

IGG CONTINUOUS SUBCUTANEOUS VIA AVOSET PUMP

Properly administering your medication via the Avoset Pump at home is important to your safety. Please call 1-800-755-4704 if you have any questions or concerns at all while administering the infusion. We are available 24 hours a day, 7 days a week. In the event of an emergency, always call 911.

For teaching guides and videos:

<https://chartwellpa.com/patients/patient-teaching-guides.asp>

<https://www.chartwellpa.com/patients/infusion-teaching-videos.asp>

QR Code :



SUPPLIES:

- Medication [vial(s) or prefilled syringe(s)]
- Avoset pump
- Avoset tubing set
- Sub Q needle set with transparent dressing included (single vs multiple needles per orders)
- Sharps container
- 3 AA batteries
- 50cc syringe(s) for medication, if indicated (vials)
- Y-site, if indicated
- Mini-transfer spike(s), if indicated (one for each vial)
- Chloraprep swab sticks (3) **OR** Alcohol swabs if allergy or sensitivity to chlorhexidine
- Treatment diary
- Emergency Medication Kit

PROCEDURE:

1. If your medication is refrigerated, remove as instructed prior to infusing.
2. Clean work area. Wash Hands thoroughly for at least 20 seconds. Gather supplies and equipment.
3. Check labels for name, drug, frequency, and expiration. Inspect the medication for any cracks, leaks, particulate matter, and clarity of medication. Contact Chartwell for any discrepancies or concerns.
4. Remove Avoset tubing from package.

5. Prepare your medication for administration per plan of treatment), following instructions below based on if your medication is in a vial vs syringe.
 - a. If your medication is in a vial/vials:
 - i. Remove the protective covers from each IGG Vial.
 - ii. Using a new alcohol wipe for each vial, wipe the top of each vial with an alcohol wipe.
 - iii. Using caution to not touch the spike, place a mini transfer spike into each vial.
 - iv. Draw up the IGG from each vial into the provided syringe(s), by attaching the syringe to the mini transfer spike and holding the syringe upright (vial will be upside down).
 - v. Ensure the total volume of IGG in the syringes is the dose you are prescribed.
 - vi. Remove all air from the syringe(s).
 - b. If your medication is provided in a syringe
 - i. Ensure you have all syringes to total your prescribed dose.
 - ii. Remove all air from the syringe(s).
6. Attach the Avoset pump tubing (with blue cassette) to the end of the medication syringe. **NOTE: If you have more than 1 syringe:** use the y-site adapter to attach the syringes to the Avoset tubing. Attach the male end of the y-site to the Avoset tubing. Attach a syringe to each to the 2 female connections of the y-site.
7. Attach the needle set tubing to the other end of the Avoset pump tubing.
8. Prime the tubing by holding the syringe upright, with the plunger on your workspace (a solid table or countertop is recommended). Then apply pressure to the plunger to prime the tubing, if you have 2 syringes apply equal pressure to both plungers to prime both sides of the y-site. You will leave 1-2 inches of air at the end of the tubing by the needles. Do not prime the needles.
9. Remove white AFFV (anti-free-flow-valve), release clip from tubing
10. Turn the pump on by depressing the On/Off button.
11. Position the new cassette at the bottom of the pump with the syringe(s) on the right side. The flow direction arrow points left, relative to the pump front. Push the cassette into the pump's cassette socket. You should hear 2 clicks to indicate the cassette is fully latched. Verify that it is securely latched.
12. Review New infusion will appear on your screen. Press Review (square button at bottom) to review the parameters are correct according to your product label; scroll through by pressing next.
 - a. If you pump reads "Start new bag or resume?" , press **New Bag**, then **Yes** to reset the VTBI.
13. Once you have reviewed all parameters press done.
14. Choose appropriate SQ site(s). Appropriate insertion sites include the abdomen, deltoid, upper buttocks, lateral thigh, or lateral hip. Avoid boney prominences and areas that are scarred, inflamed

or infected. Select a new site with each new needle placement. When using multiple subcutaneous sites, needle placement should be at least 2 inches apart, 2 inches from umbilicus and 1 inch away from previous insertion sites.

15. Cleanse site with a Chloraprep (or alcohol if chlorhexidine allergy) using a back-and-forth friction scrub for at least 30 seconds and let air dry for 60 seconds. Allow the site to dry thoroughly. Do not blot site dry.
16. Carefully remove the protective cover from the SC needle, keeping the exposed needle sterile.
17. At the needle insertion site selected, pinch the skin, and insert the SQ needle at a 90-degree angle. Check placement if indicated in manufacturer's package insert as instructed by your nurse.
18. Apply clear dressing over the needle insertion sites.
19. Secure excess tubing to skin using adhesive tape.
20. Make sure all clamps on administration set/tubing are open.
21. Press Start/Pause button to start the infusion. Infusion delivery will begin.

NOTE: The display screen may enter a screensaver mode with a dimmer screen showing the rate, or the screen may turn off while running. If this occurs, the green light on the bottom of the pump will still blink to indicate that the pump is still running. You can press the + or – buttons to bring back the original screen.

AT THE END OF INFUSION:

22. When your infusion has completed, an alarm will sound and you will see the message display – **Infusion complete**. To silence press 'mute', then press 'dismiss' to clear the alarm.
23. 'Change bag or turn off infusion' will display on your screen. Hold down the on/off button for 3 seconds to turn off the pump.
24. Clamp tubing. Leave needle(s) in skin for an additional 5 minutes to permit additional absorption time.
25. Enter your dose in your treatment diary. Peel-off label with the product lot number and expiration date, and affix into the treatment diary. Record the time, date, and exact dose of the infusion and then affix into the treatment diary. Any side effects from the infusion and any symptoms between doses should also be documented
26. Wash hands thoroughly, for at least 20 seconds.
27. Gently remove transparent dressing while securing SQ needle.

28. Remove SQ needle(s) from the skin, by pulling straight out.
29. Cover site with a gauze pad or band-aid. You may apply direct pressure but avoid rubbing site.
30. Leave the empty syringe attached to the tubing. To remove the Avoset tubing cassette from pump, press the down arrow on the right side of the pump until the tubing is released.
31. Discard the used syringe, tubing and needle into the Sharps container
32. Dispose of any IGG that is leftover in the vial, into the Sharps container.
33. Wash hands thoroughly, for at least 20 seconds.

****All Supplies and waste can be double bagged and disposed of with your household garbage****