and discard										
10 Seal syringe with sterile plug										
11 Label syringe and administer within on hour at the latest										
12 If applicable, remove gloves										

Ward \_\_\_\_\_

Date \_\_\_\_\_

Observer \_\_\_\_\_

### Material checklist:

- Surface disinfectant ✓
- Hand disinfectant ✓
- Skin disinfectant ✓
- Medications ✓
- If required, single-use gloves (handling with antibiotics) ✓
- If necessary, protective gloves (handling with cytostatics) ✓
- If required, sterile rinsing solution ✓
- Alcoholic skin disinfectant for septum disinfection ✓
- Sterile disposable syringes ✓
- Sterile single-use needles ✓
- Sterile plug/mandrin ✓
- Cannula disposal container ✓

