

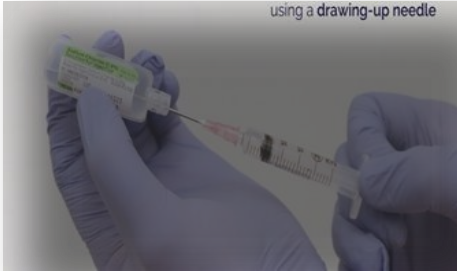

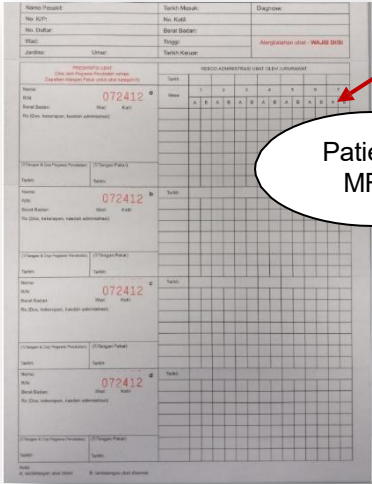







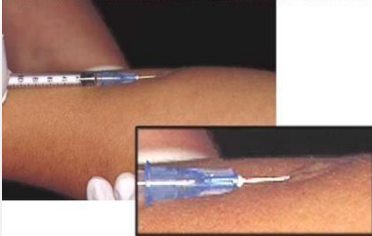

1. PROCEDURE OF GIVING INJECTION:


1.1. INTRADERMAL:

No.	Steps	Rationale
1.	Perform hand hygiene and gather supplies.	<p>Reduces transmission of microorganisms.</p> 
2.	<p>Prepare Items required</p> <ul style="list-style-type: none"> - medication - syringe & needle (according to medication prescribed) - non-sterile gloves (optional) - alcohol swab and dry sterile cotton/gauze - plaster (if required) 	
3.	<p>Prepare medication as prescribed and apply the 7 Rights.</p> <p>Check prescription orders and medication chart using two identifiers.</p> <p>Draw the appropriate medication into the syringe using a drawing needle.</p> <p>Remove the drawing needle and immediately discard into a sharp's bin, then attach the needle to be used for performing the injection.</p>	<p>Properly identifying medication decreases risk of wrong medication administration to the patient.</p> 
4.	Explain the procedure and provide privacy.	Explaining increases the patient's knowledge, cooperation and provides comfort to patient.

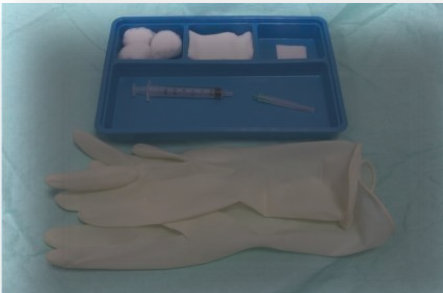
No.	Steps	Rationale
5.	Identify patient by using at least two patient identifiers.	<p>Using two patient identifiers ensures accuracy of the correct medication to the correct patient.</p>  
6.	Reassess patient for any contraindications to the medications.	This prerequisite will avoid adverse effect to drugs.
7.	<p>Select and assess site for ID injection:</p> <ul style="list-style-type: none"> - Anterior aspect of forearm - Upper arm - Upper chest - Upper back <p>Note: Site should be free from lesions, rashes, and moles.</p>	<p>Selecting the correct site allows for accurate reading of the test site at the appropriate time.</p> 

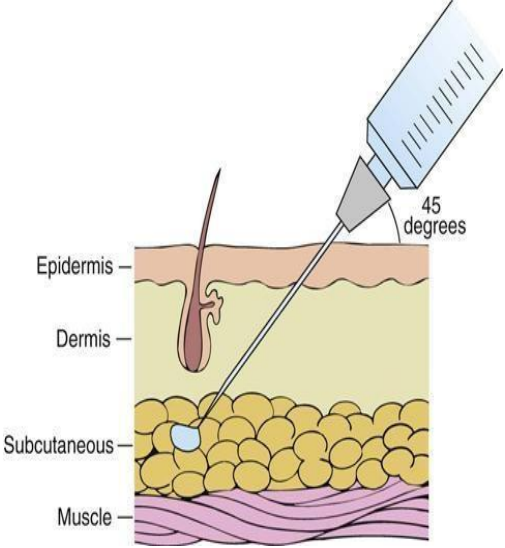

No.	Steps	Rationale
8.	Perform hand hygiene and apply non-sterile gloves (optional).	<p>Reduces transmission of microorganism. Gloves help prevent exposure to blood/body fluids.</p> 
9.	Clean the site with dry swab. (Gloves are optional)	<p>Prevent transfer of microorganism during needle insertion.</p> 
10.	Remove the needle from cap by pulling it off in a straight motion.	<p>This decreases risk of accidental needle-stick injury.</p> 


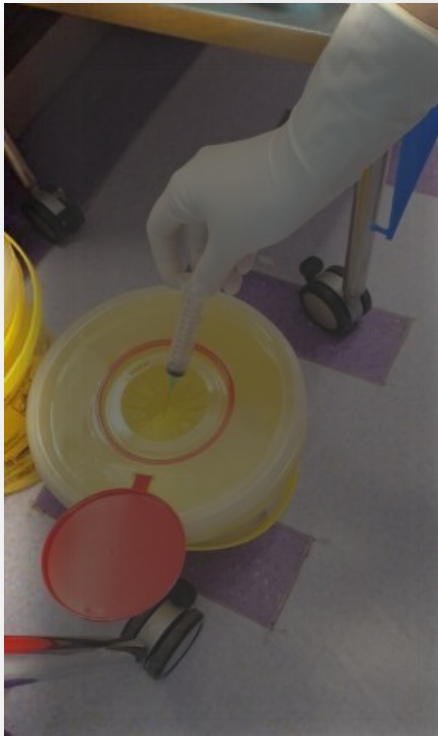
No.	Steps	Rationale
11.	Pull the skin taut with non-dominant hand.	<p>Taut skin provides easy entrance for the needle.</p> 
12.	Hold the syringe in the dominant hand between the thumb and forefinger, with the bevel of the needle up.	<p>This allows for easy handling of the syringe.</p> 
13.	<p>Hold syringe at a 5° to 15° angle from the site.</p> <p>Place the needle almost flat against the patient's skin, bevel side up, and insert needle into the skin.</p> <p>Insert the needle only about ¼ inches, with the entire bevel under the skin.</p>	<p>Keeping the bevel side up allows for smooth piercing of the skin and induction of the medication into the dermis.</p>
14.	Once syringe is in place, slowly inject the medication while watching for a small weal or bleb to appear.	<p>Slow injection minimize discomfort at site. Dermal layer is tight and does not expand easily when medication is injected.</p> <p>The presence of the weal or bleb indicates that the medication is in the dermis.</p> 



No.	Steps	Rationale
15.	<p>Withdraw the needle at the same angle as insertion and discard in a sharp's bin.</p> <p>Wipe the area with a dry sterile cotton/gauze.</p> <p>DO NOT massage.</p>	<p>Withdrawing at the same angle as insertion minimizes discomfort to the patient and damage to the tissue.</p> <p>Massage can cause false positive results.</p>
16.	<p>If injection is a tuberculin skin test, circle the area around the injection site.</p>	<p>To allow for easy identification of site in 3 days.</p> 
17.	<p>Remove and dispose gloves. Perform hand hygiene.</p>	<p>It is the easiest way to prevent the transmission of microorganisms.</p>
18.	<p>Document the procedure and findings.</p>	<p>Proper documentation helps ensure correct administration of medication.</p>
19.	<p>Evaluate the patient response to injection within appropriate time frame.</p>	<p>The patient will need to be evaluated for therapeutic and adverse effects of the medication or solution.</p>

1.2.SUBCUTANEOUS:

No.	Steps	Rationale
1.	Perform hand hygiene and gather supplies.	
2.	Prepare items required <ul style="list-style-type: none"> - medication - syringe & needle (according to medication prescribed) - non-sterile gloves (optional) - alcohol swab and dry sterile cotton/gauze - plaster (if required). 	
3.	Prepare medication as prescribed and apply the 7 Rights. Check prescription orders and medication chart using two identifiers. Draw the appropriate medication into the syringe using a drawing-up needle. Remove the drawing needle and immediately dispose of it into a sharps bin, then attach another needle to be used to administer injection	Properly identifying medication decreases risk of wrong medication administration to the patient.
4.	Explain the procedure and provide privacy.	Explaining procedure increases the patient's knowledge, cooperation procedure and provides comfort to patient.
5.	Identify patient by using at least two patient identifiers.	Using two patient identifiers ensures accuracy of the correct medication to the correct patient.
6.	Reassess patient for any contraindications to the medications.	This prerequisite will avoid adverse effect to drugs



No.	Steps	Rationale
7.	<p>Choose an appropriate site for the injection:</p> <ul style="list-style-type: none"> - Outer area of the arm - The abdomen (except a 2 inches area around the navel) - Lateral aspects of thigh <p>Note:</p> <ul style="list-style-type: none"> - DO NOT use a site that is scarred, inflamed, irritated or bruised. - If multiple injections need to be administered, use different sites for each subsequent injection. - If frequent injections are administered, rotate injection sites. 	<ul style="list-style-type: none"> - Avoid injecting within a 2 inches radius around the umbilicus (this is the preferred site for administering low molecular weight heparin). - The principle to remember is that the drug should be administered into the adipose tissue or connective tissue underlying the dermis and not the muscle  <p>The diagram illustrates a subcutaneous injection. A syringe is shown at a 45-degree angle to the skin. The skin layers are labeled: Epidermis (outermost), Dermis (middle), Subcutaneous (adipose tissue layer), and Muscle (deepest). The needle is shown penetrating the epidermis and dermis, with the drug being deposited into the subcutaneous layer.</p>
8.	Perform hand hygiene and wear gloves (optional).	
9.	<p>Cleaning the site:</p> <ul style="list-style-type: none"> - If the skin is visibly soiled it should be cleaned first with soap and water. 	
10.	Pinch a 5 cm fold of skin between the thumb and index finger, using non-dominant hand.	<p>Pinching the skin increases the depth of the subcutaneous tissue available.</p>  <p>The photograph shows a person's upper arm. A gloved hand is pinching a 5 cm fold of skin between the thumb and index finger. A syringe is visible, ready for use on the pinched skin.</p>


No.	Steps	Rationale
11.	<p>Pierce the skin at a 45° angle.</p> <p>Insert the needle firmly, with the bevel facing upwards.</p>	<p>To remain in the subcutaneous tissue layer.</p> 
12.	<p>Aspirate slightly if no blood then inject the medication slowly whilst holding the barrel firmly.</p>	<p>Firm insertion minimizes discomfort.</p> <p>There are no major blood vessels in the subcutaneous tissue and the risk of inadvertent intravenous administration is minimal.</p>
13.	<p>Discard the syringe and needle immediately into a sharp's bin.</p>	<p>To avoid sharps injuries</p> 

No.	Steps	Rationale
14.	Apply gentle pressure over the injection site with a sterile cotton/gauze and plaster. Avoid rubbing the site.	 <p data-bbox="852 786 1361 819">Rubbing causes underlying tissue damage.</p> 
15.	Remove and dispose gloves and perform hand hygiene.	Reduces transmission of microorganisms.
16.	Document the procedure and findings.	Proper documentation helps to kept tract of medications, a client has received and is currently receiving.
17.	Evaluate the patient response to injection within appropriate time frame.	The patient will need to be evaluated for therapeutic and adverse effects of the medication or solution.

1.3.INTRAMUSCULAR:





No.	Steps	Rationale
1.	Perform hand hygiene and gather supplies.	Reduces transmission of microorganisms.
2.	Prepare items required: <ul style="list-style-type: none"> - medication - syringe & needle (according to medication prescribed) - non-sterile gloves (optional) - alcohol swab and dry sterile cotton/gauze - plaster (if required) 	
3.	Prepare medication as prescribed and apply the 7 Rights. Check prescription orders and medication chart using two identifiers. Draw the appropriate medication into the syringe using a drawing needle. Remove the drawing needle and immediately dispose of it into a sharps bin, then attach the needle to be used for performing the injection.	Properly identifying medication decreases risk medication error of wrong medication administration to the patient.
4.	Explain the procedure and provide privacy.	Explaining procedure increases the patient's knowledge, cooperation and provides comfort to patient.
5.	Identify patient by using at least two patient identifiers.	Using two patient identifiers ensures accuracy of the correct medication to the correct patient.
6.	Reassess patient for any contraindications to the medications.	Assessment is a prerequisite to avoid adverse effect.

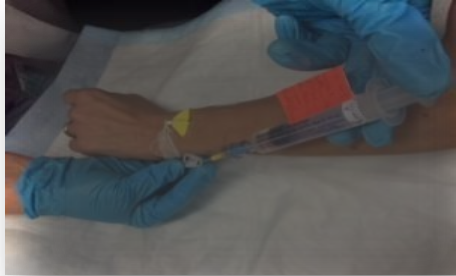


No.	Steps	Rationale
7.	<p>Choose an appropriate site for the injection:</p> <p>Deltoid muscle of the upper arm</p> <p>Dorsogluteal – performed by entering the gluteus maximus muscle.</p> <p>Ventrogluteal – Safer option which accesses the gluteus medius muscle.</p> <p>Vastus lateralis – A quadriceps muscle situated on the outside femur</p> <p>Rectus Femoris - Anterior quadriceps muscle administration or for infants.</p> <p>Note: DO NOT use a site that is scarred, inflamed, irritated or bruised.</p> <p>If multiple injections need to be administered, use different sites for each subsequent injection.</p> <p>If frequent injections are administered, rotate injection sites.</p>	
8.	<p>Perform hand hygiene and wear gloves (optional).</p>	<p>Reduces transmission of microorganism.</p> <p>Gloves help prevent exposure to Blood/Body Fluids.</p>
9.	<p>Cleaning the site using either soap and water or 60-70% alcohol</p>	<p>Prevent transfer of microorganism during needle insertion.</p> 

No.	Steps	Rationale
10.	<p>Gently place traction on the skin with your non-dominant hand away from the injection site.</p> <p>Release the traction when the needle is removed from the skin.</p> <p>If the patient is elderly with reduced muscle mass or the patient is emaciated, DO NOT apply traction, instead, and bunch the muscle up.</p>	<p>This application and subsequent removal of traction is known as the 'Z-track technique'. It helps to keep the administered medication within the muscle.</p> <p>When the traction applied to the skin is released, the alignment of the subcutaneous and muscle layers shifts, locking the medication into the muscle layer.</p> <p>To ensure adequate bulk before injecting and medication reaches muscle mass.</p>
11.	<p>Holding the syringe with dominant hand at a 90° angle. Insert the needle firmly, with the bevel facing upwards then aspirate.</p>	<p>To ensure the needle is not placed in a blood vessel and the risk of intravascular administration.</p>
12.	<p>Inject the medication slowly whilst holding the barrel firmly.</p>	<p>Firm insertion minimizes discomfort.</p> 
13.	<p>Discard the syringe and needle immediately into a sharp's bin.</p>	<p>To avoid sharps injuries.</p>
14.	<p>Apply gentle pressure over the injection site with a cotton swab or gauze and avoid rubbing the site.</p> <p>Replace the gauze with a plaster.</p>	<p>Rubbing causes underlying tissue damage.</p>
15.	<p>Remove and dispose gloves and perform hand hygiene.</p>	<p>Reduces transmission of microorganisms.</p>
16.	<p>Document the procedure and findings.</p>	<p>Proper documentation helps to kept tract of medications, a client has received and is currently receiving.</p>
17.	<p>Evaluate the patient response to injection within appropriate time frame.</p>	<p>The patient will need to be evaluated for therapeutic and adverse effects of the medication or solution.</p>

1.4. INTRAVENOUS (ADMINISTERING AN IV MEDICATION VIA A SALINE LOCK):


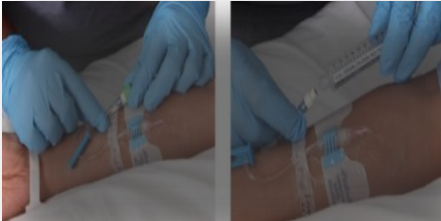

No.	Steps	Rationale
1.	Perform hand hygiene and gather supplies.	Reduces transmission of microorganisms
2.	Prepare items required <ul style="list-style-type: none"> - medication - syringe & needle (according to medication prescribed) - non-sterile gloves (optional) - alcohol swab and dry sterile cotton/gauze - plaster (if required) 	
3.	Prepare medication as prescribed and apply the 7 Rights. Check prescription orders and medication chart using two identifiers. Draw the appropriate medication into the syringe using a drawing needle. Remove the drawing-up needle and immediately dispose of it into a sharp's bin, then attach the needle to administer injection.	Properly identifying medication decreases risk of wrong medication administration to the patient.
4.	Explain the procedure and provide privacy.	Explaining procedure increases the patient's knowledge, cooperation and provides comfort to patient.
5.	Identify patient by using at least two patient identifiers.	Using two patient identifiers ensures accuracy of the correct medication to the correct patient.
6.	Reassess patient for any contraindications to the medications.	This prerequisite will avoid adverse effect to drugs
7.	Perform hand hygiene and wear gloves (optional).	Reduces transmission of microorganism. Gloves help prevent exposure to blood /body fluids.



No.	Steps	Rationale
8.	Clean the access port with an alcohol swab and allow drying.	<p>This technique prevents induction of microorganisms into the port.</p> 
9.	<p>Flush the saline lock with 3 to 5 ml of Normal Saline.</p> <p>Note: DO NOT force if resistance is felt. Remove syringe.</p> <p>If swelling, pain, or redness exists, remove IV cannula and restart new IV site.</p>	<p>To ensure patency.</p> <p>To prevent extravasation.</p>  
10.	Attach medication to IV port.	

No.	Steps	Rationale
11.	Inject the medication slowly with the correct rate.	<p>Rapid injection of IV medications can be fatal.</p> 
12.	<p>Flush IV port with Normal Saline.</p> <p>When flushing is complete, detach and then apply clamp on extension tubing or use stopper.</p>	<p>Flushing the saline lock clears the medication residue from the device.</p>  
13.	Discard the syringe immediately into a sharp's bin.	Proper needle disposal prevents needle stick injuries.
14.	Remove and dispose gloves and perform hand hygiene.	It is the easiest way to prevent the transmission of microorganisms.
15.	Document the procedure and findings.	Proper documentation helps to kept tract of medications, a client has received and is currently receiving.
16.	Evaluate the patient response to injection within appropriate time frame.	The patient will need to be evaluated for therapeutic and adverse effects of the medication or solution.

1.5. INTRAVENOUS (ADMINISTERING AN IV MEDICATION WITH COMPATIBLE IV SOLUTION):

No.	Steps	Rationale
1.	Perform hand hygiene and gather supplies.	Reduces transmission of microorganisms
2.	Prepare items required <ul style="list-style-type: none"> - medication - syringe & needle (according to medication prescribed) - non-sterile gloves (optional) - alcohol swab and dry sterile cotton/gauze - plaster (if required). 	
3.	Prepare medication as prescribed and apply the 7 Rights. Check prescription orders and medication chart using two identifiers. Draw the appropriate medication into the syringe using a drawing needle. Remove the drawing-needle and immediately dispose of it into a sharp's bin, then attach the needle to be used for performing the injection.	Properly identifying medication decreases risk of wrong medication administration to the patient.
4.	Explain the procedure and provide privacy.	Explaining procedure increases the patient's knowledge, cooperation and provides comfort to patient.
5.	Identify patient by using at least two patient identifiers.	Using two patient identifiers ensures accuracy of the correct medication to the correct patient.
6.	Reassess patient for any contraindications to the medications.	The prerequisite will avoid adverse effect to drugs
7.	Perform hand hygiene and wear gloves (optional).	Reduces transmission of microorganism. Gloves help prevent exposure to Blood/Body Fluids.

No.	Steps	Rationale
8.	<p>Select the IV access port closest to the patient.</p> <p>Clean the access port with an alcohol swab and allow drying.</p>	<p>This prevents induction of microorganisms by the syringe.</p> 
9.	<p>Attach syringe with medication to lowest port and administer slowly until completed medication.</p> <p>Note:</p> <p>If running primary IV solution is medication (e.g., heparin, morphine, insulin, or blood or blood products)</p> <p>DO NOT FLUSH.</p> <p>Start another saline lock on the opposite arm.</p>	
10.	<p>If IV solution is on an IV pump, pause the device.</p> <p>Use 3 way stop cock (if available). Pinch IV tubing above the lowest access port or use blue slider clamp.</p>	<p>This prevents the IV medication from travelling upwards the IV line.</p> 

No.	Steps	Rationale
11.	Inject medication slowly at the recommended rate.	<p>This ensures safe medication administration at the correct rate.</p> 
12.	Discard the syringe immediately into a sharp's bin.	To prevent needle stick injuries.
13.	Unclamp and regulate the IV tubing and restart IV infusion device as required.	<p>To ensure the IV is infusion at the correct rate.</p> 
14.	Remove and dispose gloves and perform hand hygiene.	It is the easiest way to prevent the transmission of microorganisms
15.	Document the procedure and findings.	Proper documentation helps to kept tract of medications, a client has received and is currently receiving.
16.	Evaluate the patient response to injection within appropriate time frame.	The patient will need to be evaluated for therapeutic and adverse effects of the medication or solution.