



FOR DELEGATED CAREGIVERS

Student:	DOB:
Procedure Written on:	
By:	
Reviewed on:	Reviewed on:
By:	By:
Reviewed on:	Reviewed on:
By:	By:

INSULIN ADMINISTRATION – INSULIN SYRINGE

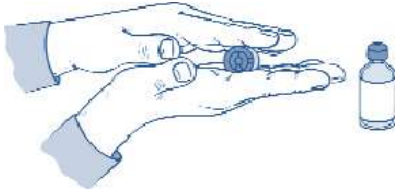
1. Assemble supplies:
 - Medication (see #3 below)
 - Syringe
 - Alcohol wipes
 - Disposable gloves
2. Wash hands and apply gloves
3. Review 5 R's to ensure that student is taking the correct medication. Verify with second caregiver.

Right Student	
Right Medication	
Right Dose	
Right Time	
Right Route	

Advise parent immediately to replace medicine when observing discolored medication. Check expiration date.

Should you accidentally get stuck with a needle PRIOR to injection medication, discard the syringe. If available, use a new syringe. Otherwise, contact parent.

4. If using cloudy insulin, roll the vial between your palms 20 times to mix completely.



5. Clean the bottle top with an alcohol wipe.



6. Remove the cap from the syringe. DO NOT touch the needle.



7. Pull back the plunger to fill syringe with the same amount of air as the medication dose.



8. With the bottle upright, insert the needle into the medication bottle and push the plunger to inject the air into the medication bottle.



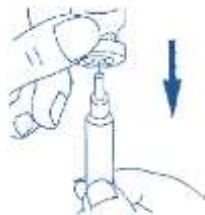
9. With the needle in the medicine, pull back the plunger to the correct dosage marking to fill the syringe with medicine.



10. Remove any air bubbles while the the needle is in the medication bottle.

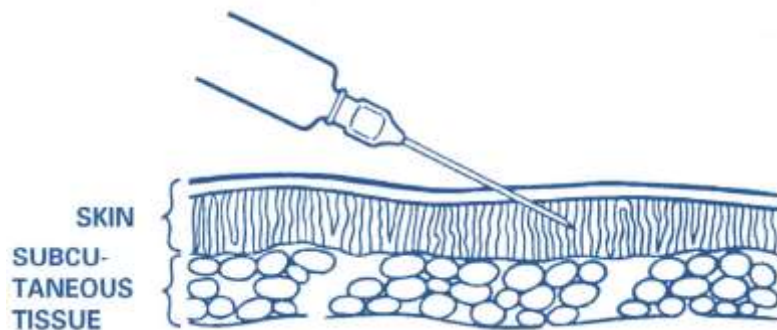


11. Remove the syringe from the bottle.



12. Verify the right dose with a second caregiver.

13. Cleanse 2-inch area of upper arm or abdomen. Follow site rotation pattern. Avoid injection into a bruised area.
14. Grasp cleansed area of arm between thumb and forefinger with your non-dominant hand.
15. Hold syringe like a pencil between thumb and forefinger of dominant hand.
16. Insert needle at a 45° to 90° angle using a dart-like motion.



17. Let loose of skin held by non-dominant and transfer hold of syringe to non-dominant hand.
18. Push all medication slowly from syringe.
19. Wait 5 seconds and then pull needle out of the skin. Press your gloved finger over the injection site for 15 seconds. Do not rub the area.
20. Discard syringe in the sharps container.
21. Remove gloves and wash hands.
22. Record procedure on delegated healthcare log.

References

Berman, A., Snyder, S., Kozier, B., & Erb, G. (2008). *Fundamentals of nursing: Concepts, process, and practice* (8th ed.). Upper Saddle River, NJ: Prentice Hall.

Multnomah Education Service District. (2013). Procedure for medication administration: Injectable insulin.