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| Intravenous Needle / Catheter Insertion | | | | NO. 45 | |
| PURPOSE: To administer medications and fluids through the most therapeutic route via an intravenous needle catheter. This procedure will be performed per a Registered Nurse or LPN IV-certified nurse.  EQUIPMENT: Sterile needle / catheter. Adults use 20-25 gauge  IV insertion kit  Port (for saline lock)  3cc normal saline syringe (for saline lock)  IV tubing set for continuous infusion  Prescribed IV fluid for continuous infusion (labeled by pharmacy)  Gloves  PROCEDURE:  1. Check physician order and MAR.  2. Check MAR with IV fluid label for accuracy.  3. Assemble equipment and take to bedside.  4. Open IV bag and insert tubing and twist. Prime tubing until no air exists. Close clamp and have tubing end near.  5. If for lock, have saline filled syringe near.  6. Wash hands, don gloves.  7. Open IV kit and remove tourniquet. Select vein.  8. Swab selected site with alcohol using a circular motion inside to outside. Allow to dry.  9. Remove needle cover. Inspect needle and catheter.  10. Turn bevel of needle up, hold skin taut with one hand and insert needle hub and gently advance plastic catheter over needle into vein.  11. As soon as catheter is fully in place, release tourniquet.  12. Gently withdraw needle from inside catheter with one hand and attach IV tubing. Lock to hub.  13. Once attached and secured, open IV tubing clamp slowly or insert 3cc normal saline syringe into port end and inject slowly.  14. Apply transparent dressing over site and be sure it is secure all around. Initial and date label and apply to dressing.  15. Tape tubing or port securely to hand/arm.  16. Set drip rate for continuous infusion according to physician order. Label IV bag with time for accurate monitoring of fluid rate.  DOCUMENTATION: On MAR initial correct fluid rate per shift. On IV site assessment sheet, document every shift assessment of insertion site.  ADDENDUM: IV site will be observed every shift with documentation on IV site assessment sheet. IV site will be changed every 72 hours and PRN. Special orders may be obtained to leave IV site longer due to poor venous access. IV tubing will be changed every 72 hours and PRN. | | | | | |
| Approved: | Effective  Date:  3/95 | Revision  Date:  2/06 | Change No.: | | Page:  1 of 1 |