

# Guidelines for parents for administration of IV Cytarabine chemotherapy

## Equipment

- Clean washable tray (kept specifically for central line use)
- Non sterile gloves
- 10ml syringes
- Blue needles to draw up drugs and/or flushes
- Sterile syringe caps
- Sani-cloth disinfectant wipes
- 10ml ampoule normal saline
- 5ml ampoule Hepsal
- Kitchen roll/paper towel
- Yellow clinical waste bag
- Scissors
- Sharps bin
- Pen
- If applicable drugs as supplied

## General advice for administration of Cytarabine chemotherapy

1. If your child is unwell or has a temperature, you should check with the hospital before giving the Cytarabine chemotherapy.
2. Keep syringes in sealed bags provided by pharmacy until required; place them in an airtight plastic box in the fridge – out of reach of children.

## Procedure

1. Wash your hands thoroughly before preparation, using liquid soap and dry them on a clean piece of kitchen roll or paper towel.
2. Collect all equipment needed and lay it all out next to your freshly washed tray.
3. Put on a pair of gloves.
4. Check the syringe of Cytarabine, your child's name, name of drug, the dose, the expiry date and time is correct. Also check when the drug is due – date and time.
5. Wash and dry your hands again.
6. Put on non sterile gloves.
7. Attach blue needles to two 10ml syringes and draw up 10ml of normal saline into each. Remove the needles and place them in your sharps bin. Make sure there are no air bubbles in the syringes. Put a sterile syringe cap onto each syringe. Place it on the tray.
8. Attach a blue needle to a 10ml syringe and draw up 5ml of Hepsal. Remove the needle and place it in your sharps bin. Make sure there are no air bubbles in the syringe. Put a sterile syringe cap onto the syringe. Place it on the tray.

9. Cut the top off of the plastic bag containing the syringe of Cytarabine and place the syringe gently onto the tray.
  10. Remove your gloves and wash your hands.
  11. Take the tray with the syringes, sani-cloth wipes and Cytarabine to your child.
  12. Lift up your child's clothing for free access to the line.
  13. Put a piece of kitchen roll under the line to absorb any spillage that may occur.
  14. Put on new gloves.
  15. Fully open the sani-cloth and using several different parts, clean the bung thoroughly for 30 seconds and allow to air dry for 30 seconds. Once the bung has been cleaned it is important that it does not touch anything – hands, clothes, skin etc. If it does, it **must** be cleaned again with a sani-cloth wipe and allowed to dry.
  16. Insert saline syringe firmly into the bung, turning gently to screw it into place. Open the switch/clamp. Slowly inject the saline into the line to ensure the line is working, flushes easily and is flowing well. Unscrew and remove the syringe.
  - 17. If you cannot easily flush the line, ask your child to cough, change position or raise their arms. If this does not help, do not try to force saline/Hepsal into the line. Contact the hospital for further advice.**
  18. Insert Cytarabine syringe firmly into the bung, turning gently to screw it into place. Inject Cytarabine over the prescribed period of time for the drug. Unscrew the syringe and dispose of it into your yellow sharps bin.
  19. Repeat flush with the second saline syringe (see point 16 above).
  20. Inject the Hepsal using a stop/start flushing technique by gently pushing the plunger, allowing a brief pause approximately every 0.5ml and clamp the line when 1ml of Hepsal is left in the syringe. Unscrew the syringe and re-clean the bung with sani-cloth wipe.
  21. While still wearing gloves, put all needles and syringes into a yellow sharps bin. This should be returned to the hospital when finished with for incineration.
- Do not put in household rubbish, as this is not incinerated.**
22. Remove and dispose of gloves in a clinical waste bag, wash your hands and dry the tray.

**Points to note**

1. **Needle stick injury** – If you prick your finger with a needle stop the procedure at once. Take off your gloves, place your finger under running water encouraging it to bleed by 'milking' it from the top of the finger towards the injury, then wash your hands thoroughly under running water. Continue to 'milk' your finger for about one minute. Contact Piam Brown ward for further advice.
2. **Spillage** – If chemotherapy spills, put on gloves. Wearing gloves, mop surfaces thoroughly with disposable absorbent paper towels. Then wash surfaces using plenty of warm soapy water. Dispose of the paper towels and gloves in a yellow clinical waste bag.
3. **Skin contact – If chemotherapy comes into contact with skin**, wash thoroughly with warm soapy water for at least two minutes. Contact Piam Brown ward for further advice.
4. **Considerations** – Prepare and administer the Cytarabine in a quiet environment, away from distractions and interruptions. Be aware of where you are giving chemotherapy and take care if the area is carpeted.

For further information and help telephone Piam Brown day ward on 023 8120 4249 or Piam Brown ward on 023 8120 4816/4817.