

Supervised Administration Record

Cytotoxic Chemotherapy Administration – Intramuscular/subcutaneous Injection

The practitioner can Administer Cytotoxic Medication safely via the Intramuscular and subcutaneous routes and discuss complications and ongoing care

For each supervised practice the appraiser must

Minimum
level

Supervised Assessments

1. Legal and Ethical Issues.

		Date					
Demonstrates an understanding of their accountability and responsibility in relation to Cytotoxic Chemotherapy administration according to their governing body.	C						
Hand hygiene as per infection control guidelines was maintained through out procedure	C						

2. Pre-administration assessment

Reviews the treatment order and confirms route suitable for agent	C						
Ensures availability of prescribed and dispensed chemotherapy agents	C						
Performs appropriate procedure for correctly identifying patient	C						
Assesses patient perceptions/history including toxicity assessment	C						
Able to identify contraindications and/or pre-treatment monitoring requirements for prescribed treatment.	C						
Uses appropriate patient strategy for reduction of anxiety, increase of understanding and encouragement of compliance	C						
Communicates with patient proposed plan of care & obtains informed consent	C						
Demonstrates appropriate selection and preparation of treatment environment and equipment including access to and functionality of emergency equipment. <ul style="list-style-type: none"> • Clear access to patient of emergency equipment and staff • Vital signs monitoring equipment available • Stable decontaminated treatment platform (i.e. trolley etc.) • Protective equipment available. (nitrile powder free latex free gloves, eye protection, plastic apron) • Spill kit accessible • Eyewash kit or facility available • Cytotoxic waste disposal containers accessible at point of contact 	C						

		Date					
3. Administration preparation							
Assembles necessary equipment <ul style="list-style-type: none"> High sided plastic tray (decontaminate as per infection control guidelines) Sterile needle/s appropriate for the injection Appropriate sterile pack containing 7.5cm x 7.5cm sterile gauze squares. Chloraprep wipe as per infection control guidelines Prescribed and dispensed Cytotoxic drugs for IM or s/c injection. (Ensure that the syringe or syringes to be injected is/are at room temperature by removing from the refrigerator at a reasonable length of time before administration). 	C						
4. Patient/Treatment Confirmation							
Adheres to local Trust Medicine Policy	C						
5. Administration Technique							
Ensures appropriate protective clothing worn as per agreed Cytotoxic policy guidelines	C						
Confirms needle syringe connection patency by visual inspection and light pressure	C						
Administers injection as per local guidelines via appropriate site. <i>For Intramuscular injections utilise the 'Z track injection' technique. Apply light firm pressure around the injection site and move the dermal and subcutaneous layers across the muscular layer by approximately 10mm. hold position whilst injecting. When injection complete release position and withdraw needle.</i>	C						
Dispose of used equipment as per local guidelines	C						
6. Termination of procedure							
Documents episode of care in an appropriate manner conforming with NMC guidelines for records and record keeping.	C						
Ensures appropriate level and avenues of communication utilised to communicate necessary information to other MDT and/or other health care professionals.	C						
Ensures patient aware that therapeutic interaction has been completed and adequate follow-up arrangements are activated.	C						

Supervised Administration No. 1		Date
Supervisor comments		
Administrator Comments		
Supervised Administration No. 2		Date
Supervisor comments		
Administrator Comments		
Supervised Administration No. 3		Date
Supervisor comments		
Administrator Comments		