

Hub maintenance for vascular access device

✓ Skills checklist

Preparation		Complete	Initials
1	Gather appropriate supplies: <ul style="list-style-type: none">– Prefilled saline syringes: one for each lumen– Injection cap/needle-free connector: one for each lumen– Antiseptic wipes containing alcohol, CHG or povidone-iodine– Clean gloves	<input type="checkbox"/>	_____
2	Perform hand hygiene when entering room and don clean gloves.	<input type="checkbox"/>	_____
3	Explain procedure to the patient.	<input type="checkbox"/>	_____
Procedure		Complete	Initials
4	Open package and attach saline syringe to injection cap/needle-free connector while maintaining the sterility of the syringe tip.	<input type="checkbox"/>	_____
5	Prime needle-free connector/injection cap (<i>if applicable to the cap</i>).	<input type="checkbox"/>	_____
6	Before accessing hubs, connectors or injection ports, scrub with alcohol, povidone-iodine or CHG [†] using friction and a twisting motion for no less than 5 seconds.*	<input type="checkbox"/>	_____
7	Scrub needle-free connector and catheter hub with an appropriate antiseptic agent.	<input type="checkbox"/>	_____
8	Allow them to completely air dry.*	<input type="checkbox"/>	_____
9	Clamp catheter, if necessary, as cap is removed.	<input type="checkbox"/>	_____
10	Remove needle-free connector from hub of the catheter.	<input type="checkbox"/>	_____
11	After removing needle-free connector, scrub hub with CHG, alcohol or povidone-iodine. [†]	<input type="checkbox"/>	_____
12	Allow hub to dry.*	<input type="checkbox"/>	_____

For hospital clinician use only



Procedure *(continued)*

Complete

Initials

13	Remove protective cap from distal end of needle-free connector and attach it to catheter hub.	<input type="checkbox"/>	_____
14	If not already attached, attach syringe to the needle-free connector, maintaining sterility of syringe tip.	<input type="checkbox"/>	_____
15	Unclamp extension leg of intended lumen, if necessary, and verify blood return.	<input type="checkbox"/>	_____
16	Flush the intended lumen with 10 mL saline and confirm that the selected lumen flushes with no resistance. Disconnect the syringe and discard it.*	<input type="checkbox"/>	_____
17	Select flush amount and syringe size as appropriate.*	<input type="checkbox"/>	_____
18	Flush vigorously using the pulsatile technique.	<input type="checkbox"/>	_____
19	Never reuse single-use flushing syringes, even on the same lumen.	<input type="checkbox"/>	_____
20	Never reuse antiseptic cleansing devices or wipes.	<input type="checkbox"/>	_____
21	Repeat steps above for all lumens.	<input type="checkbox"/>	_____

After the procedure

Complete

Initials

22	Discard used supplies.	<input type="checkbox"/>	_____
23	Remove gloves.	<input type="checkbox"/>	_____
24	Perform hand hygiene.	<input type="checkbox"/>	_____
25	Document procedure in the patient's record per institutional policy.	<input type="checkbox"/>	_____

Name and title

Date

Unit

Trainer name

*Please consult manufacturer's instructions for use (IFU) and facility protocols.

*Do not use in patients with known allergies to chlorhexidine gluconate or isopropyl alcohol.

Note: This document is for informational purposes only and is not intended to be a substitute for clinical judgment and expertise.

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