Coram®

♥CVS specialty® infusion services

Administration Guide

CADD®-Solis Pump

Before you begin

There are important steps you must take before you begin. Please refer to your SASH Teaching Mat for more details.

1. **Clean** your work area.

2. **Wash** your hands.

3. **Gather** your supplies:

   - CADD-Solis pump
   - Four "AA" batteries
   - Pump tubing
   - Medication bag, at room temperature
   - Alcohol pads
   - Pre-filled saline syringe(s)
   - Pre-filled heparin syringe(s), if ordered
   - Pump carrying bag, if instructed to use
   - Sharps container, if using needles
   - Pump key, if needed

4. **Inspect** the medication and label:

   - Correct patient name
   - Correct medication and dose
   - Medication is not expired
   - Length of infusion
   - The solution should be clear, consistent in color and free of any visible particles

Prepare your pump

1. Open the battery compartment. Remove and discard used batteries as instructed by your nurse.

2. Insert 4 new "AA" batteries in the pump every time you start a new IV bag.
   Note: Do not mix new and used batteries.

3. Close the battery compartment.

Prepare the administration tubing and medication bag

Note: If tubing is already attached to your medication bag, skip to the next section *Turn the pump on*.

1. Take the administration tubing out of the package. Remove any tape.

2. Close the pinch clamp on the tubing.

3. Remove the blue plastic clip from the cassette.

4. Remove the cover or tab from the port at the bottom of the medication bag. Be careful not to touch the exposed end with your fingers.

5. Pull off the protective cover from the spike at the end of the tubing. Be sure not to touch the spike.

6. Insert the spike into the port of the medication bag using a twisting and pushing motion.

Turn the pump on

1. Press and hold the power button until you hear one beep. Release the button. See Figure 1.

Figure 1: Power button

Power button

2. When the pump powers on, it will perform a self-test. Once the power up sequence is complete, six beeps will occur.

3. The green indicator light flashes when the pump is running and delivering fluid as programmed.
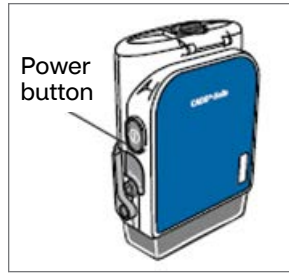
   The amber (orange) light flashes when the pump is stopped, an alarm condition exists, the battery is low or the reservoir volume is close to zero. The light stays on when the pump is not working. The display briefly describes the alarm condition when the amber light is flashing.

   Note: Both the green and amber lights may flash at the same time. This means that the pump is running, but something is wrong (for example, low battery or low reservoir volume).

   Refer to the troubleshooting tips on the last page of this guide to resolve any amber light alarm issues.

Attach the administration tubing to the pump

1. Before attaching a new cassette, make sure the pump is turned on.
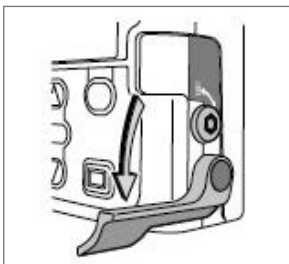
2. Open the cassette latch. See Figure 2.

Figure 2: Opening the latch

3. Insert the cassette hooks into the hinges on the bottom of the pump. See Figure 3.

Figure 3: Inserting cassette hooks

4. Place the pump upright on a firm, flat surface. Then, press down on the latch side of the pump so the cassette fits tightly against the pump. See Figure 4.
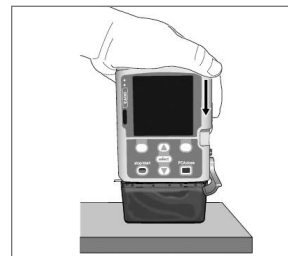

Figure 4: Latching the cassette

5. Lift the cassette latch into the closed position. **DO NOT FORCE THE LATCH**. Make sure that the cassette is attached correctly. The cassette should line up evenly with the bottom of the pump. If the cassette is attached incorrectly, there will be an uneven gap between the cassette and the pump. See Figure 5.
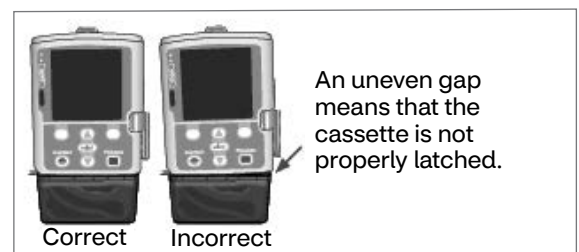

An uneven gap means that the cassette is not properly latched.

Correct   Incorrect

Figure 5: Attaching the cassette

6. The type of cassette that is attached will appear briefly at the top of the screen when it has been properly attached and latch is closed.

7. The pump will display screens that will take you through the next steps to administer your medication.

> **Note:** If you received a pump key, your nurse will instruct you on when and how to use it.

Reset reservoir volume

1. **Reset reservoir volume to _____mL?** will appear after cassette is attached. **Reservoir volume** is the amount of fluid in a new bag of medication that is pre-programmed in your pump.

2. Press **Yes** for a new bag/cassette. See Figure 6. **Saving** will appear briefly as it resets the reservoir volume.

Figure 6: Resetting the reservoir volume

Prime the tubing

1. Once you have reset the Reservoir Volume, the **Prime tubing?** screen will appear.

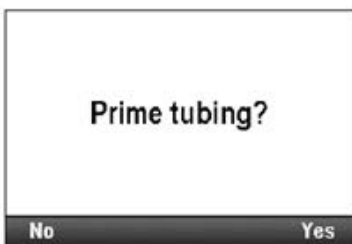2. Press **Yes** to prime the tubing or **No** if your tubing has been pre-primed. See Figure 7.

Figure 7: "Prime tubing?" screen

3. When **Disconnect Tubing** appears, make sure you are not connected to the IV catheter. Check to make sure all the clamps are open. Press **Prime**. See Figure 8.
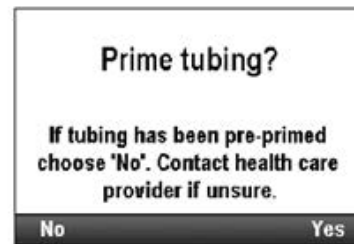

Figure 8: "Prime tubing?" screen

4. Do not remove the cap from the end of the administration tubing. The medication will be able to flow out around it.

5. Stop priming once the medication reaches the end of the tubing. If the medication is not at the end of the tubing when priming stops, press **Continue priming**. If the medication is dripping, press **Stop priming**.
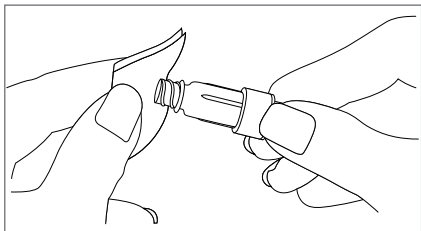
Flush your catheter

> **Note:** If you are receiving inotropic (cardiac), chemotherapy or pain management therapies, **DO NOT** flush your catheter in the lumen the medication is infusing unless instructed by your clinician.

Please refer to your SASH Teaching Mat for more details.

If you have another tube (lumen) on your IV catheter, this may be a good time to flush it (if instructed by your clinician).

Connect the tubing to the catheter

1. Scrub the catheter injection cap with a new alcohol pad for 15 seconds. Then let it air dry for 5 seconds. Be sure not to touch the top of the injection cap with your fingers while you are cleaning it.

2. Take the cover off of the end of the administration tubing. Connect the end of the tubing by pushing it clockwise into the injection cap until secure. Be sure not to touch the sterile end with your fingers.
3. Make sure all clamps are open.

Start the pump

1. Press the **STOP/START** key to start the pump.
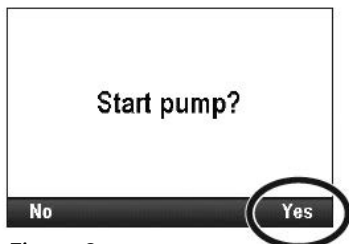2. When **Start Pump?** appears, press **Yes**. See Figure 9.

Figure 9:
"Start pump?" screen

3. The pump will start. The **Stopped** message in the status bar will change to **Running** and **Infusion is starting now** will appear briefly. See Figure 10.

Figure 10: "Running" message

Note: If a previous infusion was stopped before it was fully delivered, this message will appear: **Infusion was interrupted before completion. Finish interrupted infusion or start from beginning with new bag.**

In this case, select **New Bag** to reset the reservoir volume and reset the infusion profile. Or select **Finish** to resume the infusion from the point when it was last running. (This applies only to Taper and Step modes.)

Stop the pump

1. Press the **Stop/Start** key to stop the pump.
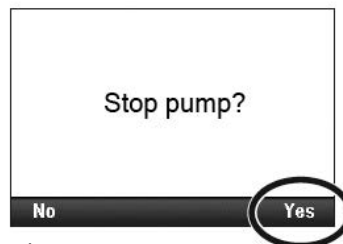2. When **Stop Pump?** appears, press the key under **Yes**. See Figure 11.

Figure 11:
"Stop pump" screen

3. The pump will stop. The **Running** message in the status bar will change to **Stopped** and **Pump is stopping** will appear briefly.

    Note: Screen displays **Reservoir Volume is zero. Pump stopped.**
    -Press key under **Silence**
    -Press key under **Acknowledge**

Figure 12: "Stopped" message

4. Press the power button. See Figure 13. When the **Power Down?** message appears, press the key under **Yes**. The pump will turn off.

Power button

Figure 13: Power button

> **Note:** If hooking up a new medication/cassette, repeat these steps. Start at the beginning of these instructions.

Remove the tubing cassette

1. Make sure the pump is off before removing the cassette.

2. Close the tubing clamp.

3. Disconnect the tubing from your injection cap.

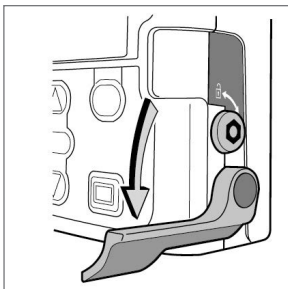4. Push down on the cassette latch until the cassette comes off. See Figure 14.

Figure 14: Detaching the cassette

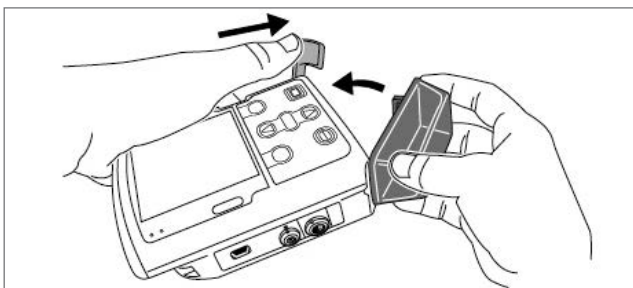5. Remove and discard the cassette as directed by your clinician. See Figure 15.

Figure 15: Removing the cassette

Flush your catheter

> **Note:** If you are receiving inotropic (cardiac), chemotherapy or pain management therapies, **DO NOT** flush your catheter in the lumen the medication is infusing unless instructed by your clinician.

Once your medication has infused, flush your catheter. Please refer to your SASH Teaching Mat for more details.

Troubleshooting

Alarm help screens

Most pump problems are easy to fix. The pump has Alarm help screens that display when certain alarms occur. These screens describe what you can do to try to fix the problem.

Alarm help screens are available for the following problems:

- **Cannot start pump without a latched cassette**
- **Downstream occlusion**
- **Upstream occlusion**
- **Lock cassette to start pump** (PCA only)
- **Cannot start pump without a latched and locked cassette** (PCA only)

1. When you hear an alarm, press **Silence** (or the key under) then **Help**. Review the steps to fix the problem. See Figures 16 and 17.

2. Press **Acknowledge** (or the key under) to return to the main screen.

3. Follow the steps to fix the problem.

4. Resume the infusion by pressing the **Stop/Start** key.

Figure 16: "Silence" alarm screen

Figure 17: "Help" alarm screen

Pump problem troubleshooting tips

If any of the tips below do not help you solve the problem, or if you have any questions, call your Coram clinician.

Pump problem	Troubleshooting tip
Prime Tubing? screen does not appear when I attach a new administration tubing	Pump must be powered on prior to attaching tubing in order to receive prompt. • Option 1: Reattach tubing after powering on pump. • Option 2: Press **Tasks** and use arrow keys to highlight and select **Prime Tubing**. Press **Yes**. Ensure tubing is disconnected from IV, open clamps, then press **Prime**.
Low battery alarm	If you hear beeps and the screen displays **Battery low. Replace battery.**, stop the pump and replace the batteries.
Reset Reservoir Volume screen does not appear when I attach a new administration tubing	• Option 1: Reattach tubing after powering on the pump. • Option 2: Press **Tasks** and use arrow keys to highlight and select **Reset Reservoir Volume**. Press **Yes** to reset the pre-programmed reservoir volume.
Reservoir Volume is low	Press **Acknowledge** to clear the alarm. Prepare to attach a new IV bag and administration tubing and/or reset the reservoir volume.

Pump status indicators

The colors green, amber, red and blue in the pump status bar will help you recognize the pump status. Similar to traffic lights, green means "go," amber means "caution" and red means "stop."

- **Green** = The pump is running without any problems.
- **Amber** = There is a pump condition to watch for, but the pump is working.
- **Red** = Immediate attention is needed; the pump has stopped.
- **Blue** = Low-priority alarm/information message only.

Want to learn more?

Watch a how-to video on our Resource Center at **CoramHC.com**

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