

# Infusion Training Booklet

A step-by-step guide to peripheral  
venous access



9128 N Lindbergh Dr, Peoria, IL 61615

Phone: 309-692-5337 After Hours: 309-677-6085

Website: [www.ilbcdi.org](http://www.ilbcdi.org)

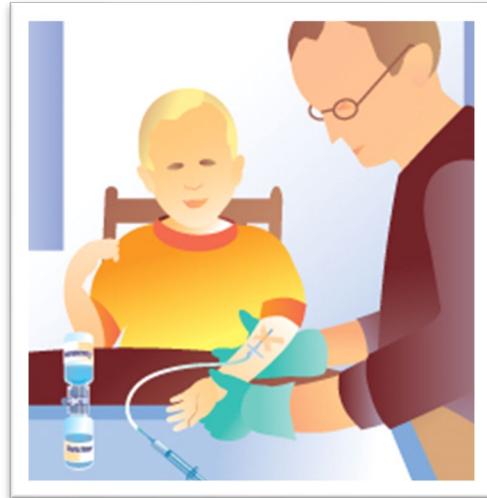
# Important Tips Before You Get Started

---

**Relax and get as comfortable as possible.**

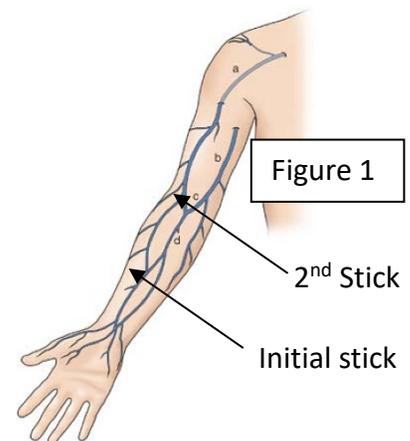
**To help make your veins easier to see:**

- Drink plenty of fluids daily, and especially before infusing.
- Use a tourniquet.
- Gently tap or massage area around vein.
- Hang arm at side, then slowly open and close fist.
- Cover hand or arm with a warm, wet towel for a few minutes



**Do not touch:**

- The infusion site once you clean it with alcohol.
- The needle.
- The open end of the butterfly tubing or tip of the syringe.
- The long part of the plunger that moves inside the syringe.



**Do not infuse factor if:**

- There is no blood return. You probably missed the vein.
- There is very little blood return. You may have entered the vein and gone through it completely.

If your first stick doesn't work, try another vein or use the same vein but stick higher up (See figure 1).

Always remember to use a new butterfly needle and alcohol swab and repeat steps.

Stop infusion if site gets puffy or if injection hurts more than usual.

**Call BCDI if you do not succeed in inserting the needle after 2 or 3 sticks.**

# Steps to Getting Ready

---

1. Choose a well-lit work area.
2. Clean and disinfect area with recommended cleaner. Antibacterial wipes work well.
3. Gather and organize supplies.



4. Wash hands and forearms thoroughly with soap and water. Let air dry.
5. Check label on the factor vial(s) to be sure you have the correct dose and the correct factor. Make sure the factor has not expired.
6. Inspect the factor and sterile water (diluent) vial(s). The water should be clear and the factor should be a dry, white powder.

7. Mix factor according to the manufacturer's instructions. Gently swirl. Do not shake the vial once the sterile water is added.
8. Withdraw factor from the vial into a syringe. Gently tap the syringe to eliminate any bubbles.
9. Attach the syringe to the tubing with needle. Slowly prime the tubing with the factor until a drip of the factor is seen at the end of the needle.

## Find a Vein

---



Step 1: Use a tourniquet.

Fasten tourniquet firmly, but not too tightly (you should be able to put two fingers under the tourniquet).



Step 2: Choose vein, usually on back of hand or inside arm at bend of the elbow.

# Infuse the Factor

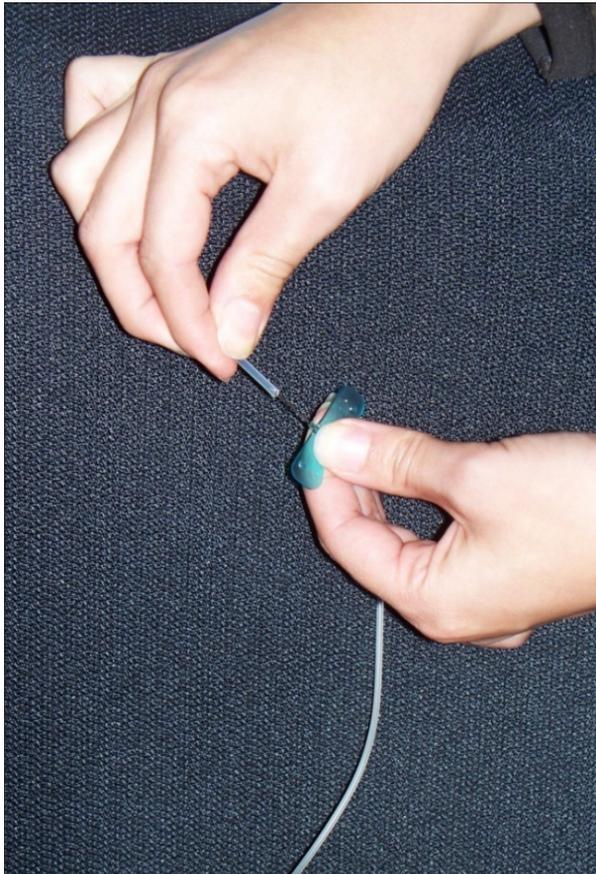
---



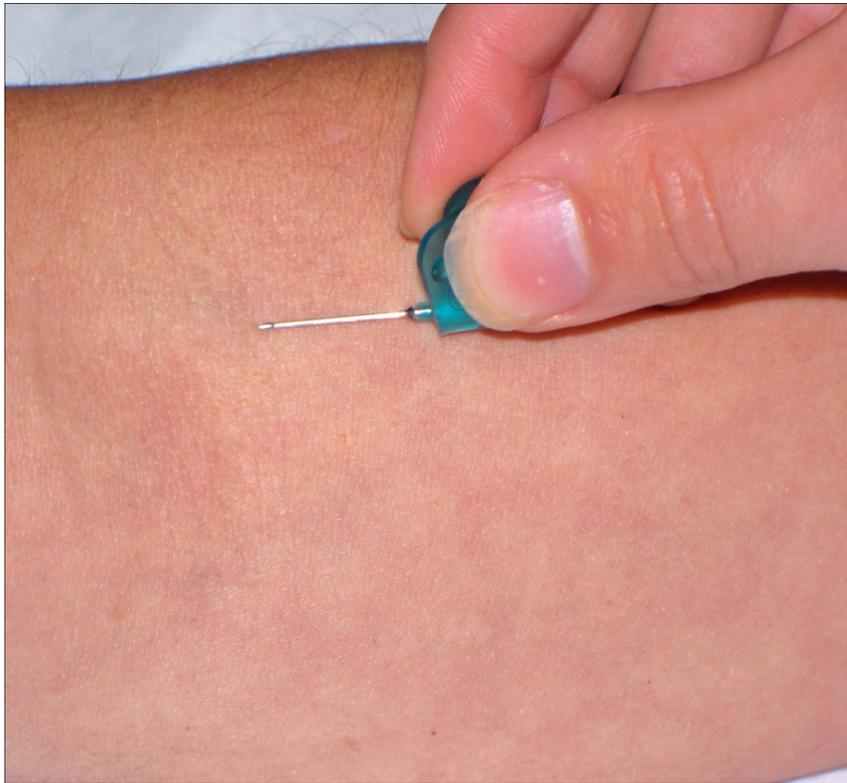
Step 1: Clean the area where needle will be inserted with a new alcohol swab.

Let the area air dry.

DO NOT blow on area to dry.



Step 2: Remove the cap at the end of tubing. (this tubing should be already primed, as discussed in numbers 8 & 9 in "Steps to Getting Ready").

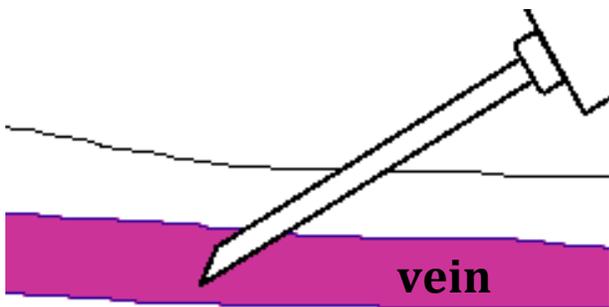


Step 3: Be sure that the bevel (opening of needle) is face up for insertion of the needle.

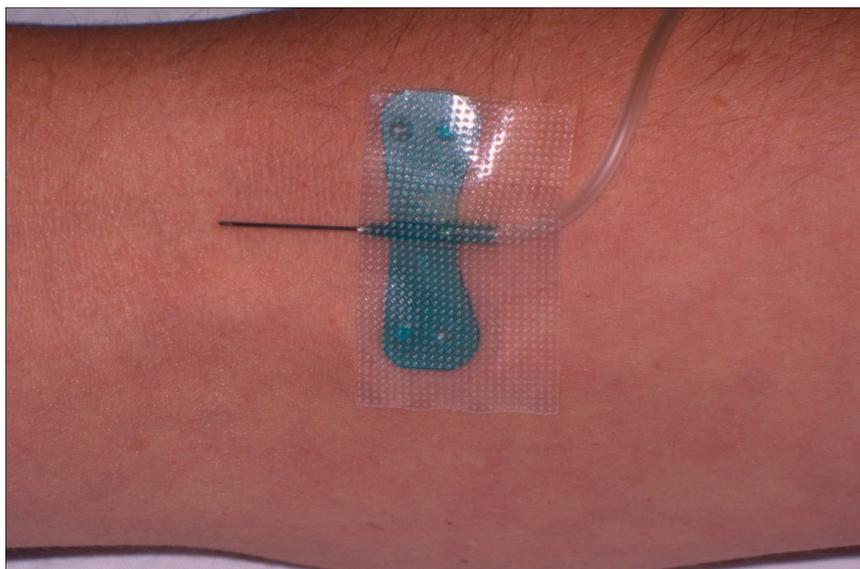
Insert needle at a 30° to 40° angle

Reduce angle and “thread” needle into vein.

You should be able to see a small amount of blood in tubing.



Insert needle at 30° to 40° angle with bevel (needle opening) up.



If desired, tape the butterfly wings to secure the needle in place.

Do not move or twist the needle.

If angle changes, access may be lost.

If not already attached, attach the syringe to tubing.

# Infuse the Factor (continued)

---

## Additional Steps:

6. Check for blood return by pulling plunger back slightly, just enough to see blood in the needle hub or tubing
7. If blood return present, remove tourniquet.
8. Slowly start to push factor into vein while watching for signs of swelling.

Infusion should not be painful.

9. When syringe empty, remove tape if present, lay gauze over needle and remove needle at same angle it was inserted.
10. Firmly press down with gauze pad after needle is removed. Apply pressure for 5 minutes.
11. Put bandage on site.
12. Do not recap needle. Immediately put needle in sharps container.
13. Disinfect work area with recommended cleaner.
14. Remove peel-off label or document information from factor vial and put in treatment journal or electronic log.

## Troubleshooting

---

- If your first stick doesn't work, use a new butterfly needle and alcohol wipe and try again.
- You can also try another vein or use the same vein but stick higher up or above prior puncture site.

**Call BCDI at 309-692-5337 or After-hours at 309-677-6085 if you do not succeed in inserting the needle after 2 or 3 sticks.**

# Importance of Keeping a Treatment / Infusion Log

---

Keeping good records can help your doctor or hemophilia treatment center develop an appropriate treatment plan.

It is important to write down (keep logs) or input (if using Advoy or similar electronic logging device) the following information:

- Any bleed (minor, major, or life-threatening)
  - Site of bleed
  - If caused by injury
  - Length of time from bleed to time of infusion of factor
  - Number of days missed from work or school
  
- All factor infusions
  - Document if new bleed, follow-up infusion, or prophylaxis
  
- Factor information
  - Lot number(s)—important if product recall
  - Units infused

BCDI center can supply easy-to-use forms or assist you in obtaining electronic device to document information. Please bring your infusion logs to your comprehensive visits.

## Additional Resources:

---

Bleeding & Clotting Disorders Institute (BCDI)  
[www.ilbcdi.org](http://www.ilbcdi.org)

National Hemophilia Foundation (NHF)  
[www.hemophilia.org](http://www.hemophilia.org)