

IV Infusion: CADD Solis Pump

Please refer to your “Patient Guide to Infusion Therapy” booklet for additional information.

This information is not intended to be a substitute for professional advice. Always do what your doctor, nurse or pharmacist recommends.

These instructions are meant to provide you with the basic steps to administer your medication. Please refer to your CADD Pump manual for more detailed instructions.

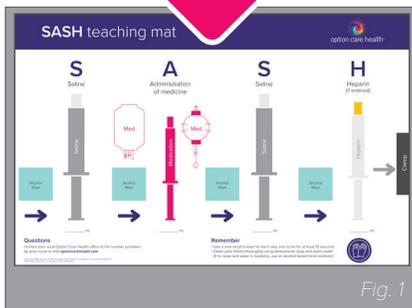


Fig. 1

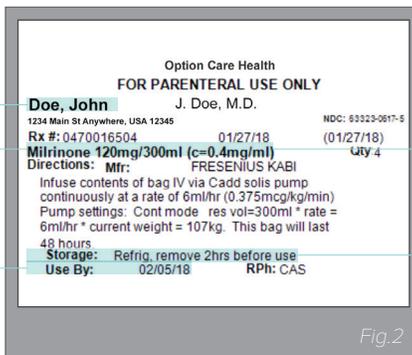


Fig. 2

For demonstration purposes, follow the instructions on YOUR medication bag.

Getting started

- Remove medication from refrigerator at least ____ (minutes/hours) prior to use. Consult medication label for instructions regarding when to remove medication from refrigerator
- **NEVER** speed the warming process by heating or microwaving the medication
- Use a clean work area
- Clean your hands thoroughly using antibacterial soap and warm water (if no soap and water is available, use an alcohol-based hand sanitizer)
- Dry your hands with a clean towel

1 | Gather your supplies and prepare your SASH mat as instructed:

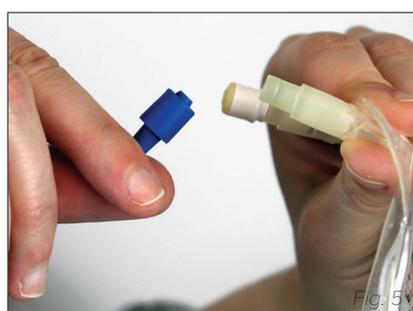
- SASH mat (See Fig. 1)
- CADD pump
- IV tubing
- Medication bag
- Flush syringes
 - _____ mL saline
 - _____ mL of heparin _____ units/mL heparin
- Alcohol wipes
- Sharps container (if needed) and/or trash container

2 | Inspect medication bag

Inspect the medication bag. Check the label on the bag (See Fig. 2) and verify:

- Correct name of patient
- Correct name of medication
- Volume/amount of medication
- Storage instructions
- Use by date of medication

Medication bag should be free of leaks, floating particles or discoloration. Call your nurse or pharmacist if there are problems with the medication bag or anything on the label is incorrect.



3 | Prepare your flush syringes, if instructed to flush between medication bags

- Prior to using syringe, push firmly on the thumb press with the tip cap still on, just until you feel the plunger move.
- Expel air and excess solution by twisting off tip cap and pushing plunger forward. Push out extra solution to the amount instructed by your nurse. (See Fig. 3)
- Replace the syringe cap, being careful not to touch the tip of the syringe with your hand. If you touch it, you will need to start over with a clean syringe. Set aside syringe until you are ready to use it.
- Repeat for all flush syringes needed for dose.

4 | Prepare your IV medication

- Remove IV tubing from its package.
- Remove the blue clip from the bottom of the cassette. (See Fig. 4)
- Place the medication bag on a clean flat surface.
- Remove the tab from the medication bag. (See Fig. 5)
- Remove the cover from the spike of the tubing. (See Fig. 6)
DO NOT touch the end.
- Spike the bag by pushing and twisting the end of the tubing into the bag port. (See Fig. 7) Make sure the spike reaches the medication in the bag and be careful not to puncture the bag. (See Fig. 8)

5 | Complete your current bag of medication

(if you have already been disconnected from your pump, continue to step #6)

- When the current infusion is complete, press the **Stop/Start** key.
- Disconnect the used tubing from your IV catheter.
- Remove the tubing from the pump by pushing down on the cassette latch until the cassette detaches. Dispose of tubing in a trash container as instructed by your nurse.

6 | Change the batteries as directed:

(if using rechargeable battery pack, follow the instructions provided by your nurse)

- Turn the knob counter-clockwise to open the door.
- Remove used batteries and discard as instructed.
- Insert the new batteries matching the positive and negative markings on the batteries with the corresponding markings on the pump. Insert one battery at a time. (See Fig. 9)
- Close the battery door by turning the knob clockwise to lock.
- Let the pump power up; you will hear 6 beeps.

The pump will not turn on if the batteries are not installed correctly.



7 | Connect the new tubing to the pump

- A. With the pump powered on, insert the new cassette hooks into the pump's hinge pins. (See Fig. 10)
- B. Place pump with cassette on firm surface and push down on top of the pump.
- C. Press up on the latch to lock the new cassette to the pump. Ensure the latch is flush with the side of the pump.



8 | Prime your IV tubing

When priming the tubing, it should NEVER be connected to the patient. Priming with the set connected to the patient could result in overdose and may cause injury or even death to the patient.

- A. 'Prime tubing?' will appear on the screen, select 'Yes'.

Before leaving the pharmacy, the pump was programmed by your pharmacist per your healthcare provider's orders and was verified by another clinician, if applicable. The pump is in lock mode. You will be unable to change the program.



- B. Confirm the tubing is disconnected from your IV catheter, open the clamps and select 'Prime'.
- C. Continue priming, by selecting 'Yes' when prompted, until fluid drips from the end of the tubing.
- D. You can stop priming at any time by selecting 'Stop priming'.
- E. 'Reset reservoir volume' will appear on the screen, select 'Yes'.
- F. After the pump resets the volume, 'Ready to begin' will appear on the screen.



Fig. 11



Fig. 12



Fig. 13

9 | Flush your IV line with saline, if instructed

Using one of your prepared saline syringes from step #3.

- A. Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. (See Fig. 11)
- B. Remove the protective cap from the saline flush syringe. **DO NOT** touch the syringe tip after removing the cap.

Discard the saline flush syringe if the uncapped sterile tip touches any unclean surface.

- C. Attach the saline flush syringe to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 12)
- D. Open the clamp on your IV catheter and/or IV extension set, if indicated.
- E. Flush your IV catheter using a “push/pause” method. **DO NOT** attempt to flush if resistance is met; call your nurse or pharmacist.
 - _____ mL saline
- F. Remove and discard the saline flush syringe in a trash container.

10 | Administer your medication

- A. Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. (See Fig. 11)
- B. Remove the protective cap from the IV tubing.
- C. Attach the IV tubing firmly to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 13)
- D. Open all clamps on the IV tubing and your IV catheter.
- E. ‘Start pump?’ will appear on the screen, select ‘Yes’. The message in the status bar will change to a green ‘Running’ message and ‘Infusion is starting now...’ appears briefly.
- F. You will know the pump is running when the green light is blinking.

11 | Pausing an infusion

- A. The infusion can be paused by pressing the **Stop/Start** key.
- B. To resume your infusion where you left off, press the **Stop/Start** key. Your pump will alarm if you do not restart it within a few minutes. The alarm is a reminder to start the pump.



12 | When it is time to change the bag or you have been instructed to stop your infusion:

Always infuse your medication as instructed.

- A. If your infusion is now complete **OR** you are taking a “disconnect break” between doses, stop the pump by pressing the **Stop/Start** key.
- B. The menu will ask, ‘**Stop pump?**’ Select ‘**Yes**’.
- C. Disconnect the IV tubing and discard all equipment as directed in a trash container.

If the tubing is to be used again within 24 hours, cover the exposed IV tubing tip with a sterile cap provided.

13 | Flush your IV line with saline, if instructed *(if your infusion is complete or you are taking a “disconnect break” between doses)*

- A. Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. *(See Fig. 11)*
- B. Remove the protective cap from the saline flush syringe.
DO NOT touch the syringe tip after removing the cap.

Discard the saline flush syringe if the uncapped sterile tip touches any unclean surface.

- C. Attach the saline flush syringe to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. *(See Fig. 12)*
- D. Flush your IV catheter using a “**push/pause**” method. **DO NOT** attempt to flush if resistance is met; call your nurse or pharmacist.
 - _____ mL saline
- E. Close the clamp on your IV catheter and/or IV extension set unless you have been instructed to use heparin.
- F. Remove and discard the saline flush syringe in a trash container.

14 | If hooking up a new bag at this point, return to the beginning of the instructions

15 | Flush your IV line with heparin, if instructed *(if your infusion is complete or you are taking a “disconnect break” between doses)*

- A. Scrub the needleless connector on your IV catheter with an alcohol wipe for at least **15 SECONDS** and allow to air dry. *(See Fig. 11)*
- B. Remove the protective cap from the heparin flush syringe.
DO NOT touch the syringe tip after removing the cap.

Discard the heparin flush syringe if the uncapped sterile tip touches any unclean surface.

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CADD Pump alarms

These are the common pump alarms you may experience. To silence the alarm, select **'silence'**. This will silence the alarm for two minutes. If left unattended, the pump will sound an alarm again after the two minutes. Call your Option Care Health pharmacy for assistance as needed at any time.



- C. Attach the heparin flush syringe to the needleless connector on your IV catheter using a push and clockwise twisting motion until secured together. (See Fig. 12)
- D. Open the clamp on your IV catheter and/or IV extension set, if indicated.
- E. Flush your IV catheter using a **“push/pause”** method. **DO NOT** attempt to flush if resistance is met; call your nurse or pharmacist.
 - _____ mL of heparin _____ units/mL heparin
- F. Close the clamp on your IV catheter and/or IV extension set, if indicated.
- G. Remove and discard the heparin flush syringe in a trash container.

Alarm	Message
System fault alarm	An unrecoverable error may have occurred, such as a hardware or software fault. With this alarm, the amber indicator light is continuously lit, the screen is red and a two-tone alarm sounds. If a system fault alarm occurs, contact your nurse or healthcare provider.
High priority alarm	This alarm always pauses or stops the pump. This alarm is accompanied by a red screen and persists until acknowledged by a key press or until the condition that triggered the alarm goes away. If silenced, the alarm sounds again after two minutes if the alarm condition still exists.
Medium priority alarm	This alarm does not stop the pump (delivery continues). This alarm is accompanied by an amber screen and persists until acknowledged by a key press or until the condition that triggered the alarm goes away. If silenced, the alarm sounds again after two minutes if the alarm condition still exists.
Low priority alarm	This alarm does not stop the pump (delivery continues). The alarm is accompanied by a blue screen and persists for five seconds (or more with some alarms) unless it is acknowledged by a key press or until the condition that triggered the alarm goes away.
Informational priority message	These messages do not stop the pump. They appear in the status bar for five seconds, are almost always silent and require no acknowledgement. Examples include 'cassette locked' and 'cassette unlocked' .

Call your nurse or doctor with any questions or concerns



Your Option Care Health team is available on call 24/7/365 to assist you.

To view video instructions and access additional educational resources, visit optioncarehealth.com/education.

(SASH) Procedure Summary:

- Flush IV with _____ mL **(S)**aline
- **(A)**dminister medication continuously as instructed
- With any interruption in the infusion or when the infusion is complete:
 - Flush with _____ mL **(S)**aline
 - Flush with _____ mL **(H)**eparin, if ordered

