SAFETY DURING ADMINISTRATION OF CYTOXIC DRUGS PROCEDURE

POLICY:

Only RN’s educated in chemotherapy administration will give cytotoxic drugs.

PURPOSE:

To give employees the guidelines for safe administration of cytotoxic drugs.

SUPPORTIVE DATA:

Nurses administering cytotoxic drugs can prevent injury to themselves by following these guidelines.

EQUIPMENT LIST:

1. Disposable lint free, low permeability gowns with a closed front, long sleeves and elastic or knitted cuffs.
2. Disposable, latex, surgical gloves.
3. Puncture resistant containers.
4. Zip lock chemotherapy bags.
5. Yellow Chemotherapy bags
6. A covered waste container
7. Intravenous start equipment
9. Plastic backed absorbent pads
10. Intravenous pump

CONTENT:

<table>
<thead>
<tr>
<th>Procedure Steps</th>
<th>Key Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Assemble the above equipment in the patients room, or oncology treatment room.</td>
<td>1. Protective equipment should not be worn or taken outside this area until properly disposed of.</td>
</tr>
<tr>
<td>2. Place 1/2 of the plastic backed absorbent pad on the table the drugs will rest on before administration, and 1/2 under the arm of the patient.</td>
<td>2. This will protect linen, the table or patient's clothing.</td>
</tr>
<tr>
<td>3. Assemble IV start and administration equipment.</td>
<td></td>
</tr>
<tr>
<td>4. Assemble the primary IV solution with an infusion pump.</td>
<td></td>
</tr>
<tr>
<td>5. Wash hands.</td>
<td></td>
</tr>
<tr>
<td>6. Put on a disposable gown made of low permeability, lint-free fabric. The gown should close in front, and have long sleeves with elastic or knitted cuffs.</td>
<td>6. Dispose of gown (step # 14 ) if contamination with the drug is suspected.</td>
</tr>
<tr>
<td>7. Put on disposable, chemotherapy gloves, a minimum of 7 mils thickness</td>
<td>7. Dispose of gloves after each patient treatment. (Step # 14 )</td>
</tr>
<tr>
<td>8. Surgical masks can be worn but offer minimal protection against aerosolized cytotoxic drugs.</td>
<td></td>
</tr>
<tr>
<td>9. Follow the MMSC Intravenous start procedures for skin prep and needle insertion.</td>
<td></td>
</tr>
</tbody>
</table>
10. Use the "back prime" on the infusion pump to remove air from the secondary tubing.

11. Watch all tubing for signs of leakage.

12. Needles and syringes should not be crushed or clipped but placed in a puncture resistant container.

13. IV start materials such as syringes, alcohol wipes, 2 X 2 gauze pads, betadine swabs, gloves, disposable gowns, and etc. will be discarded in the chemotherapy zip lock bag that comes from pharmacy with the drug.

14. Place the chemotherapy zip lock bag with the above waste materials into a yellow Chemotherapy waste bag.

15. In the outpatient clinic area, Environmental Services is responsible for picking up all trash each evening.

16. Wash hands.

17. In the event of skin contact, thoroughly wash the affected skin area with soap and water (do NOT use hexachlorophene or iodine based soaps). Saturate 4x4 gauze pads with 5% chloride bleach and wipe affected areas until all trace of the cytotoxic substance has been removed. Rinse thoroughly with water. Examine area for lacerations, take patient to the emergency room and complete a variance/incident report.

18. In the event of eye contact, flush affected eye(s) at least 15 minutes with copious amount of water (use entire 500 ml container of normal saline). Take patient to the emergency room, and seek immediate ophthalmologist consult. Complete a variance/incident report.

For needle sticks involving vesicant cytotoxic substances: if drug has been injected into the tissue, do NOT remove the needle, but pull back on the plunger to aspirate any injected drug; if the needle has already been removed, insert a tuberculin syringe into the site and aspirate the solution if possible; proceed immediately to the emergency room for treatment. Complete a variance/incident report.

For lacerations involving glass or other sharps with cytotoxic substances: rinse the area with copious amount of warm water, wash involved area with soap and water (do NOT use hexachlorophene or iodine based soaps), take patient to the emergency room, and complete a variance/incident report.

Replenish all used items and kits as soon as emergency is over.

19. A pregnant employee should not administer cytotoxic agents.

20. Personnel dealing with the blood, vomitus or excretion from a patient who has received cytotoxic agents in the last 48 hours should wear latex, powder free disposable gloves of 7 mils thickness or can double glove, and a disposable gown.

21. Linen contaminated with body fluids should be placed in a marked laundry bag, and this bag placed in an impervious bag labeled “chemotherapy.”

10. Syringes, IV bags and pumps should be wiped free of any small drug contamination with alcohol.

11. Infusion sets and pumps should have luer-lock fittings.

14. In the clinic area, the chemotherapy bags will be in a covered waste basket. The inpatient departments should call Environmental Services to pick up this waste.

17 & 18.

a. Contact the pharmacy for information on individual drug exposure information.

b. Contact your department director or the supervisor.

c. Make out a variance report and send to the QI facilitator.

d. Contact the Occupational Health Nurse.

e. The Hazardous Materials Facilitator will receive a copy of the Variance Report from the QI Director.

19. Pregnant employees may care for patient's receiving cytotoxic drugs by following instruction in #2D.

20. Staff should not wear protective garments outside the room. Gloves are to be discarded after each use, and gowns when soiled.

21. Notify the laundry department to pick up the laundry. If the department is closed, place in the dirty utility room, but separate from other laundry.
22. It is recommended that the laundry prewash contaminated linens before adding to the regular laundry.

23. Nursing departments caring for patients currently receiving cytotoxic agents or having received in the last 48 hours will have an alert system developed for the chart and door of the room indicating Chemotherapeutic drugs. This will alert other staff that some precautions may be advisable.

24. All MMSC departments involved in preparation, administration or transport of cytotoxic agents will have policies and procedures established to protect employees.

25. Please refer to the procedure on Cytotoxic Drug Spill for spills of more than 5 cc.

**DOCUMENTATION:**

1. Questionable safety events are recorded on the Variance Report.

**REFERENCE:**