

Activation Guide

Mini-Bag Plus Container System

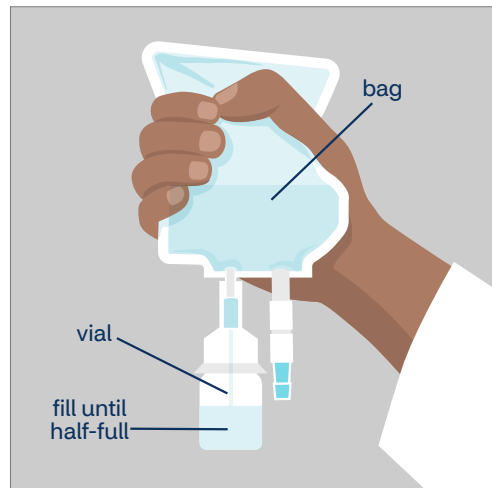
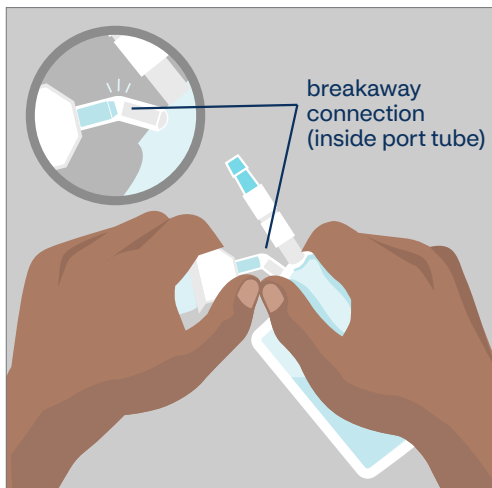
Before you begin

There are important steps you must take before you begin. Please refer to your SASH Teaching Mat for more details. Also have your Gravity Infusion Administration Guide available.

1. **Clean** your work area.
2. **Wash** your hands.
3. **Gather** your supplies:
 - Medication bag, at room temperature
 - Intravenous (IV) pole
 - IV tubing
 - Sterile protective cap, if infusing more than once a day
 - Pre-filled saline syringe(s)
 - Pre-filled heparin syringe(s), if ordered
 - Alcohol pads
4. **Inspect** the medication label:
 - Correct patient name
 - Correct medication and dose
 - Medication is not expired
 - Length of infusion

Prepare medication

1. Bend the breakaway connection between the bag and vial adapter back and forth until the seal breaks.
2. Next, hold the bag up, with the vial hanging below it. Squeeze the bag to move solution into the vial until it is half-full. While keeping the vial attached to the bag, swirl gently until all powder medication is dissolved.



3. Hold the bag so the vial is upside down. Squeeze the bag to force air into the vial. Then release the bag to drain the medication from the vial into the bag. Repeat this step until the vial is empty of medication. Do not remove the vial.

Note: It is okay if there is a very small amount of fluid left in the vial that will not flow into the bag.



Note: Refer to your Gravity Infusion Administration Guide for steps to prepare your medication for administration.

4. Once the vial is empty of medication, hang the bag on the IV pole the bag on the IV pole. Make sure the IV pole is fully extended so that the medication is above your catheter line.

Prime your tubing

1. Remove the tubing from the package and untwist to its full length. Close the pinch clamp on the tubing. This will prevent the flow of medication.
2. Remove the protective cover from the IV tubing port at the bottom of the bag. Be careful not to touch the exposed end with your fingers. Next, pull off the protective cover from the spike at the end of the

tubing. Be sure not to touch the spike; keep the fingers on the drip chamber (see image on left).

3. Insert the spike into the port of the medication bag using a twisting and pushing motion.
4. Gently squeeze the drip chamber of the tubing and release. Repeat as needed to allow the solution to fill the chamber about halfway.
5. Open the pinch clamp on the tubing. Turn the dial until you see medication dripping into the drip chamber.
6. Watch as the medication moves all the way through the tubing until a drop of fluid forms at the end. Close pinch clamp to stop the flow of medication. Your tubing is now “primed” and ready to use.
7. Set the dial to the desired drip rate. Your rate is _____ mL/hour.

Flush your catheter

Flush your catheter before administering your medication. Please refer to your SASH Teaching Mat for more details.

Administer medication

1. Scrub the catheter injection cap with a new alcohol pad for 15 seconds, and let it air dry for 5 seconds.
2. Be careful not to touch the top of the injection cap with your fingers while you are cleaning it.
3. Take the cover off the end of the IV tubing. Connect the IV tubing by pushing and turning the end of the tubing clockwise into the injection cap until secure.

4. Open the pinch clamp on the administration tubing. Start the infusion. Count the drops as directed by your nurse. Start at the _____ mL/hr as shown on the medication label. Count drops and adjust the dial accordingly. Repeat this process until you reach the mL/hr that is on the medication label.
5. Your medication will infuse in about _____ minutes/hours. Watch the infusion near the end of this time so that you can stop the fluid flow. When the bag is empty but there is still fluid in the drip chamber, stop the fluid flow by quickly pinching or closing the clamp on the tubing.
6. Remove the tubing from the catheter injection cap. If you will be infusing more than once a day, place a sterile end cap on the end of the tubing. This will keep the end of the tubing sterile so it can be used for your next infusion. Do not allow the tubing to dangle onto the floor. Drape the tubing up and over the IV pole to prevent from touching the floor.

Flush your catheter

Flush your catheter after administering your medication. Please refer to your SASH Teaching Mat for more details.

Troubleshooting

Pump problem	Troubleshooting tip
Fluid will not flow into the vial of medication.	<ul style="list-style-type: none"> • Flex the breakaway connection back and forth several times to ensure connection is fully open. • Ensure the vial of drug is evenly positioned in the adapter (not crooked).
There is diluted drug left in the vial.	<ul style="list-style-type: none"> • It is common for a very small amount of fluid to remain in the vial. Check with your nurse or pharmacist if you are unsure.
Drip chamber is empty and/or air in tubing (if instructed to reuse tubing).	<ul style="list-style-type: none"> • Squeeze drip chamber to fill chamber half way. • Re-prime tubing to remove all air.

Want to learn more?

Watch a how-to video on our Resource Center at [CoramHC.com](https://www.CoramHC.com)

SASH (S: Saline; A: Administration of Medication; S: Saline; H: Heparin [if ordered]).

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