

# Instructions for TPN Infusion Using a Sapphire<sup>®</sup> Pump

## Supplies Needed for Infusion

- ✓ TPN bag (remove from refrigerator one hour prior to infusing)

***NOTE:** Always check the label on your TPN bag to make sure the patient name is correct.*

- ✓ Ordered additives:

- Famotidine:**

Draw up \_\_\_\_\_ ml, add to TPN bag

- Multi-vitamin (MVI):**

Draw up \_\_\_\_\_ ml, add to TPN bag

- Insulin:**

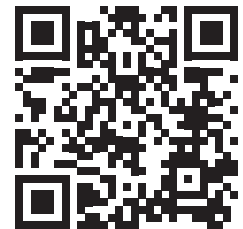
Draw up \_\_\_\_\_ units, add to TPN bag

- Other:** \_\_\_\_\_

Draw up \_\_\_\_\_, add to TPN bag

- ✓ Syringes and needles to draw up additives
- ✓ Two (2) Prefilled sodium chloride (0.9% Normal Saline) syringes
- ✓ One (1) Prefilled Heparin syringe (if applicable)
- ✓ Alcohol or antiseptic wipes
- ✓ Sapphire<sup>®</sup> tubing
- ✓ Sapphire<sup>®</sup> pump
- ✓ Alcohol swab cap (if applicable)

## Training Video Available!



Scan the QR code using the camera on your smart phone or tablet to watch a quick instructional video.

# Instructions for TPN Infusion Using a Sapphire® Pump

## Start Infusion

1. Clean work area. Wash hands thoroughly. Gather supplies.
2. Prepare your additives that have been ordered by your physician and add to your TPN bag as instructed by your nurse. Refer to the teaching guide *"Adding Additives to your TPN or Hydration"*.  
*NOTE: Be sure to review the TPN label to determine what (if any) additives should be added to the bag.*
3. Prepare your prefilled syringes for flushing your IV Catheter as instructed by your nurse.
4. Remove protective tab from entry port of TPN or hydration bag.
5. Remove the cover from the spike on tubing and insert spike into TPN or hydration bag using a pushing-twisting motion. **Do not touch spike.**
6. Prime tubing manually:
  - Open all clamps on the Sapphire Tubing.
  - To allow free flow, open the Anti-Free-Flow Valve by pushing it in and down, toward the center of the administration cassette.
  - Prime the entire administration set and tubing until the fluid reaches the end of the IV tubing.
  - Once priming is completed, close the Anti-Free-Flow Valve by pushing it up and away from the center of the cassette.
7. Open the safety door on the right side of pump using your thumb, press the door outwards.
8. While maintaining pressure, swing the safety door outwards.
9. Insert the administration cassette at an angle, by placing the saddle on the round metal anchor in the cassette housing and shut safety door.
10. Make sure all clamps are open on IV access line and scrub the injection cap on the end of your IV catheter with an alcohol/antiseptic wipe vigorously for 30 seconds and let air dry.
11. Attached a prefilled Sodium Chloride/Saline syringe to the injection cap of you IV catheter injection cap and flush with 10 ml using the push/pause method.
12. It is not necessary to scrub injection cap with alcohol swab again unless the end cap comes in contact with a surface or touches skin.
13. Remove protective cap from the end of the Sapphire tubing and attach tubing to the injection cap on the end of your IV catheter. **Do NOT touch the end of the tubing.**
14. Turn pump on by pressing the **ON/OFF hard key**, at the lower right corner of the pump.
15. Press **"Repeat Last Infusion"**, then press **OK**.
16. Press **"Start"**, the running screen appears and the infusion begins.
17. Pump should be charged **DAILY** using the AC Power Supply Charger. See **"Pump Charging"** information below.  
*NOTE: After a short time, the display turns itself off to save power, but the green light on the side bar will continue blinking to indicate the pump is running. To reactivate display screen, press any button on the key pad.*

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## Stop Infusion

18. When the infusion is completed, the pump will alarm, press the **Stop** key to silence the alarm, then turn the pump off by pressing and holding the **ON/OFF** button for 5 seconds until the pump turns off.
19. Close the clamp on the pump tubing. Disconnect the IV tubing from IV catheter.
20. Open the safety door on the right side of the pump, loosen the cassette by raising the metal lock that secures it to the pump, then pull out the cassette and close the safety door.
21. Cleanse the injection cap with alcohol for 30 seconds and allow to dry, then flush with Sodium Chloride/Saline syringe as directed by your nurse.
22. Cleanse the injection cap with alcohol for 30 seconds and allow to dry, then flush with Heparin (if applicable) as directed by your nurse.
23. Apply alcohol swab cap to end of Injection cap if not hooking up a new bag.
24. If hooking up a new bag, repeat steps 1-17.

## Charging the pump

**NOTE:** It is recommended that you have pump plugged in and charging while your infusion is running as much as you can. Your Sapphire pump must be plugged in for a minimum of 6 hours a day to maintain charge.

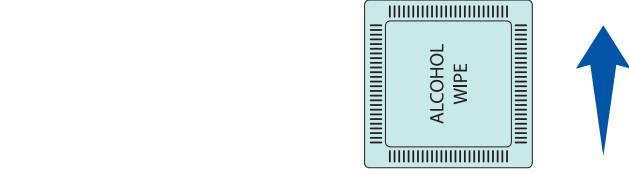
1. To charge the internal battery, plug the power cord into the Sapphire pump by lining up the red arrow on the cord end with the arrow at the bottom of the pump where the power socket is located, by **PUSHING** the cord straight in.
2. It is important **NOT** to attempt to twist or turn the cord while plugging it in or removing the power cord, as there are prongs that can be damaged.
3. The **YELLOW** Charge light will blink to indicate that it is charging and will remain steady lit when fully charged.
4. To remove the power cord from the pump, grasp the metal connector close to the pump body and pull straight out. **Do not pull from the cord or attempt to twist the connector to remove.**

**NOTE:** All syringes with needles and glass vials should be disposed of in your sharps container. All remaining used supplies and waste can be bagged and disposed of in your household garbage.

# SASH TEACHING GUIDE

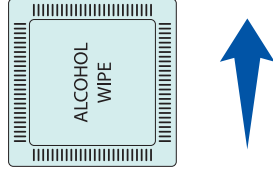
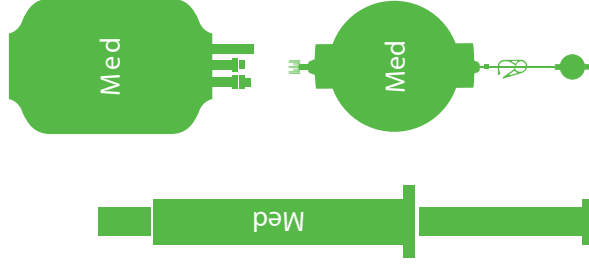
**S**

Saline



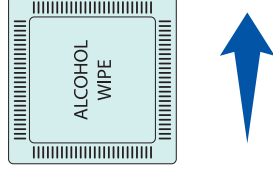
**A**

Administration  
of Medicine



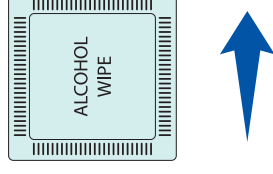
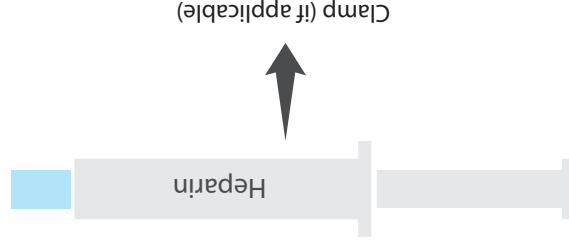
**S**

Saline



**H**

Heparin  
(if ordered)



Clamp (if applicable)



## REMEMBER TO

- Use a new alcohol wipe for each step and scrub for at least 30 seconds.
- Clean your hands thoroughly using antibacterial soap and warm water. If no soap and water is available, use an alcohol-based hand sanitizer.
- If required, remove medication from refrigerator prior to use. Refer to medication label for required time.