

## Patient information

### **Outpatient Parenteral Antimicrobial Therapy (OPAT) Self-administration of Teicoplanin IV infusion**

This leaflet is designed to support patients, and nursing staff who are teaching patients to self-administer Teicoplanin, with the assistance of the OPAT team. Please use this information in conjunction with the '*Patient Self-Administration IV Therapy Competency Tool*'.

Through comprehensive individual demonstration, training and assessment, you will be able to:

- Minimise the risk of introducing infection into a vein by keeping everything very clean
- Avoid touching the key parts of syringes, needles and extension sets
- Prevent injecting air into a vein by learning to prime syringes and extension sets carefully

#### **What is Teicoplanin?**

Teicoplanin is a glycopeptide antibiotic. Teicoplanin is given intravenously; initially twice a day (12 hourly) for 3 doses to achieve optimal levels, after which it is given once daily. Please read the patient information leaflet inside medication box for further information about your medication.

#### **What you will need**

The ward nursing team and the OPAT nurses will ensure that you are happy and safe to administer Teicoplanin following the procedure below:

Equipment <b>per dose</b> :	1 x tray 1 x sani-cloth detergent wipes 2 x pairs sterile gloves 1 x pair non-sterile gloves 3 x 10ml syringes 1 x purple filter needle 3 x drawing up needles 3 x clinell wipes 2% 2 x red bungs 1 x giving Set 1 x sharps bin
Patient dose:  _____	<ul style="list-style-type: none"> <li>• 10ml ampoules 0.9% sodium chloride (normal saline) <b>x2</b></li> <li>• Teicoplanin vials with accompanying ampoules of water for injection</li> <li>• 100ml bag normal saline</li> </ul>

**Remember to check the dose and the expiry date of the drug, diluent used to mix the drug and normal saline.**

**1** Wash your hands and clean the tray with detergent wipes; assemble equipment. Use non-sterile gloves to prepare medication; protect key parts by using a non-touch technique throughout the procedure.

## **2 Prepare medication**

- Clean the rubber stopper of the Teicoplanin vial(s) with a clinell wipe 2%, allow 30 seconds to dry.
- Open the glass ampoule by covering the dot with your thumb and swiftly snapping away from you.
- Draw up the *water for injection* into a 10 ml syringe using a purple filter needle, then discard the filter needle. Replace with a red drawing-up needle and slowly inject the water into the vial of Teicoplanin; **gently** swirl until the medication is fully dissolved.
- **Do not shake the vial** as the solution will form a foam. If the solution does foam, leave it to stand, the foam will take 10 - 15 minutes to reduce. Only draw up when the foam has settled.
- Check the bag of normal saline is in date, intact and the solution is clear with no particles or discolouration.

- Remove the seal and clean the injection port with a clinell wipe 2%, allow 30 seconds to dry.
- Withdraw the prepared solution. Lay the bag flat and inject the prepared dose of Teicoplanin directly through the centre of the port. Withdraw needles and syringes, discard in sharps bin.
- Turn the bag upside down several times to ensure thorough mixing of the solution.
- Remove giving set from packaging and close the roller clamp. Insert the IV giving set and prime the line until there is no air in the line. Hang the bag on a hook.

### **3 Prepare saline flushes**

- Draw up saline into a 10ml syringe using a red needle. Remove the needle from the syringe and dispose of it directly into the sharps bin.
- Remove any air from the syringe as before and place a red sterile cap on the syringe. Repeat for the second flush.

### **4 Administering medication**

- Wash hands and put on sterile gloves.
- Clean the connector on your PICC line thoroughly with a clinell wipe 2% and allow 30 seconds to dry.
- Flush the PICC line with the 10mls of normal saline using the 'push-pause' pulse technique.
- Connect the IV tubing set securely to your extension set and administer over 30 minutes. When finished, disconnect the line.
- Put on the second pair of sterile gloves. Flush the line again with 10mls of normal saline using the pulse technique
- Safely dispose of equipment. Needles and glass vials must be discarded in the sharps bin provided. Sharps bins can be returned to your GP practice or hospital for disposal when full.

### **5 Any difficulties?**

Please contact the OPAT team should any problems occur, all relevant phone numbers are listed in your care plan.