

**NURSING SKILLS CHECKLIST**

**Inserting a Subcutaneous Infusion Device**

**Date:** \_\_\_\_\_ **Facility:** \_\_\_\_\_

**Nurse's Name:** \_\_\_\_\_

PROCEDURE	YES	NO	N/A
1. Verify physician order.			
2. Verify patient identity and explain procedure.			
3. Perform hand hygiene.			
4. Gather equipment and place on clean work surface.			
5. Position patient and assess for insertion sites.			
6. Don clean gloves.			
7. Prepare equipment and solution/medication to be administered. Prime SubQ needle and tubing and needleless connector with normal saline flush syringe. Leave syringe connected to set.			
8. Disinfect insertion site with antimicrobial solution and allow to dry.			
9. Grasp at least one inch of cleansed skin between thumb and forefinger and elevate subcutaneous tissue. Insert the primed needle per manufacturer's guidelines.			
10. Pull back slightly on the plunger of the syringe to aspirate and determine that device is not in a vein. No blood return should be detected. If blood noted in tubing remove device and begin with new equipment and insert in a different location.			
11. Stabilize device and dress site with a transparent dressing.			
12. Remove syringe, cleanse needleless connector with an antiseptic wipe.			
13. Initiate therapy as prescribed.			
14. Label dressing with date, time and initials.			
15. Dispose of used supplies appropriately.			
16. Remove gloves and perform hand hygiene.			
17. Document procedure in medical record and MAR.			

**Evaluated By:** \_\_\_\_\_