MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE EXPANDED ROLE LICENSED PRACTICAL NURSE

COURSE OUTLINE

THEORY—MINIMUM 40 HOURS

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<thead>
<tr>
<th>UNIT</th>
<th>TOPIC</th>
<th>HOURS*</th>
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<td>LEGAL ASPECTS AND PRACTICE OF IV THERAPY</td>
<td>1</td>
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<td>II</td>
<td>REVIEW OF ANATOMY AND PHYSIOLOGY</td>
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<td>3</td>
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</tbody>
</table>

MINIMUM NUMBER OF THEORY HOURS 40

*This column indicates the minimum number of hours which must be allocated to the content. The actual number of hours may be increased if necessary, depending on the faculty and the students.

CLINICAL—MINIMUM 40 HOURS

The student must successfully complete all skills, activities and procedures outlined on the clinical performance checklist and must do so at or above a satisfactory level.

MBN
Approved 11-14-91
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACICAL NURSE

THEORY: MINIMUM 40 HOURS

PURPOSE: The theory portion of this course is designed to prepare qualified License Practical Nurses to perform the expanded role of IV therapy as outlined in the Mississippi Nursing Practice Law, Rules and Regulations.

OBJECTIVES: At the completion this course, the Licensed Practical Nurse shall be able to:

1. Summarize the major legal implications of IV therapy relative to state regulations and agency policy.
2. Summarize the major legal requirements of the nurse.
3. Identify and locate peripheral veins used for venipuncture and list factors that influence their size and condition.
4. Identify IV equipment used in administering IV solutions; indicate the criteria for use, and list precautions and complications of each.
5. Discuss and demonstrate nursing responsibilities in preparation for and during venipuncture.
6. Discuss and demonstrate nursing care of the patient with an IV infusion.
7. Summarize the fundamentals of fluid and electrolyte balance in relation to IV therapy.
8. Demonstrate understanding of fluid and electrolyte balance and classifications of IV fluids.
9. Discuss and demonstrate appropriate aseptic technique in IV therapy.
10. Compare and contrast the hazards and complications of IV infusions, their prevention, and nursing interventions.
11. Report and record all pertinent information related to IV therapy.
12. Apply correct principles for administering IV antibiotics by using reference material, scheduling administration of IV antibiotics, and calculating drug doses.

EVALUATION: The LPN must score at least 80% on each theory examination and at least 80% on the final comprehensive theory examination.
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACTICAL NURSE

CLINICAL: Minimum 40 hours

PURPOSE: The clinical portion of this course is designed to develop proficiency in IV therapy according to the scope of practice outlined in the Nursing Practice Law, Rules and Regulations and in conjunction with agency policy.

OBJECTIVES: At the completion of this course, the License Practical Nurse shall be able to:

1. Correctly initiate peripheral IV therapy.
2. Correctly calculate prescribed IV infusion rate.
3. Provide ongoing care to the IV site.
4. Maintain patency of peripheral IV therapy lines using a flush solution.
5. Assist the Registered Nurse with central venous infusion by checking the infusion rate and changing the site dressing.
6. Observe and report patient responses to IV therapy.
7. Report, record and properly respond to complications or contraindications of IV therapy.
8. Discontinue peripheral IV therapy.

CLINICAL: During an affiliation with a clinical laboratory, the LPN must observe and then practice sticking peripheral veins for the purpose of withdrawing blood samples until the LPN is proficient in the procedure. No medications or fluids may be injected into the vein during this time.

PATIENT EXPERIENCE:
Following a period of observation, the LPN must participate in all phases of IV therapy which are within the scope of practice as outlined in the Mississippi Board of Nursing Rules and Regulations. The LPN must demonstrate proficiency in each step of each procedure.

EVALUATION: The LPN must perform satisfactorily on each clinical procedure and must implement all phases of IV Therapy to the satisfaction of the instructor. Three (3) unsatisfactory performances in any portion of any procedure shall result in the LPN’s termination from the IV Therapy course.
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACTICAL NURSE

UNIT I

LEGAL ASPECTS AND PRACTICES

MINIMUM TIME ALLOTMENT

1 HOUR

OBJECTIVES: Upon the completion of this unit, the LPN shall be able to:

1. Identify the major legal implications of IV therapy.
2. Demonstrate understanding of the Nursing Practice Law, Rules and Regulations regarding the role of the LPN in IV therapy.
3. Discuss IV therapy policies of selected health care agencies.

CONTENT: 1. Course overview
2. Legal aspects of IV therapy
3. Expanded role of the LPN—Practice Law, Rules and Regulations
4. Scope of practice in IV therapy for the Expanded Role LPN
5. Health agency policies

EVALUATION: The LPN must score at least 80% on each examination administered in this unit.
UNIT II

MINIMUM TIME ALLOTMENT

REVIEW OF ANATOMY AND PHYSIOLOGY 6 HOURS

OBJECTIVES: Upon the completion of this unit, the LPN shall be able to:

1. Demonstrate understanding of structure and function of the integumentary system as relates to IV therapy.
2. Demonstrate understanding of structure and function of the circulatory system as relates to IV therapy.
3. Demonstrate understanding of structure and function of the respiratory system as relates to IV therapy.
4. Demonstrate understanding of structure and function of the urinary system as relates to IV therapy.
5. Identify and locate peripheral veins used for venipuncture.
6. Differentiate the anatomic characteristics of veins and arteries.
7. Identify signs of an inadvertent arterial puncture.
8. Identify factors that influence the size and condition of the veins.

CONTENT: 1. Integumentary system
2. Circulatory system
3. Respiratory system
4. Urinary system
5. Vein structure and location (peripheral)
   a. Structure and function
      (1) Endothelial lining
      (2) Valves
      (3) Carry blood toward heart
      (4) Thinner than arteries
   b. Location
      (1) Arm—deep and superficial
      (2) Leg—deep and superficial

EVALUATION: The LPN must score at least 80% on each examination administered in this unit.
UNIT III  MINIMUM TIME ALLOTMENT

FLUID AND ELECTROLYTE BALANCE  10 HOURS

OBJECTIVE: Upon the completion of this unit, the LPN shall be able to:

1. Identify body fluid compartments and electrolyte compositions.
2. Define fluid deficit, fluid maintenance and fluid replacement.
3. List effects of isotonic, hypotonic, and hypertonic IV fluids.
4. List and classify common parenteral fluids.
5. Identify electrolyte norms in laboratory reports on blood samples.
6. Discuss the normal methods of fluid and electrolyte intake and output.

CONTENT: 1. Elements found in intracellular and extracellular fluid.

2. Passage of substances through membranes
   a. Osmosis
   b. Diffusion

3. Types of IV fluids
   a. Isotonic
   b. Hypotonic
   c. Hypertonic

4. Body’s reaction to dehydration and overhydration

5. Functions of electrolytes, with emphasis on potassium, sodium and chloride

6. Electrolyte norms in blood tests

EVALUATION: The LPN must score at least 80% on each examination administered in this unit.
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACTICAL NURSE

UNIT IV

EQUIPMENT AND PROCEDURES IN IV THERAPY

MINIMUM TIME ALLOTMENT
14 HOURS

OBJECTIVES: Upon completion of this unit, the LPN shall be able to:

1. Demonstrate appropriate medical and surgical aseptic technique.
2. Explain the purpose of infection control.
3. Identify the types of organisms that cause infections of IV sites and fluids.
4. List factors that contribute to the growth of microorganisms.
5. Correctly interpret orders for initiating and discontinuing IV therapy.
6. Demonstrate skill in documenting and reporting promptly all pertinent information.
7. Evaluate and accurately describe patient observations during and following IV infusion.
8. Discuss legal responsibilities and other important considerations in maintaining proper records.
9. Identify various types of equipment and supplies available for use in IV therapy.
10. Discuss the responsibility of the nurse in preparing the patient psychologically for venipuncture.
11. Select veins suitable for venipuncture.
12. List factors to be considered in selection of a vein.
13. Describe dangers associated with the use of veins of the lower extremities.
14. List factors to be considered in selecting a cannula for venipuncture.
15. Demonstrate technique and discuss the possible adverse reactions related to the administration of subcutaneous xylocaine as a local anesthetic prior to venipuncture.
17. Demonstrate and discuss securing a device, tubing and extremity for IV therapy.
18. Discuss the nurse’s role in maintaining the infusion.
19. Identify methods of distending veins.
21. Identify factors which influence rate of infusion.
22. Safely discontinue IV infusion.
23. Observe and provide care for IV equipment and site.
CONTENT:  
1. Terminology  
2. Infection control  
3. Safe technique in preparing, initiating, monitoring and discontinuing IV therapy  
4. Equipment and supplies  
   a. Types  
   b. Advantages and disadvantages  
   c. Packaging of solutions  
   d. Labeling (including expiration dates)  
   e. Safe handling  
5. Solutions  
   a. Types  
   b. Reading labels  
6. Asepsis—Medical and surgical procedures review  
7. Sites  
8. Techniques  
   a. Preparing IV  
      (1) Equipment, supplies, solutions  
      (2) Bubbles in tubing  
      (3) Patient’s clothing  
      (4) Height of IV pole  
   b. Initiating IV  
      (1) Administration of subcutaneous xylocaine  
      (2) Insertion of IV—needles, catheters, butterflies  
      (3) Securing IV and site dressing  
   c. Monitoring  
      (1) Infusion rate  
      (2) Patient  
      (3) Intake and output  
   d. Site care  
      (1) Peripheral lines  
      (2) Central lines  
   e. Recording and reporting  

NOTE: LPN must practice skill of initiating IV on training arm until proficient.  

EVALUATION: The LPN must score at least 80% on each examination administered in this unit.
UNIT V

MINIMUM TIME ALLOTMENT
6 HOURS

COMPLICATIONS, PREVENTION AND NURSING INTERVENTIONS

OBJECTIVES: Upon the completion of this unit, the LPN shall be able to:

1. List complications of IV therapy.
2. List and describe symptoms of each complication.
3. Discuss preventive measures in systemic and local complications.
4. Discuss appropriate nursing interventions for complications of IV therapy.

CONTENT: 1. Signs and symptoms of complications
2. Preventive measures
3. Treatment measures
4. Nursing interventions

EVALUATION: The LPN must score at least 80% on each examination administered in this unit.
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACTICAL NURSE

UNIT VI

MEDICATIONS

MINIMUM TIME ALLOTMENT

3 HOURS

OBJECTIVES: Upon the completion of this unit, the LPN shall be able to:

1. Match terms and abbreviations associated with IV medications.
2. Distinguish among ways IV antibiotics are used.
3. State the five “rights” of administering medications and additional “rights” associated with administration of IV antibiotic medications.
4. List facts to determine regarding an IV antibiotic medication before administration.
5. Identify safety measures to observe when administering IV antibiotic medications.
6. List medication information to be obtained in a nursing history.
7. Distinguish among methods of administering IV antibiotic medications.
8. State nursing responsibilities and interventions with regard to the administration of IV antibiotic medications.
9. List the effects of drug incompatibilities.
10. Describe types of drug incompatibilities.
11. Discuss factors that affect compatibilities.
12. State nursing responsibilities and interventions with regard to avoiding incompatibilities.
13. Define and describe potential untoward reactions and side effects.
14. Name the body systems affected by untoward reactions.
15. Identify nursing responsibilities and interventions with regard to untoward reactions and side effects.
16. State the formula for calculation of drug doses.
17. Schedule the administration of IV antibiotic medications.
18. Calculate drug doses and dilutions.

CONTENT: 1. Terms and abbreviations associated with IV medications
2. Ways drugs are used
   a. Diagnostic
   b. Prophylactic
   c. Therapeutic

3. “Rights” of administering IV antibiotics
   a. Medication, dose, route, time, patient
   b. Method or mode; length of infusion time; incompatibilities

4. Facts to determine about an IV antibiotic before administration
   a. Average dose
   b. Route of administration
   c. Length of time of infusion
   d. Expected action (effect)
   e. Common untoward reactions (side effects)
   f. Incompatibilities

5. Safety measures to observe when administering IV antibiotics

6. Medication information to be obtained in a nursing history

7. Methods of administering IV antibiotic medications
   a. Intermittent infusion
   b. Continuous infusion

8. Nursing responsibilities and interventions with regard to administration of IV antibiotic medications

9. Incompatibilities
   a. Effects
   b. Types
   c. Nursing responsibilities and interventions

10. Factors that affect compatibilities

11. Untoward reactions or side effects
   a. Terms
   b. Types
   c. Body systems affected
   d. Nursing responsibilities and interventions
12. Calculation of drug doses

EVALUATION: The LPN must score at least 80% on each examination administered in this unit.
PROCEDURE: BLOOD SAMPLE WITH VACUTAINER

1.  Check medical order
2.  Gather equipment
3.  Identify patient
4.  Wash hands
5.  Wear gloves
6.  Locate peripheral vein on correct patient
7.  Clean area using a circular motion with antiseptic swab
8.  Screw needle into plastic holder
9.  Insert vacutainer tube into holder
10. Prepare injection site and insert needle into vein
11. Advance vacutainer to end of holder
12. Remove vacutainer tube and set aside
    Insert another vacutainer tube, if needed
    Remove as much blood as needed
13. Remove needle and discard
14. Label blood tubes
15. Leave patient safe and comfortable
16. Send specimens to laboratory and record procedure

CLINICAL PRACTICE: The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPNs termination from the IV Therapy course.
**MISSISSIPPI BOARD OF NURSING**  
**IV THERAPY COURSE FOR THE**  
**EXPANDED ROLE LICENSED PRACTICAL NURSE**

**PERFORMANCE CHECKLIST: BLOOD SAMPLE WITH VACUTAINER**

**STUDENT:**

**LICENSE #:**

**SCHOOL OR FACILITY:**

**DATE:**

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<th>SATISFACTORY</th>
<th>UNSATISFACTORY</th>
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<tbody>
<tr>
<td>1.</td>
<td>Checked medical order</td>
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<td>2.</td>
<td>Gathered equipment</td>
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<tr>
<td>3.</td>
<td>Identified patient</td>
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<td>4.</td>
<td>Washed hands</td>
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<td>5.</td>
<td>Wore gloves</td>
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<td>6.</td>
<td>Located peripheral vein on correct patient</td>
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<td>7.</td>
<td>Cleaned the area using a circular motion with antiseptic swab</td>
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<tr>
<td>8.</td>
<td>Screwed needle into plastic holder</td>
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<td>9.</td>
<td>Inserted vacutainer tube into holder</td>
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<td>10.</td>
<td>Prepared injection site and inserted needle into vein</td>
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<td>11.</td>
<td>Advanced vacutainer to end of holder</td>
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<tr>
<td>12.</td>
<td>Removed vacutainer tube and set aside</td>
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<tr>
<td></td>
<td>Inserted another vacutainer tube, if needed</td>
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<td></td>
<td>Removed as much blood as needed</td>
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<td>13.</td>
<td>Removed needle and discarded</td>
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<tr>
<td>14.</td>
<td>Labeled blood tubes</td>
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<tr>
<td>15.</td>
<td>Left patient safe and comfortable</td>
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<tr>
<td>16.</td>
<td>Sent specimens to laboratory and recorded procedure</td>
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**PERFORMANCE CHECKLIST: BLOOD SAMPLE WITH VACUTAINER**

**PASS** __________________________   **FAIL** __________________________

(MUST HAVE 100% SATISFACTORY PERFORMANCE)

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.

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</table>
PROCEDURE: VENIPUNCTURE – TRANSFER OF BLOOD TO TUBE

1. Check medical order
2. Gather equipment
3. Identify patient
4. Wash hands
5. Wear gloves
6. Locate peripheral vein on correct patient
7. Clean the area using a circular motion with antiseptic swab
8. Perform venipuncture using appropriate needle and syringe
9. Withdraw required amount of blood
10. Remove needle and apply pressure to site until hemostasis occurs
11. Remove needle from syringe and place in needle holder
12. Divide blood specimen into specimen tubes
13. Inject designated amount into tube
14. Place syringe to one side and place stoppers in tubes
15. Label blood tubes

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV therapy course.
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACTICAL NURSE

PERFORMANCE CHECKLIST: VENIPUNCTURE—TRANSFER OF BLOOD TO TUBE

STUDENT: ____________________________________________________________

LICENSE #: ________________________________

SCHOOL OR FACILITY: ________________________________________________

DATE: __________________________________________________________________

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<tr>
<td>3.</td>
<td>Identified patient</td>
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<tr>
<td>4.</td>
<td>Washed hands</td>
<td></td>
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<tr>
<td>5.</td>
<td>Wore gloves</td>
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<tr>
<td>6.</td>
<td>Located peripheral vein on correct patient</td>
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<tr>
<td>7.</td>
<td>Cleaned the area using a circular motion with antiseptic swab</td>
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<tr>
<td>8.</td>
<td>Performed venipuncture using appropriate needle and syringe</td>
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<tr>
<td>9.</td>
<td>Withdrew required amount of blood</td>
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<tr>
<td>10.</td>
<td>Removed needle and applied pressure to site until hemostasis occurred</td>
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<tr>
<td>11.</td>
<td>Removed needle from syringe and placed in needle holder</td>
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<td>12.</td>
<td>Divided blood specimen into specimen tubes</td>
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<tr>
<td>13.</td>
<td>Injected designated amount into tube</td>
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<tr>
<td>14.</td>
<td>Placed syringe to one side and placed stoppers in tubes</td>
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<tr>
<td>15.</td>
<td>Labeled blood tubes</td>
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</table>

PERFORMANCE CHECKLIST: VENIPUNCTURE—TRANSFER OF BLOOD TO TUBE

PASS ___________________ FAIL ____________________________

(MUST HAVE 100% SATISFACTORY PERFORMANCE)

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.

DATE  COMMENTS  SIGNATURE

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE LICENSED PRACTICAL NURSE

Procedure: Venipuncture

1. Check the medical order
2. Gather equipment
   a. tourniquet
   b. antiseptic swabs
   c. butterfly needle or angiocath
   d. tape
   e. anti-microbial ointment
   f. dressing materials
3. Identify the patient
4. Explain the procedure
5. Adjust lighting
6. Wash hands
7. Prepare the patient physically
   a. provide for privacy
   b. provide hospital gown
   c. place patient in comfortable position
   d. place towel under the arm
   e. remove jewelry
8. Wash hands
9. Position self for comfort
10. Select a site
11. Put on gloves
12. Place a tourniquet above site selected
13. Locate a peripheral vein on correct patient
14. Clean the area using a circular motion with antiseptic swab
15. Insert the sterile IV needle/angiocath
16. Suggested procedure:
   a. hold at a 20-45 degree angle
   b. insert the needle with the bevel up
   c. lower hub of needle close to skin for insertion into vein
   d. observe tubing/flash back chamber for blood return
   e. allow blood to displace air in butterfly tubing
   f. thread cannula into vein if angiocath used
   g. release tourniquet prior to infusing primary fluid
   h. secure with a piece of tape

17. Connect IV solution if ordered, maintaining sterility
18. Start the correct IV solution to the correct patient at a KVO rate
19. Tape securely leaving site open for assessment
20. Apply sterile dressing
21. Tape arm board in position if necessary
22. Review movement restrictions with patient
23. Regulate IV infusion according to medical order
24. Dispose of used equipment
25. Wash hands
26. Record procedure
27. Suggested data to record:
   a. IV site
   b. Size of needle/angiocath
   c. Date and time
   d. Signature of nurse
   e. Patient’s response and/or number of attempts

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV Therapy course.
## PERFORMANCE CHECKLIST: VENIPUNCTURE

**STUDENT:** ________________________________

**LICENSE #:** ______________________________

**SCHOOL OR FACILITY:** ______________________________

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<tbody>
<tr>
<td>1.</td>
<td>Checked medical order</td>
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<tr>
<td>2.</td>
<td>Calculated IV infusion rate</td>
<td></td>
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<tr>
<td>3.</td>
<td>Washed hands</td>
<td></td>
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<tr>
<td>4.</td>
<td>Located a peripheral vein on correct patient</td>
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<tr>
<td>5.</td>
<td>Cleaned the area using a circular motion with antiseptic swab</td>
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<tr>
<td>6.</td>
<td>Inserted the sterile IV needle/angiocath</td>
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<td>7.</td>
<td>Released tourniquet prior to infusing primary fluid</td>
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<td>8.</td>
<td>Connected IV solution if ordered, maintaining sterility</td>
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<tr>
<td>9.</td>
<td>Taped securely, leaving site open for assessment</td>
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<tr>
<td>10.</td>
<td>Applied sterile dressing</td>
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<td>11.</td>
<td>Regulated IV infusion according to medical order</td>
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<td>12.</td>
<td>Recorded procedure</td>
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<td>13.</td>
<td>Performed satisfactorily within the allotted time</td>
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PERFORMANCE CHECKLIST: VENIPUNCTURE
(continued)

PASS       FAIL
(MUST HAVE 100% SATISFACTORY PERFORMANCE)

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PROCEDURE: INITIAL IV SITE

1. Check the medical order
   a. Type solution
   b. Amount of solution
   c. Infusion rate
   d. Sequence of solution if applicable

2. Calculate correct IV flow rate

3. Wash hands

4. Gather equipment
   a. Solution
   b. Tubing
   c. Tape
   d. IV pole
   e. Antiseptic swab

5. Identify patient

6. Explain procedure

7. Set up equipment
   a. Examine solution for:
      (1) Cloudiness
      (2) Particles
      (3) Leakage
      (4) Cracks in bottle or bag
      (5) Expiration date
   b. Open the package containing the tubing, maintaining sterility of all connectors.
   c. Close regulator on the tubing
   d. Open the entry area of the fluid container, maintaining sterility of the entry port
   e. Clean the entry port with antiseptic swab if necessary
   f. Insert the tubing spike into the fluid container through the correct entry port
   g. Invert the bottle or bag with the tubing hanging down
   h. Hang solution on IV pole
   i. Fill the drip chamber half full with fluid
   j. Displace air in tubing with fluid and close regulator

8. Examine the site for signs and symptoms of inflammation/infiltration

9. Put on gloves

10. Connect the end of the IV tubing to the hub of the needle, maintaining sterility

11. Start the correct IV solution to the correct patient at a KVO rate
12. Tape securely, leaving site open for assessment
13. Apply sterile dressing
14. Tape arm board in position if necessary
15. Review movement restrictions with patient
16. Regulate IV infusion according to physician’s order
17. Dispose of used equipment
18. Wash hands
19. Record procedure
20. Recommended data to record
   a. Date and time
   b. Type of solution
   c. Amount of solution
   d. Infusion rate
   e. Tubing change
   f. Assessment of needle site
   g. Dressing change
   h. Signature

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV Therapy course.
MISSISSIPPI BOARD OF NURSING  
IV THERAPY COURSE FOR THE  
EXPANDED ROLE LICENSED PRACTICAL NURSE  

PERFORMANCE CHECKLIST: INITIAL IV SITE

**STUDENT:**

**LICENSE #:**

**SCHOOL OR FACILITY:**

**DATE:**

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<thead>
<tr>
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<th>Unsatisfactory</th>
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<tbody>
<tr>
<td>1.</td>
<td>Checked the medical order</td>
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<td></td>
<td>a. Type solution</td>
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<td></td>
<td>b. Amount of solution</td>
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<td></td>
<td>c. Infusion rate</td>
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<td></td>
<td>d. Sequence of solution if applicable</td>
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<tr>
<td>2.</td>
<td>Examined the site for signs and symptoms of inflammation/infiltration</td>
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<tr>
<td>3.</td>
<td>Checked solution. Connected tubing and expelled Air from tubing, maintaining sterility</td>
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<tr>
<td>4.</td>
<td>Connected the end of the IV tubing to the hub of the needle, maintaining sterility</td>
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<td>5.</td>
<td>Started the correct IV solution to the correct patient at a KVO rate</td>
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<tr>
<td>6.</td>
<td>Taped securely, leaving site open for assessment</td>
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<tr>
<td>7.</td>
<td>Applied sterile dressing</td>
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<tr>
<td>8.</td>
<td>Regulated IV infusion according to medical order</td>
<td></td>
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<tr>
<td>9.</td>
<td>Washed hands</td>
<td></td>
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<tr>
<td>10.</td>
<td>Recorded procedure</td>
<td></td>
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<tr>
<td>11.</td>
<td>Performed satisfactorily within allotted time</td>
<td></td>
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</tbody>
</table>
PERFORMANCE CHECKLIST: INITIAL IV SITE
(CONTINUED)

PASS __________________ FAIL _______________________
(MUST HAVE 100% SATISFACTORY PERFORMANCE)

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.

<table>
<thead>
<tr>
<th>DATE</th>
<th>COMMENTS</th>
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</tbody>
</table>
PROCEDURE: DISCONTINUING IV FLUIDS AND/OR INT

1. Check the medical orders
2. Wash hands
3. Collect equipment
   a. Alcohol prep or 2 x 2
   b. Band-Aid
   c. Antibiotic ointment (if required)
   d. Adhesive remover
4. Identify patient
5. Explain procedure to patient
6. Wash hands
7. Turn off intravenous fluid flow with regulator clamp
8. Put on gloves
9. Untape the intravenous needle and remove dressing
10. Withdraw the needle/angiocath
11. Apply pressure to the puncture site with the alcohol prep until hemostasis occurs
12. Observe needle and/or angiocath for intactness, frayed edges
13. Observe puncture area for signs and symptoms of inflammation, infection, bleeding
14. Apply Band-Aid to puncture site (hospital policy may require antibiotic ointment)
15. Observe amount and type of intravenous fluid remaining in bottle/bag
16. Make patient comfortable
17. Discard used equipment
18. Wash hands
19. Record procedure
20. Suggested data to record:
   a. Amount and type of fluid remaining in bottle/bag
   b. Amount and type of fluid received by patient
   c. Condition of angiocath or needle (intact, frayed edge)
d. Appearance of puncture site
e. Patient tolerance of procedure
f. Date
g. Name
h. Time

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV Therapy course.
MISSISSIPPI BOARD OF NURSING  
IV THERAPY COURSE FOR THE  
EXPANDED ROLE LICENSED PRACTICAL NURSE  

PERFORMANCE CHECKLIST: DISCONTINUING IV FLUIDS AND/OR INT

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<tbody>
<tr>
<td>1.</td>
<td>Checked the medical orders</td>
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<tr>
<td>2.</td>
<td>Washed hands</td>
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<tr>
<td>3.</td>
<td>Collected equipment</td>
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<tr>
<td></td>
<td>a. Alcohol prep or 2 x 2</td>
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<td></td>
<td>b. Band-Aid</td>
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<td></td>
<td>c. Antibiotic ointment (if required)</td>
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<td>d. Adhesive remover</td>
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<td>4.</td>
<td>Identified patient</td>
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<td>5.</td>
<td>Explained procedure to patient</td>
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<td>6.</td>
<td>Washed hands</td>
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<tr>
<td>7.</td>
<td>Turned off intravenous fluid flow with regulator clamp</td>
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<td>8.</td>
<td>Put on gloves</td>
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<td>9.</td>
<td>Untaped the intravenous needle and removed dressing</td>
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<td>10.</td>
<td>Withdrew the needle/angiocath</td>
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<tr>
<td>11.</td>
<td>Applied pressure to the puncture site with the alcohol prep until hemostasis occurred</td>
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<td>12.</td>
<td>Observed needle and/or angiocath for intactness, frayed edges</td>
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<tr>
<td>13.</td>
<td>Observed puncture area for signs and symptoms of inflammation, infection, bleeding</td>
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<tr>
<td>14.</td>
<td>Applied Band-Aid to puncture site (hospital policy may require antibiotic ointment)</td>
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</tbody>
</table>
15. Observed amount and type of intravenous fluid remaining in bottle/bag

16. Made patient comfortable

17. Discarded used equipment

18. Washed hands

19. Recorded procedure

21. Suggested data to record:
   a. Amount and type of fluid remaining in bottle
   b. Amount and type of fluids received by patient
   c. Condition of angiocath or needle (intact, frayed edge)
   d. Appearance of puncture site
   e. Patient tolerance of procedure
   f. Date
   g. Name
   h. Time

PASS        FAIL
(MUST HAVE 100% SATISFACTORY PERFORMANCE)

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.

DATE                  COMMENTS                  SIGNATURE

__________________________________________________________________________

__________________________________________________________________________

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__________________________________________________________________________

__________________________________________________________________________
PROCEDURE: EXISTING IV SITE – NEW SOLUTION AND NEW TUBING

1. Check the medical order
   a. Type solution
   b. Amount of solution
   c. Infusion rate
   d. Sequence of solution if applicable

2. Calculate correct IV flow rate

3. Wash hands

4. Gather equipment
   a. Solution
   b. Tubing
   c. Tape
   d. IV pole
   e. Antiseptic swab

5. Identify patient

6. Explain procedure

7. Set up equipment
   a. Examine solutions for:
      (1) Cloudiness
      (2) Particles
      (3) Leakage
      (4) Cracks in bottle or bag
      (5) Expiration date
   b. Open the package containing the tubing, maintaining sterility of all connectors
   c. Close regulators on the tubing
   d. Open the entry area of the fluid container, maintaining sterility of the entry port
   e. Clean the entry port with antiseptic swab if necessary
   f. Insert the tubing spike into the fluid container through the correct entry port
   g. Invert the bottle or bag with the tubing hanging down
   h. Hang solution on IV pole
   i. Fill the drip chamber half full with fluid
   j. Displace air in tubing with fluid and close regulator

8. Examine the site for signs and symptoms of inflammation/infiltration

9. Put on gloves

10. Connect the end of the IV tubing to the hub of the needle, maintaining sterility
11. Start the correct IV solution to the correct patient at a KVO rate
12. Tape securely, leaving site open for assessment
13. Apply sterile dressing
14. Tape arm board in position if necessary
15. Review movement restrictions with patient
16. Regulate IV infusion according to medical order
17. Dispose of used equipment
18. Wash hands
19. Record procedure
20. Recommended date to record:
   a. Date and time
   b. Type of solution
   c. Amount of solution
   d. Infusion rate
   e. Tubing change
   f. Assessment of needle site
   g. Dressing change
   h. Signature

CLINICAL PRACTICE:
The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV Therapy course.
MISSISSIPPI BOARD OF NURSING
IV THERAPY COURSE FOR THE
EXPANDED ROLE PRACTICAL NURSE

PERFORMANCE CHECKLIST: EXISTING IV SITE—NEW SOLUTION AND NEW TUBING

STUDENT: ____________________________________________________________
LICENSE # OR SOCIAL SECURITY #: ______________________________________
SCHOOL OR FACILITY: _________________________________________________
DATE: __________________________________________________________________

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<td></td>
<td>c. Infusion rate</td>
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<td>d. Sequence of solution if applicable</td>
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<td>2.</td>
<td>Examined the site for signs and symptoms of inflammation/infiltration</td>
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<td>3.</td>
<td>Checked solution. Connected tubing and expelled air from tubing, maintaining sterility</td>
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<td>4.</td>
<td>Connected the end of the IV tubing to the hub of the needle, maintained sterility</td>
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<td>5.</td>
<td>Started the correct IV solution to the correct patient at a KVO rate</td>
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<td>6.</td>
<td>Taped securely, leaving site open for assessment</td>
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<tr>
<td>7.</td>
<td>Applied sterile dressing</td>
<td>[ ]</td>
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<td>8.</td>
<td>Regulated IV infusion according to medical order</td>
<td>[ ]</td>
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<td>9.</td>
<td>Washed hands</td>
<td>[ ]</td>
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<td>10.</td>
<td>Recorded procedure</td>
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<tr>
<td>11.</td>
<td>Performed satisfactorily within allotted time</td>
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</table>
PERFORMANCE CHECKLIST: EXISTING IV SITE - NEW SOLUTION AND NEW TUBING
(continued)

PASS  ___________________________  FAIL  ________________________________
(MUST HAVE 100% SATISFACTORY PERFORMANCE)

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.

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</table>
PROCEDURE: PIGGYBACK ADMINISTRATION OF PRE-MIXED ANTIBIOTIC MEDICATIONS

1. Check MAR and Kardex against the medical order
   a. Patient’s name
   b. Type of medication
   c. Dose
   d. Time
   e. Date of order
   f. Allergies
   g. Route

2. Report inconsistencies to charge nurse

3. Verify the compatibility of all antibiotic medications and fluids being mixed

4. Wash hands

5. Gather equipment
   a. Solution
   b. Secondary tubing
   c. Antiseptic swab
   d. Needle and syringe

6. Secure correct antibiotic medication

7. Calculate correct infusion rate for IVPB

8. Open the package containing the tubing, maintaining sterility of all connectors

9. Close slide clamp

10. Attach tubing spike to solution using sterile technique

11. Apply needle to distal end of tubing using sterile technique

12. Fill drip chamber half full

13. Open side clamp

14. Displace air in IVPB tubing and closing slide clamp

15. Identify patient

16. Explain procedure

17. Hang solution on IV pole

18. Lower primary bottle with extension hook
PROCEDURE: PIGGYBACK ADMINISTRATION OF PRE-MIXED ANTIBIOTIC MEDICATIONS
(continued)

19. Check to see that existing IV is functioning properly

20. Clean the injection port on primary line with an antiseptic swab and insert needle
   a. COMPATIBLE MEDICATIONS:
      (1) Open IVPB slide clamp
      (2) Administer correct dose of correct IVPB antibiotic medicine to the correct patient at the correct rate maintaining sterility
      (3) After completion of IVPB, close slide clamp on IVPB tubing and raise primary solution to previous level
   b. INCOMPATIBLE MEDICATIONS:
      (1) Clamp tubing and flush with normal saline
      (2) Administer correct dose of correct IVPB antibiotic medicine to the correct patient at the correct rate maintaining sterility
      (3) After completion of IVPB, flush with normal saline
      (4) Unclamp primary tubing

21. Regulate primary line according to medical order

22. Administer antibiotic medication – 30 minutes of scheduled time

23. Dispose of used equipment

24. Wash hands

25. Record procedure

26. Suggested data to record:
   a. Medication
   b. Dose
   c. Route
   d. Patient’s response
   e. Infusion rate
   f. Signature
   g. Time

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV Therapy course.
MISSISSIPPI BOARD OF NURSING  
IV THERAPY COURSE FOR THE  
EXPANDED ROLE LICENSED PRACTICAL NURSE

PERFORMANCE CHECKLIST: PIGGYBACK ADMINISTRATION OF PRE-MIXED ANTIBIOTIC MEDICATION

STUDENT: ____________________________________________________________

LICENSE #: __________________________________________________________

SCHOOL OR FACILITY: ________________________________________________

DATE: __________________________________________________________________

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<td>1. Checked MAR and Kardex against the medical order</td>
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<td>a. Patient’s name</td>
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<td>b. Type of medication</td>
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<td>c. Dose</td>
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<td>d. Time</td>
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<tr>
<td>e. Date of order</td>
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<tr>
<td>f. Allergies</td>
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<td>g. Route</td>
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<tr>
<td>2. Reported inconsistencies to charge nurse</td>
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<tr>
<td>3. Verified the compatibility of all medications and fluids being mixed</td>
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<td>4. Washed hands</td>
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<tr>
<td>5. Checked to see that existing IV was functioning properly.</td>
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<tr>
<td>6. Cleaned the injection port on primary line with an antiseptic swab and inserted needle</td>
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<td>7. a. COMPATIBLE MEDICATIONS:</td>
<td></td>
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<tr>
<td>(1) Opened IVPB slide clamp</td>
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<tr>
<td>(2) Administered correct dose of correct IVPB antibiotic medicine to the correct patient at the correct rate maintaining sterility</td>
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<tr>
<td>(3) After completion of IVPB, closed slide clamp on IVPB tubing and raised primary solution to previous level</td>
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</table>
PERFORMANCE CHECKLIST: PIGGYBACK ADMINISTRATION OF PRE-MIXED ANTIBIOTIC MEDICATIONS
(continued)

b. INCOMPATIBLE MEDICATIONS:

   (1) Clamped tubing and flushed with normal saline
   (2) Administered correct dose of correct IVPB antibiotic medicine to the correct patient at the correct rate maintaining sterility
   (3) After completion of IVPB, flushed with normal saline
   (4) Unclamped primary tubing

8. Regulated primary line according to medical order

9. Administered medication ± 30 minutes of scheduled time

10. Recorded procedure

11. Performed satisfactorily within the allotted time

PASS      FAIL
(MUST HAVE 100% SATISFACTORY PERFORMANCE)

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.

DATE       COMMENTS       SIGNATURE


PROCEDURE: ADMINISTRATION OF PRE-MIXED ANTIBIOTIC MEDICATION PER INT

1. Check the MAR or medicine card and Kardex against the medical order
   a. Patient’s name
   b. Type of medication
   c. Dose
   d. Time
   e. Date of order
   f. Allergies
   g. Route

2. Report inconsistencies to charge nurse

3. Verify the compatibility of all antibiotic medications and fluids being mixed

4. Wash hands

5. Gather equipment
   a. Medication
   b. Saline flush
   c. Heparin flush
   d. Antiseptic swabs

6. Prepare the correct antibiotic medication

7. Identify patient

8. Identify injection port

9. Clean the port with an antiseptic swab

10. Check to see that INT is functioning properly

11. Administer correct dose of correct medicine to the correct patient at the correct rate, maintaining sterility

12. Flush INT with appropriate amount of saline and/or heparinized saline according to hospital policy, at the correct rate

13. Withdraw needle, maintaining positive pressure

14. Observe the patient during procedure

15. Administer medication ± 30 minutes of scheduled time

16. Dispose of used equipment

17. Wash hands

18. Record procedure
19. Suggested data to record

a. Medication  
b. Dose  
c. Route  
d. Patient response  
e. Rate, if indicated  
f. INT flushed  
g. Nurse’s signature  
h. Time

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV therapy course.
### PERFORMANCE CHECKLIST: ADMINISTRATION OF PRE-MIXED ANTIBIOTIC MEDICATION PER INT

**STUDENT:**

**LICENSE #:**

**SCHOOL OR FACILITY:**

**DATE:**

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<tr>
<td>1. Checked the MAR or medicine card and Kardex against the medical order</td>
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<tr>
<td>a. Patient’s name</td>
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<tr>
<td>b. Type of medication</td>
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<td>c. Dose</td>
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<tr>
<td>d. Time</td>
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<tr>
<td>e. Date of order</td>
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<td></td>
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<tr>
<td>f. Allergies</td>
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<tr>
<td>g. Route</td>
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<tr>
<td>2. Reported inconsistencies to charge nurse</td>
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<tr>
<td>3. Verified the compatibility of all antibiotic medications and fluid being mixed</td>
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<td>4. Washed hands</td>
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<tr>
<td>5. Cleaned the port with an antiseptic swab</td>
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<tr>
<td>6. Checked to see that the INT was functioning properly</td>
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<tr>
<td>a. Examined the INT site for signs and symptoms of inflammation/infiltration</td>
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<tr>
<td>b. Flushed INT with appropriate amount of saline</td>
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<td>c. If resistance met, did not flush</td>
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<tr>
<td>7. Administered correct dose of correct medication to the correct patient at the correct rate, maintaining sterility.</td>
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<tr>
<td>8. Flushed INT with appropriate amount of saline, flush solution, or heparinized saline according to hospital policy, at the correct rate</td>
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<tr>
<td>9. Observed the patient during procedure</td>
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<td>10. Administered medication + 30 minutes of scheduled time</td>
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11. Recorded procedure

12. Performed satisfactorily within the allotted time

<table>
<thead>
<tr>
<th>PASS</th>
<th>FAIL</th>
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<td>(MUST HAVE 100% SATISFACTORY PERFORMANCE)</td>
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PROCEDURE: ASSIST RN WITH CENTRAL VENOUS INFUSION – CHECKING INFUSION RATE AND CHANGING SITE DRESSING

1. Check the medical order
   a. Type solution
   b. Amount of solution
   c. Infusion rate

2. Calculate correct IV flow rate

3. Wash hands

4. Identify patient

5. Explain procedure

6. Examine the site for signs and symptoms of inflammation/infiltration

7. Put on gloves

8. Apply sterile dressing

9. Review movement restrictions with patient

10. Check rate according to medical orders (do not change rate)

11. Dispose of used equipment and supplies

12. Wash hands

13. Record procedure and report to R.N.

14. Recommended data to record:
   a. Date and time
   b. Type of solution
   c. Amount of solution
   d. Infusion rate
   e. Appearance of site
   f. Dressing change
   g. Signature

CLINICAL PRACTICE:

The LPN must successfully demonstrate the procedure a minimum of three (3) times. Additional successful demonstrations may be required at the instructor’s discretion. Three (3) unsatisfactory performances in technique shall result in the LPN’s termination from the IV Therapy course.
MISSISSIPPI BOARD OF NURSING  
IV THERAPY COURSE FOR THE  
EXPANDED ROLE LICENSED PRACTICAL NURSE  

PERFORMANCE CHECKLIST: ASSIST RN WITH CENTRAL VENOUS INFUSION—CHECKING INFUSION RATE AND CHANGING SITE DRESSING  

STUDENT: ________________________________________________________________  
LICENSE # OR SOCIAL SECURITY #: __________________________________________  
SCHOOL OR FACILITY: _____________________________________________________  
DATE: ________________________________  

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<th>SATISFACTORY</th>
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<tr>
<td>1.</td>
<td>Checked medical order</td>
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<td>a. Type of solution</td>
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<td>b. Amount of solution</td>
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<td>c. Infusion rate</td>
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<td>2.</td>
<td>Calculated correct IV flow rate</td>
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<td>3.</td>
<td>Washed hands</td>
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<td>4.</td>
<td>Examined the site for signs and symptoms of inflammation/infiltration</td>
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<td>5.</td>
<td>Applied sterile dressing</td>
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<td>6.</td>
<td>Checked rate according to medical orders (do not change rate)</td>
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<td>7.</td>
<td>Washed hands</td>
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<td>8.</td>
<td>Recorded procedure and reported to RN</td>
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<td>9.</td>
<td>Performed satisfactorily within allotted time</td>
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PASS ___________________  FAIL ________________________________  
(MUST HAVE 100% SATISFACTORY PERFORMANCE)  

Each clinical instructor/preceptor must sign below and may write pertinent comments and observations.  

DATE | COMMENTS | SIGNATURE  
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