1. Wash your hands with soap and water and dry well.

2. Gather all the equipment required and take the prepared syringes and a sharps or hard walled container to the person.

3. Check the injection site for redness, tenderness, swelling or leaking.

4. Remove the red cap or blunt needle from the syringe and place the blunt needle directly into the sharps or hard walled container. Remove the red cap or rubber bung (using a screwing motion) located at the end of the cannula.

5. Take the coloured caps off the end of the syringe. Next pick up the cannula, and push the syringe into the blue area (see picture), using a twisting or screwing motion until the syringe is securely attached to the cannula.

6. Slowly push the plunger of the syringe until the barrel is empty, then remove the syringe. Insert the second syringe and repeat the process as necessary. Flush the cannula with 0.5ml sterile normal saline.

7. Record the date and time the medication was given. Observe the effect of the medication and record the results.

8. Contact your nursing service/doctor if you have any concerns.

Contact Details:__________________________________________