

NURSING SKILLS CHECKLIST

Extension Set Change

Date: _____ **Facility:** _____

Nurse's Name: _____

PROCEDURE	YES	NO	N/A
1. Perform hand hygiene and don clean gloves.			
2. Explains procedure to patient.			
3. Clamp catheter if not already clamped.			
4. Prepare new extension set by priming with normal saline flush and leaving syringe attached.			
5. Remove extension set on catheter.			
6. Swab the catheter hub with an antiseptic wipe and allow to dry.			
7. Attach new extension set to catheter hub.			
8. Open clamp and flush catheter using appropriate flushing technique.			
9. Repeat with other lumens if appropriate.			
10. Resume infusion or clamp extension set.			
11. Remove gloves and perform hand hygiene.			
12. Document the procedure in patient's chart according to policy.			

Evaluated By: _____

PHNSCIC