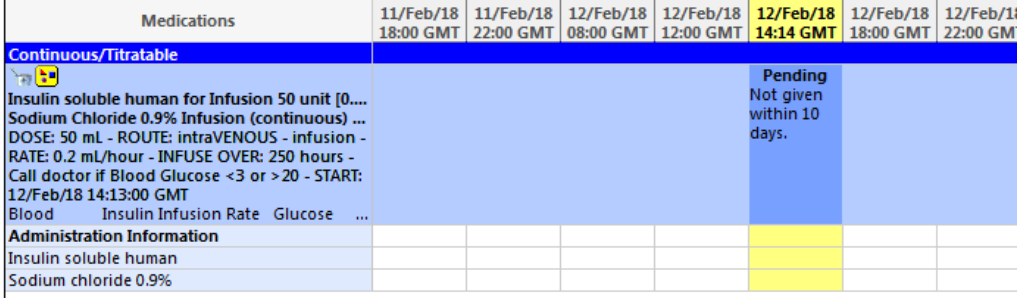
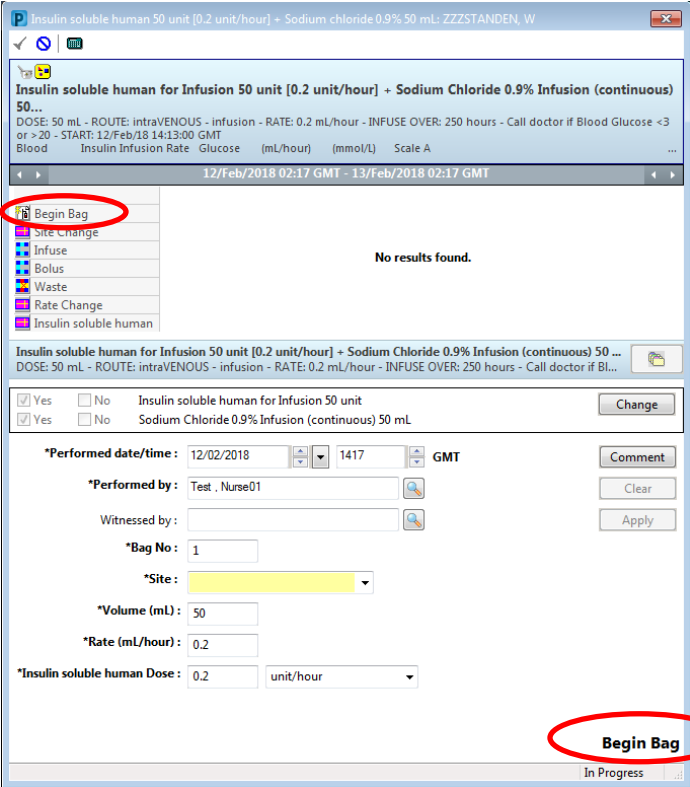


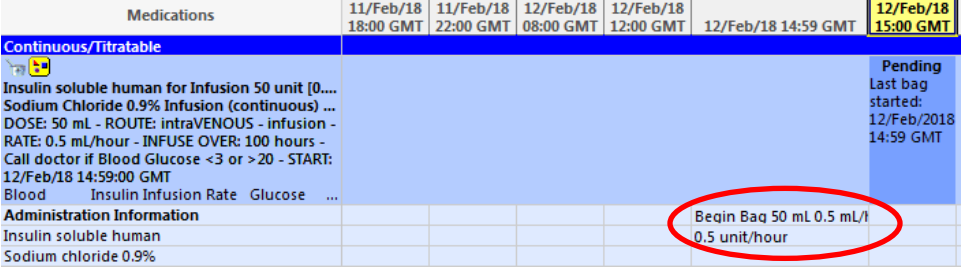
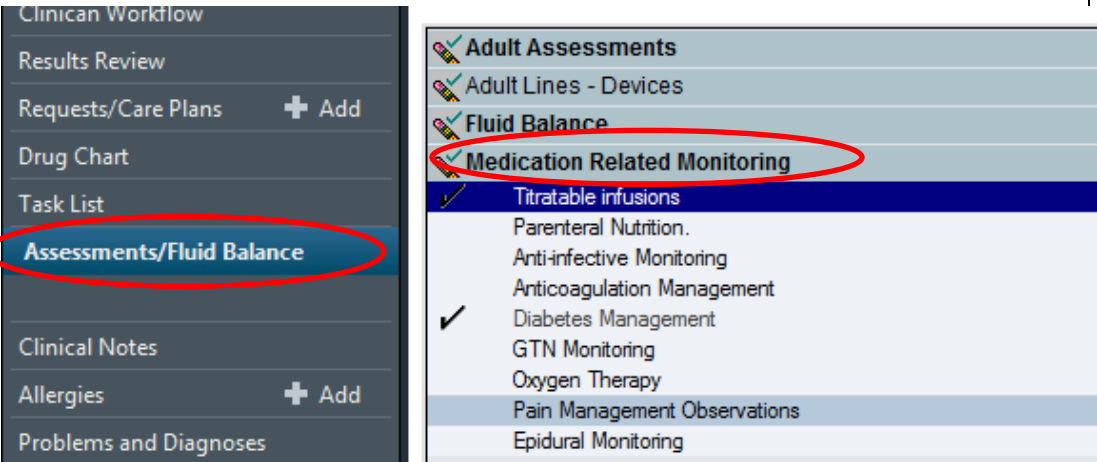

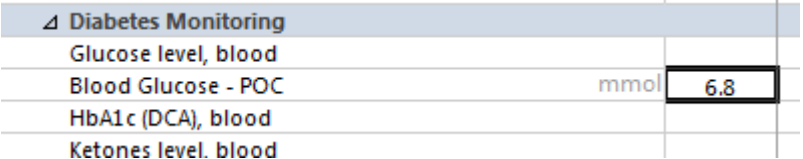


QRG – Administration of Titratable Infusions

No.	Action	Responsibility
1.	Identify patient who requires titratable infusion (via CareCompass, from the drug chart, from the Medications Administration Wizard or verbally communicated by prescriber). Please note that titratable infusions are NOT initiated from the Medications Administration Wizard.	Nurse / Midwife
2.	<p>Navigate to patient's drug chart and locate the infusion in the Continuous / Titratable section</p> 	Nurse / Midwife
3.	<p>To start the infusion, click on task in the drug chart and open administration window. Ensure that the action is set to "Begin Bag".</p> 	Nurse / Midwife
4.	Complete required details (highlighted in yellow) and if applicable add Batch number in comments box.	Nurse / Midwife
5.	If a Witness is co-signing, they enter their name in the "Witnessed by" box.	Nurse / Midwife
6.	Click "Apply"	Nurse / Midwife
7.	The Witness is prompted to enter their password and to click OK	Nurse / Midwife

8.	<p>Click  in the top left corner to sign</p>	Nurse / Midwife
9.	<p>After refreshing the drug chart ( 0 minutes ago) it will reflect that the infusion has been started.</p> 	Nurse / Midwife
10.	<p>For all titratable infusions that are NOT insulin or heparin, please continue with step 23.</p>	Nurse / Midwife
11.	<p>The best place to see sliding scale details, current rate and blood glucose (or current heparin rate and APPT results) is the Medication Related Monitoring within Assessments / Fluids Balance</p> 	Nurse / Midwife
12.	<p>Navigate to Assessments / Fluid Balance > Medication Related Monitoring > Diabetes Management (or Anticoagulation Management for Heparin)</p> <p>Under Diabetes Monitoring > Blood Glucose - POC the measured blood glucose level can be entered. Double-click into the box, enter the value and sign </p>  <p>(Please note that APTT ratio results for Heparin infusions don't need to be manually entered, but pull directly into the Anticoagulation Management section within Medication Related Monitoring)</p>	Nurse / Midwife

13.

By collapsing empty rows, the current titratable infusion, along with last measured BM can be seen on one screen without having to scroll. Hovering over the order will bring up the sliding scale details to determine the appropriate infusion rate.

Nurse / Midwife

The screenshot shows the eCARE interface with a table of titratable infusions. The table has columns for time slots: 15:00 - 15:59 GMT, 14:00 - 14:59 GMT, and 13:00 - 13:59 GMT. The current infusion is 'Insulin soluble human for Infusion 50 unit [0.5 unit/hour] + Sodium Chloride 0.9% Inf...'. The rate is shown as 0.5 mL/hour and 0.5 unit/hour. Below the table, there is a 'Diabetes Management' section with a 'Sliding Scale' pop-up window. The pop-up window shows the following details:

Glucose (mmol/L)	Scale B
Less than 3	0.5
3 - 4.9	1.0
5 - 7.9	2.0
8 - 10.9	3.0

14.

To change a rate, right-click into the correct time column (if current time, the one on the far left, i.e. next to the infusion order) and select "Record Details"

Nurse / Midwife

The screenshot shows the eCARE interface with a right-click context menu open over the '15:59 GMT' column of the titratable infusion table. The menu options are:

- Add Result...
- View Order Info...
- View Event/Task Summary...
- View History
- Create Admin Note
- Record Details

15. Ensure that "Rate Change" is selected within the administration window

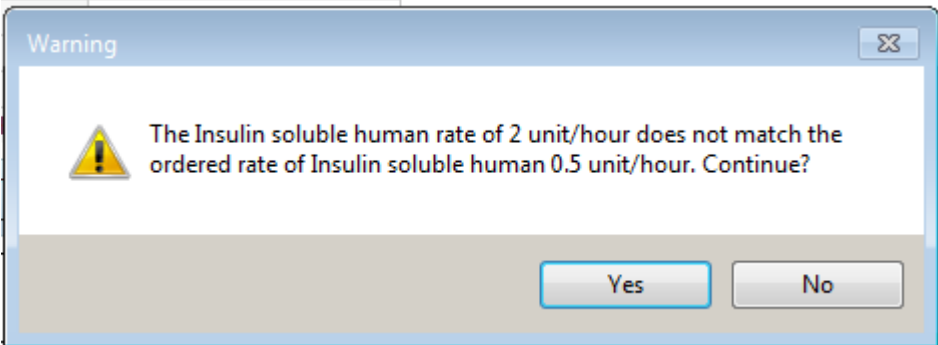

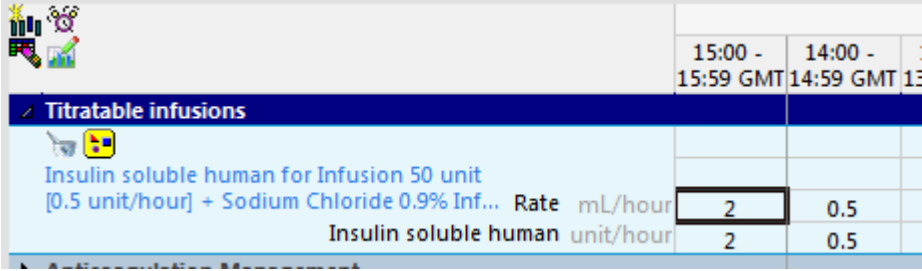
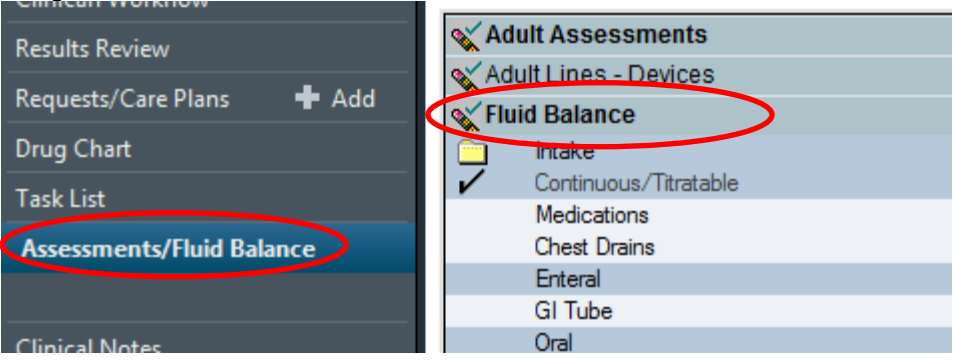

Nurse / Midwife

The screenshot shows the administration window for an infusion. The event list on the left includes 'Begin Bag', 'Site Change', 'Infuse', 'Bolus', 'Waste', 'Rate Change', and 'Insulin soluble human'. The 'Rate Change' event is selected and highlighted with a red circle. The main area shows the infusion details, including the performed date/time, performed by, witnessed by, bag number, rate, and dose. The 'Rate Change' button is highlighted with a red circle in the bottom right corner.

16. Change the rate in the administration window as per sliding scale (or APPT ratio / heparin infusion rate) and click Apply

Nurse / Midwife

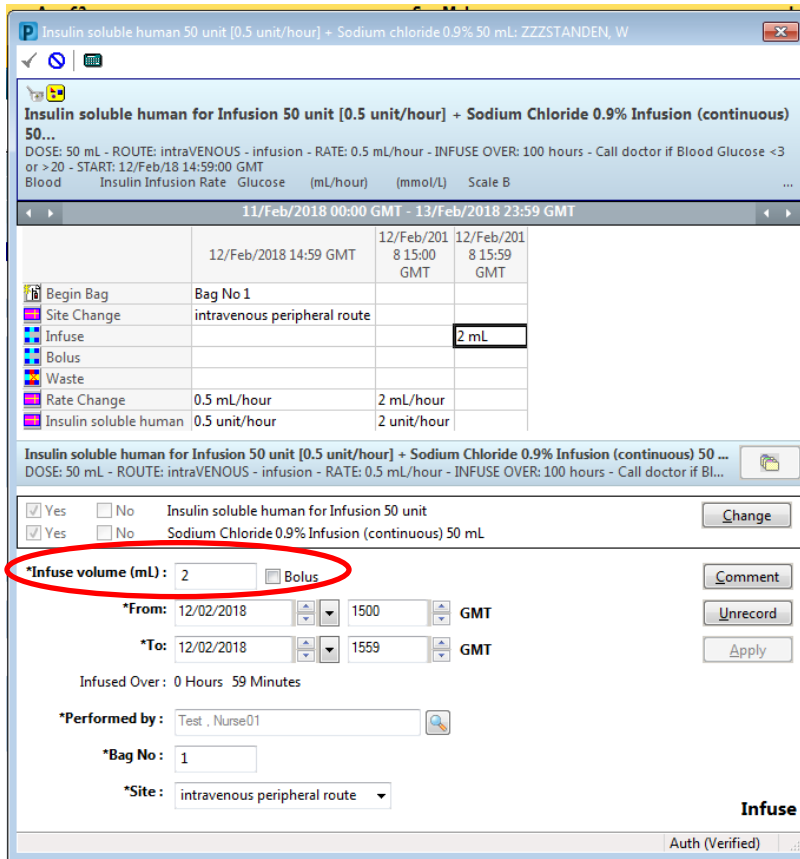
The screenshot shows the administration window with the rate changed to 2 mL/hour. The 'Rate Change' event is selected in the event list. The main area shows the updated rate and dose. The 'Rate Change' button is highlighted with a red circle in the bottom right corner.

17.	<p>Select "Yes" in the next pop-up window</p> 	Nurse / Midwife																																												
18.	<p>Sign </p>	Nurse / Midwife																																												
19.	<p>The rate change will be reflected in the Titratable infusions</p>  <table border="1" data-bbox="895 763 1145 987"> <thead> <tr> <th></th> <th>15:00 - 15:59 GMT</th> <th>14:00 - 14:59 GMT</th> </tr> </thead> <tbody> <tr> <td>Insulin soluble human for Infusion 50 unit [0.5 unit/hour] + Sodium Chloride 0.9% Inf...</td> <td>2</td> <td>0.5</td> </tr> <tr> <td>Insulin soluble human unit/hour</td> <td>2</td> <td>0.5</td> </tr> </tbody> </table>		15:00 - 15:59 GMT	14:00 - 14:59 GMT	Insulin soluble human for Infusion 50 unit [0.5 unit/hour] + Sodium Chloride 0.9% Inf...	2	0.5	Insulin soluble human unit/hour	2	0.5	Nurse / Midwife																																			
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Insulin soluble human unit/hour	2	0.5																																												
20.	<p>Navigate to Assessment / Fluid Balance > Fluid Balance and locate the titratable infusion</p>  <p>Today's Intake: 0 ml Output: 0 ml Balance: 0 ml Yesterday's Intake: 0 ml Output: 0 ml Balance: 0 ml</p> <table border="1" data-bbox="220 1435 1177 1592"> <thead> <tr> <th></th> <th>12/Feb/18 20:00 - 20:59 GMT</th> <th>4 Hourly Total</th> <th>12/Feb/18 19:00 - 19:59 GMT</th> <th>18:00 - 18:59 GMT</th> <th>17:00 - 17:59 GMT</th> <th>16:00 - 16:59 GMT</th> <th>4 Hourly Total</th> <th>12/Feb/18 15:00 - 15:59 GMT</th> <th>14:00 - 14:59 GMT</th> <th>13:00 - 13:59 GMT</th> </tr> </thead> <tbody> <tr> <td>Intake Total</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Continuous/Titratable</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Insulin soluble human for Infusion 50 unit [0.5 unit/hour] + Sodium Chloride 0.9% Infusion (co... mL</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Note that the current time column is framed by 2 grey lines.</p>		12/Feb/18 20:00 - 20:59 GMT	4 Hourly Total	12/Feb/18 19:00 - 19:59 GMT	18:00 - 18:59 GMT	17:00 - 17:59 GMT	16:00 - 16:59 GMT	4 Hourly Total	12/Feb/18 15:00 - 15:59 GMT	14:00 - 14:59 GMT	13:00 - 13:59 GMT	Intake Total											Continuous/Titratable											Insulin soluble human for Infusion 50 unit [0.5 unit/hour] + Sodium Chloride 0.9% Infusion (co... mL											Nurse / Midwife
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21.	<p>Double-click into the correct time box for the titratable infusion to automatically populate the volume that has been infused over the hour, based on the documented infusion rate.</p> <p>Sign  for it. This will turn the value in the box from purple to black.</p>	Nurse / Midwife																																												

22. When necessary, the volume can be amended by right-clicking on the value and selecting “modify”.
This opens the medication administration window where the Infuse volume (mL) value can be amended.

Nurse / Midwife

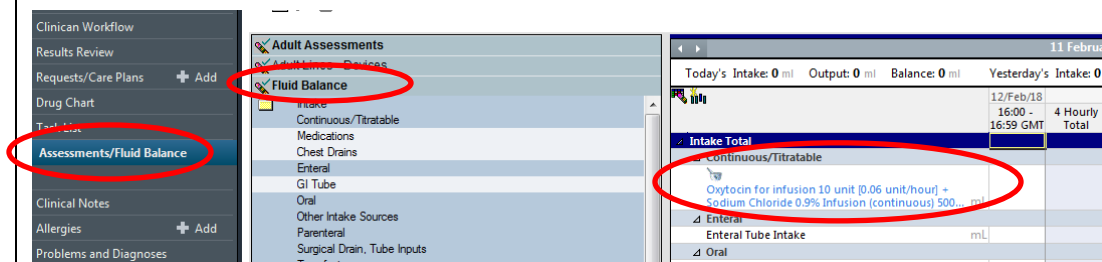
This completes the process for heparin or insulin infusions.



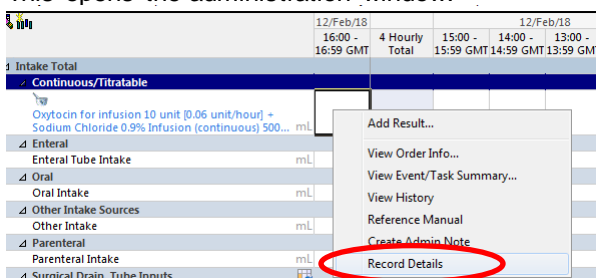
23. **For titratable infusions, excluding insulin and heparin continue here.**

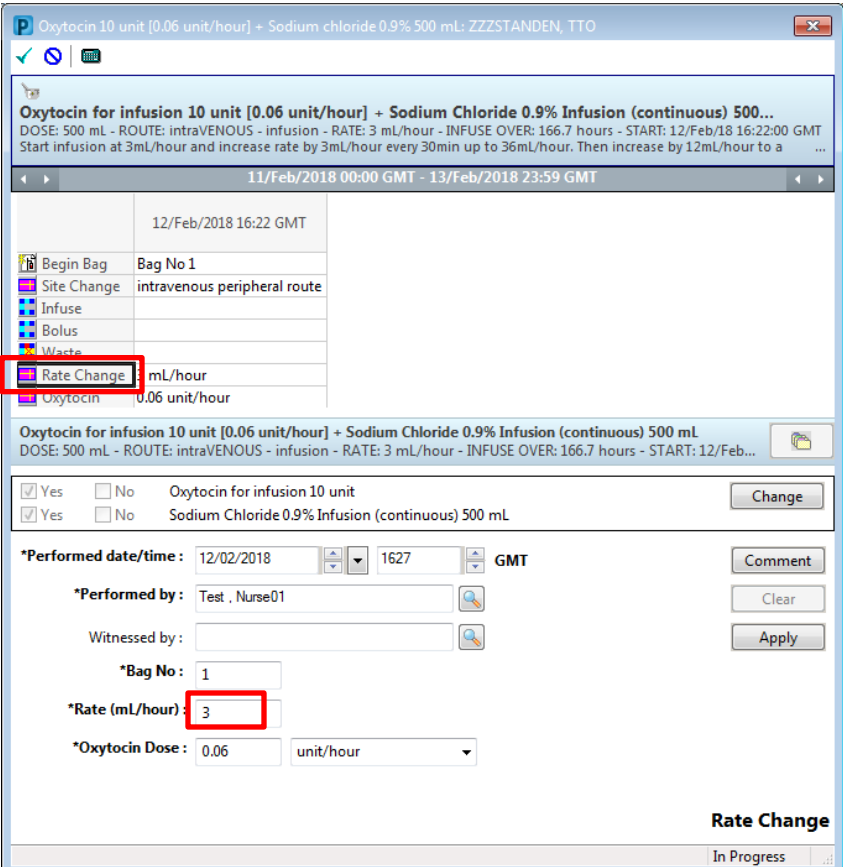
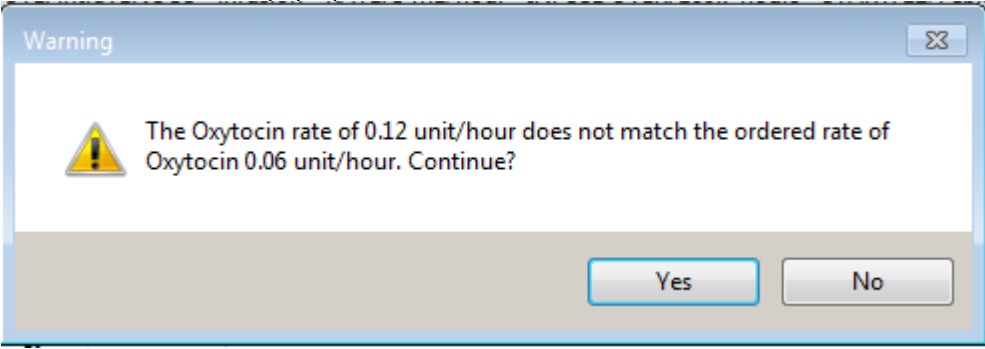


Nurse / Midwife

Navigate to Assessments / Fluid Balance > Fluid Balance



24. Right-click into the correct time box for the titratable infusion and select “Record Details”.
This opens the administration window.



25.	<p>To document a Rate Change click on the correct option in the top half of the window and enter the value in the Rate (mL/hour) box.</p> 	Nurse / Midwife
26.	Click Apply	Nurse / Midwife
27.	<p>Select Yes in the next pop-up window</p> 	Nurse / Midwife
28.	Sign with 	Nurse / Midwife
29.	<p>To document a volume that has been infused, double-click into the correct time box for the titratable infusion to automatically populate the volume that has been infused over the hour, based on the documented infusion rate.</p> <p>Sign  for it. This will turn the value in the box from purple to black.</p>	Nurse / Midwife
30.	<p>When necessary, the volume can be amended by right-clicking on the value and selecting "modify". This opens the medication administration window where the Infuse volume (mL) value can be amended.</p>	Nurse / Midwife