



# Giving a subcutaneous injection with a single port Saf-T-Intima line

**A step-by-step guide for carers**

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care & health

# Before you begin

Before administering any prescribed medicine check the Community Palliative Care Drug Chart for the time that the last dose of an injection was given, making sure it is ok to give another. Also check when the last oral dose of medication was taken for the same symptom and that it is ok to go ahead with the injection.

Check the dosage and frequency of medication against the Community Palliative Care Drug Chart and then the Carer's Authorisation Chart, making sure it is ok to give another dose.

A line called a Saf-T-Intima is a simple device that sits under the skin, usually on the arm, so that when an injection is given it is only injected into the device and not directly into the skin.



This is a single port Saf-T-intima line, with Bionector 'bung'

**1. Wash your hands** with warm water and soap and dry well with a clean towel or kitchen roll. Put on gloves and apron.



**2. Check the site of the injection device** for inflammation, redness, hardness or soreness. If you are concerned please phone Sirona Single Point of Access on: 0300 125 6789



**3. Assemble all the equipment you need.** Check the packaging of all the equipment is intact and their expiry dates.

Equipment needed:

- Blunt fill needle 18G
- Syringe – Luer-lock
- Carers Authorisation Chart
- Tray or clean area to draw up
- Drug to be given and sterile water for injection (for flushing)
- Alcohol swab
- Sharps bin

#### 4. Drawing up medication:

- Check the label for medication name and strength making sure it matches the drug listed on the Community Palliative Care Drug Chart. Also check the expiry date.
- Attach the blunt fill needle 18G to the syringe
- Break open the container and open by snapping the top off.
- If the medicine is in a glass container, break this open by snapping the top off.
- The container should be held in an upright position. Check all the fluid has been removed from the neck. If not, gently flick the top until the fluid runs back down into it. If there is a dot on the container, ensure the dot is facing away from you. Hold the container in one hand, using the other hand to snap the neck away from you. **If you have a plastic container** - simply twist the top until it is removed.
- Do not discard any of the materials until all of the paperwork has been completed.
- Draw up the drug into the syringe
- If you have an air bubble in the syringe, push the plunger in very slightly to remove the bubble.
- Use a separate syringe and blunt needle to draw up any other medications you may be giving and 0.5mls sterile water flush.

**Do not give more than 2mls total volume of medication (excluding the line flush) at any one time.**

**5. Swab the end of the Bionector 'bung'** with an alcohol wipe and wait until dry- approximately 30 seconds.



**6. Remove the blunt needle from the syringe** and place directly into the sharps container.



**7. Then attach the luer-lock syringe containing the medication** using a twisting or screwing motion until the syringe is securely attached into the Bionector 'bung'. Slowly push the plunger of the syringe until the barrel is empty, and then remove the syringe by untwisting.

**8. After giving the medication, flush the line** with 0.5ml of water for the injection.



**9. Discard all the syringes** and any remaining needles in the sharps container.



**10. Write on the Community Palliative Care Drug Chart** the time, date, drug, dose, route and sign to record you have given it.

The image shows a form titled 'Community Palliative Care Drug Chart' with the NHS logo in the top right corner. Below the title, there are three bullet points providing instructions: 'This is a standard chart for use in the community for patients with palliative care needs', 'It is for use in the community only', and 'It is for use in the community only'. Below these points are three distinct table-like sections. The first section, titled 'Patient Information', has fields for 'Patient Name', 'Date of Birth', and 'Ref Number'. The second section, titled 'Prescription Information', has fields for 'Drug Name', 'Dose', and 'Route'. The third section, titled 'Administration Record', is a large table with multiple columns and rows for recording drug administration. At the bottom of the form, there is a header row with columns for 'Date', 'Time', 'Drug', 'Dose', 'Route', 'Signature', and 'Initials', followed by several empty rows for data entry. A footer at the bottom right indicates 'Page 1 of 1'.

**11. Remove and dispose of gloves and apron.**

**12. Wash and dry your hands thoroughly.**



## **When to seek support**

If you have given three injections in a 24 hour period, contact Sirona SPA (community nurses) on 0300 125 6789 (1st line) or the relevant hospice: St Peter's Hospice advice line 0117 9159430 or Weston Hospice advice line: 01934 423900

Please remember you can also ring for advice if you feel the injections are not working or need any advice.

## **Needle stick injury**

If you pierce or puncture your skin with a used needle, follow this first aid advice immediately:

- Encourage the wound to bleed, ideally by holding it under running water.
- Wash the wound using running water and plenty of soap.
- Don't scrub the wound while you're washing it.
- Don't suck the wound.
- Dry the wound and cover it with a waterproof plaster or dressing.
- Contact Avon Occupational Health on 0117 342 3400 for further advice within an hour.

Adapted from: The Lincolnshire Policy for Informal Carer's Administration of As Required Subcutaneous Injections in Community Palliative Care. Lincolnshire Community Health Services. Version 10. 2018. St Joseph's Hospice Carer Administration of sub-cutaneous injections procedure. Version 2. 2019.



## Let us know what you think and get involved

**T:** 0300 124 5300\*

**E:** [sirona.hello@nhs.net](mailto:sirona.hello@nhs.net)

**W:** [www.sirona-cic.org.uk](http://www.sirona-cic.org.uk)

\*Calls from landlines are charged up to 10p per minute; calls from mobiles vary, please check with your network provider. This is not a premium-rate number.

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**Date of creation** 06/2022

**Date for review** 06/2024

**URN** 0392



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