

**ARIZONA HOME CARE/PATIENT CARE INFUSION PHARMACY
IMPLANTED PORT CARE AND MAINTENANCE
PATIENT EDUCATION TOOL**

Name _____

Nurse _____

Pharmacy Contact _____

Your doctor has ordered medications to be given through your
Implanted Port Catheter.

Your PORT _____

Date Placed _____ Power Port Yes No

Flush each lumen daily twice a day weekly **monthly (when not in use)**
 Flush with Normal Saline 10ml before and after medications.

Flush each lumen with Normal Saline 10ml only when not in use.

Flush each lumen with 5 ml Heparin after the last Normal Saline flush.

Other _____

Your IV Medications

Medication #1 _____

Rate _____ Pump/tubing _____

Time(s) _____

Medication # 2 _____

Rate _____ Pump/tubing _____

Time(s) _____

ARIZONA HOME CARE 602-252-5000 24 HOURS/DAY

GENERAL INFORMATION ON CARING FOR YOUR IMPLANTED PORT AT HOME

What is an implanted port or “port”?

An implanted port is an intravenous catheter that is surgically placed in a vein by your doctor to give your IV medications or fluids.

- The end of the Port line is in the largest vein by your heart.
- A special type of needle called a “non-coring” or “huber” needle is inserted when the port is in use.
- When the port is not in use, the port can be flushed and the needle removed.
- The port needs to be flushed monthly when it is not being used.

Infection Control

Aseptic or sterile technique is used when caring for your central line and giving your IV medications.

- Keep your hands and surroundings clean to prevent infection.
- Always wash your hands with antibacterial soap for 30-60 seconds before caring for your central line or giving IV medications and again if you are interrupted doing the care.
- Dry your hands with paper towels or a clean towel.
- Prepare a clean area when caring for your PICC or giving IV meds.
- Never touch the end of the syringe, IV tubing or IV bag openings with your hands or unsterile objects.
- Use a new red cap to protect the end of IV tubing between uses.
- Keep your IV supplies away from pets and small children.



Safety and Organization

Keeping organized is very important when doing infusions in the home.

- Organize your supplies for your infusion.
- Plan for your deliveries. Notify the pharmacy if you need extra supplies or need a replacement for an IV medication that you needed to throw away.
- Use the red needle box that was provided for you for your used needles and supplies that have been in contact with blood.
 - Keep this away from children and pets.
 - Give to your nurse or notify the pharmacy when it is $\frac{3}{4}$ full.
- Put used supplies in a separate trash bag and double bag it when throwing it away.

ALWAYS PROTECT YOUR IMPLANTED PORT CATHETER WHEN IN USE.

- Keep your Port dressing clean and dry at all times when in use.

- Moisture or sweat under the dressing will grow germs that can cause an infection in your central line and blood.
 - Call Arizona Home Care if your dressing becomes wet or soiled to schedule a visit that day to have it changed.
Do not wait for your next visit for the dressing change.
- Protect the dressing when showering with a plastic, waterproof bag sealed with tape.
 - Do not swim when your port needle is in the port.
 - Be aware of getting the tubing tangled in clothes, bedding and blankets.
 - Take care to avoid it the port needle accidentally coming out of place.
 - Do not use scissors anywhere around your port dressing or tubing.

IMPLANTED PORT CARE AND MAINTENANCE IN THE HOME

How often will my Port needle and dressing need changed?

The Port dressing must remain clean and dry to avoid infection or coming out of place.

The Port dressing will need to be changed by your Home Care Agency:

- Every 7 days if you have a clear dressing on the Port.
- Every 2 days if you have a gauze dressing or gauze/clear dressing.
- If the dressing becomes wet, sweaty, soiled, or starts to come off.

What is on the end of my Port line tubing?

The end of the Port tubing is protected by a special cap.

- The cap must stay on the Port tubing at all times to prevent infection.
- Always scrub the cap for 10-15 seconds with an alcohol wipe whenever connect a syringe or tubing.
- Use a new alcohol wipe each time you scrub.
- If the cap comes off accidentally when removing the syringe or tubing, twist on a new clean cap and call Arizona Home Care to have the nurse assist.



Do I need heparin when I am flushing my Port?

- Some Ports require heparin to keep it from clotting. Others do not.
- Flush your Port line as you have been instructed by your Home Health Nurse.

Can I do my Port care or give my medications/fluids anywhere?

- Your Port care and infusion should be done in a clean, safe place.
- Always clean your work surface with alcohol or antibacterial wipes or lay clean paper towels.
- Do not eat or drink while preparing your supplies and doing your care or medication/fluid administration.
- Do not smoke while preparing your supplies and doing your care or medication/fluid administration.
- Keep pets and small children away from your work area to avoid possible contamination.
- Some insurances require that you are homebound to pay for nursing care and infusion supplies in the home.
 - Notify your nurse if you are planning to do your care outside your home.
 - If going back to work, your nurse may be able to make arrangements to assist you at your workplace with your employer's approval.

ABOUT YOUR MEDICATIONS

Where do I store my medications/IV fluids?

- Your Home Health nurse or pharmacy will instruct you on how to store your medication.
- If your medications need to be refrigerated
 - Keep it in a clean, top shelf.
- If your medications can be stored without refrigeration
 - Store in a clean, dry area
 - Keep out of reach from children and pets.

Where do I get my medications/IV fluids?

- Your medications have been prepared by Patient Care Infusion Pharmacy at Arizona Home Care.
- The Pharmacists and Pharmacy technicians prepare the medications using sterile technique.

Before giving your medications/IV fluids

Always read your medication label before giving and check the following:

- Correct name of patient
- Correct dose
- Correct medication
- Expiration date
- Directions for use

Know what the medication is for and what the side effects are.

The pharmacy has provided you with information on your IV medication.

- Keep this information sheet in your brown start of care folder for future needs.
- Notify Arizona Home Care immediately if you are having side effects from your medication or problems when you take your fluids.

Your IV medication is:

Medication: _____

Purpose: _____

Side effects: _____

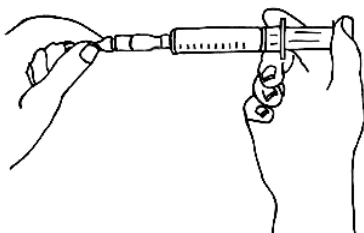
FLUSHING YOUR IMPLANTED PORT LINE

Follow the procedure below to flush the _____ lumen.

1. Prepare your work area by laying down clean paper towels or clean the surface with alcohol or antibacterial wipes.
2. Assemble Supplies:
 - Gloves
 - 1- 10ml Normal Saline in a syringe
 - 1- 5ml 100 units Heparin Saline in a syringe (not used in all Ports)
 - Alcohol swabs *at least 4
3. Wash your hands for 30-60 seconds with antibacterial soap.
 - Dry with paper towels or a clean unused towel.
4. Scrub the cap on the end of the Port tubing with the alcohol swab for 10-15 seconds.

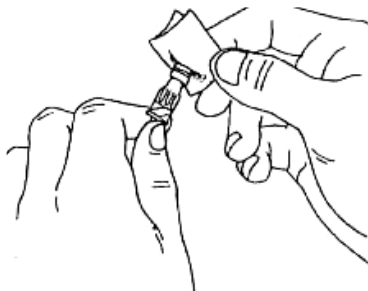


5. Remove any air bubbles from the 10 ml Normal Saline syringe and connect the syringe to the Port tubing cap.
 - Push 10 ml Normal Saline using a push-pause motion leaving 1 ml of saline in the syringe.
 - Disconnect the syringe from the Port.

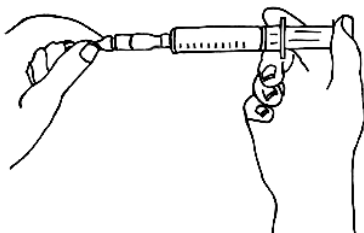


For Ports that Require Heparin complete the next two steps:

6. Scrub the Ports cap again with a new alcohol swab for 10-15 seconds.



7. Remove any air bubbles from the Heparin syringe and connect the syringe to the Port tubing cap.
 - Push 5ml of Heparin from the syringe using a push-pause motion leaving ½ml of heparin in the syringe.
 - Disconnect the syringe from the Port tubing cap.



GIVING YOUR MEDICATIONS OR IV FLUIDS

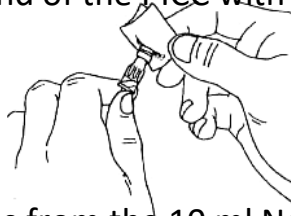
1. Prepare your work area by laying down clean paper towels or clean the surface with alcohol or antibacterial wipes.
2. Assemble Supplies:
 - Gloves
 - 2- 10ml Normal Saline in a syringe
 - ☐ 1- 5ml Heparin Saline in a syringe (used with some PICCs)
 - IV Medication or Fluids
 - Alcohol wipes (4 or more)
 - Sterile red cap if using IV tubing
3. Wash your hands for 30-60 seconds with antibacterial soap.
 - Dry with paper towels or a clean unused towel.

The word SASH is used to help you remember the steps to giving your medication or IV fluids.

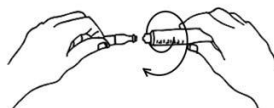
SAS-H

SALINE ADMINISTER SALINE HEPARIN
MEDICATION (USED WITH SOME PICCS)

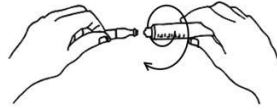
4. Scrub the cap on the end of the PICC with the alcohol swab for 10-15 seconds.



5. Remove any air bubbles from the 10 ml Normal Saline syringe and connect the syringe to the Port tubing cap.
 - Push 10 ml Normal Saline using a push-pause motion leaving 1 ml of saline in the syringe.
 - Disconnect the syringe from the Port tubing cap.

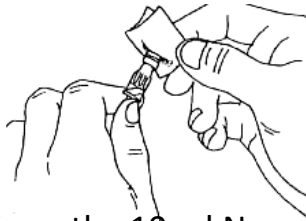


6. Connect the IV medication syringe or tubing and give as directed.

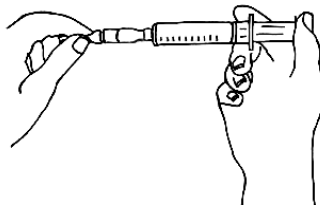


7. When the medication/ IV fluid is complete, disconnect the syringe or tubing from the Port tubing cap.
- If you are using IV tubing, place a new sterile red cap on the end of the tubing.

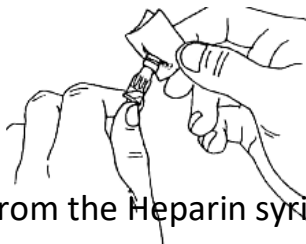
8. Scrub the Port tubing cap again with a new alcohol swab for 10-15 seconds.



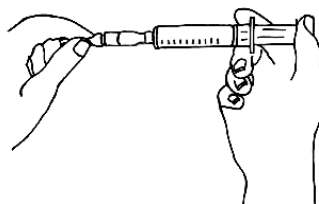
9. Remove any air bubbles from the 10 ml Normal Saline syringe and connect the syringe to the Port tubing cap.
- Push 10 ml Normal Saline using a push-pause motion leaving 1 ml of saline in the syringe.
 - Disconnect the syringe from the Port tubing cap.



10. Scrub the Port tubing cap again with a new alcohol swab for 10-15 seconds.



11. Remove any air bubbles from the Heparin syringe and connect the syringe to the Port tubing cap.
- Push 5ml of Heparin from the syringe using a push-pause motion leaving ½ ml of heparin in the syringe.
 - Disconnect the syringe from the Port tubing cap.



WHEN TO CALL

Call Arizona Home Care or _____:

1. The Port is hard to flush.
 - If the Port needle has become dislodged.
 - The Port dressing has blood, drainage or is wet.
 - Skin around the Port site becomes
 - Sore to touch
 - Swollen
 - Hard
 - Red or has a change in color
2. If your daily monitoring of weight, blood pressure, heart rate, blood sugar or temperature is above or below what the doctor has given your normal range.
3. Questions on how to care for your Port.
4. Questions or problems with your pump.
5. If you need more supplies for your home infusion.



Call Your Doctor

1. If you are experiencing side-effects from the medication.
2. If you have a worsening or increase in symptoms.
3. If you have a fever, chills, or signs of an illness.
4. To schedule your follow-up appointments.
5. With questions related to your lab results.
6. With questions related to your procedures or tests.

Call 911

1. If you have difficulty breathing.
2. If you have increased chest pain.
3. If you have a defibrillator that is activated.

QUICK REFERENCE FOR GIVING YOUR IV MEDICATION

- Clean your work area or lay down paper towels.
- Gather your supplies and put on your clean work area.
- Wash hands with antibacterial soap for 30-60 seconds and dry with clean/paper towel.

ALCOHOL WIPE CAP 10-15 SECONDS

A large, stylized blue letter 'S' with a white outline and a slight shadow effect.

FLUSH SALINE 10 MLS

ALCOHOL WIPE CAP 10-15 SECONDS

A large, stylized blue letter 'A' with a white outline and a slight shadow effect.

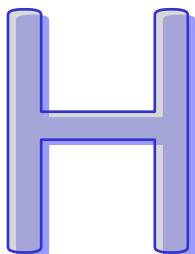
ADMINISTER MEDICATION

ALCOHOL WIPE CAP 10-15 SECONDS

A large, stylized blue letter 'S' with a white outline and a slight shadow effect.

FLUSH SALINE 10 MLS

ALCOHOL WIPE CAP 10-15 SECONDS

A large, stylized blue letter 'H' with a white outline and a slight shadow effect.

OPTIONAL STEP

MY PORT LINE REQUIRES HEPARIN

FLUSH HEPARIN 5 MLS