

Your Ambulatory Infusion Pump (AIP)



UHN

This pamphlet has information about:

- What an AIP pump is used for
- How to use and care for your AIP pump
- Important tips for safety
- Important numbers to call if you need help



It is important that you read through this whole pamphlet, and talk to your health care team if you have any questions.

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This pamphlet contains information about:

What is an Ambulatory Infusion Pump and what is it for?.....	page 1
What preparation is needed before I get the pump?.....	page 2
How do I use the pump?.....	page 2
How do I turn the pump on and off?.....	page 5
How do I start and stop the pump?.....	page 5
How do I change the batteries?.....	page 5
What should I do if the alarm comes on?.....	page 7
How do I take care of the pump?	page 9
What should I be careful about if I am getting chemotherapy using the pump?	page 9
What should I watch out for and call the hospital about?	page 11
What should I do with the pump when I'm done treatment?....	page 12
Who do I call for help?	page 13

What is an Ambulatory Infusion Pump (AIP) and what is it for?

An Ambulatory Infusion Pump (AIP) is a small battery powered pump that slowly puts medication, like chemotherapy or antibiotics, into your body. The pump gives you the medication for the amount of time prescribed by your doctor.

You and your health care team have decided that you will get your medication using an AIP. This lets you get your medication without having to stay at the hospital overnight and lets you carry on with most of your daily activities.

What preparation is needed before I get the pump?

You will need an intravenous catheter (IV). The type of IV that you get depends on the type of medication you need and how long you need to get the medication. Here is a list of types of IV's that can

be used with the pump:

- PICC line
- Tunneled catheter e.g. Hickman™
- Implanted port

Try to wear loose clothing with large sleeves, short sleeves, or no sleeves. A shirt or blouse with buttons at the front will make it easier for the nurse to get to your IV to change the bandage and attach your medication to the pump.

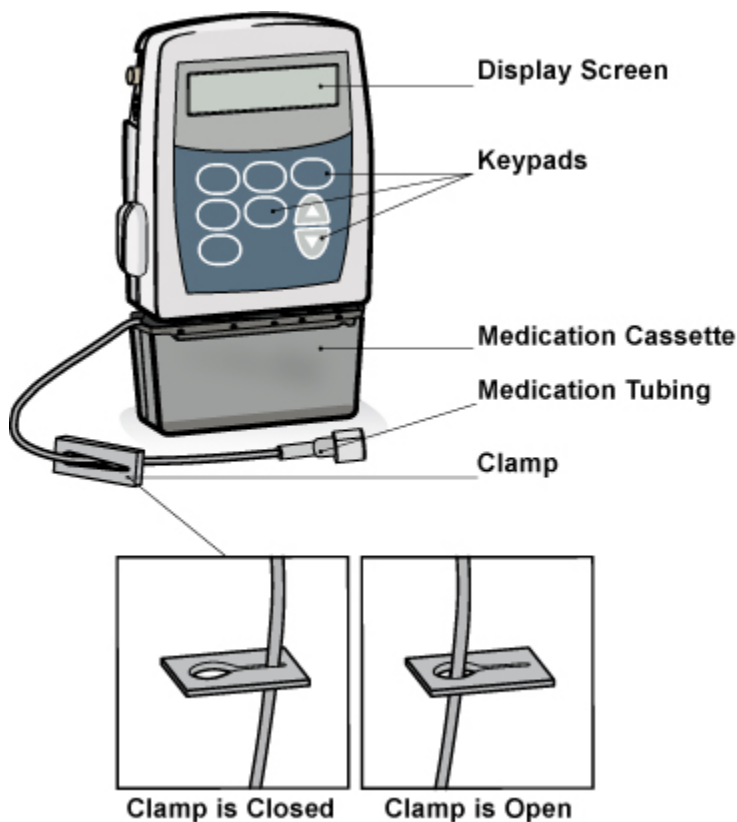
How do I use the pump?

Your nurse will attach the medication to the pump and set the timer for the pump to give you your medication at specific times. The pump will then be connected to your IV. Your nurse will tell you how long you will need to wear the pump. During this time you can go about your normal activities, but with care.

The hospital will provide you with a carrying case for your pump. You can use a carrying case of your own, like a waist fanny pack or shoulder purse.

Your nurse will go over instructions on how to take care of the pump and what to do in case of an emergency. These instructions are very important and are included in this pamphlet for you to review.

The pump has several safety features that will keep you from accidentally changing the settings. Your nurse will tell you which information is important for you to know.



What are the keypads on the pump?



To save power when the pump is not being used, or to return the pump to full power.



To start and stop the medication, and to silence the pump's alarms.



To change from one display screen to the next.



Used by your nurse to program the pump.



To increase or decrease a setting, or to scroll up and down through items on a menu.



To be used only by a nurse.



To be used only by a nurse.

How do I turn the pump on and off?

Turning the pump on and off yourself can be very dangerous as it can affect when the medication is given to you. The nurse will set the pump timer for you before you leave the hospital or before leaving your home. Please check with your nurse if you have any questions or concerns.

How do I stop and start the pump?

Your pump will be started by the nurse at the hospital or in your home. Stopping and starting the pump on your own may lead to your medication being given too early, too late or not at all. This can be very dangerous. Please check with your nurse if you have any questions.

How do I change the batteries?

If “LowBat” or “Battery Depleted” appears on the pump’s display screen you will need to change the batteries.

Use 2 “AA” batteries (like Duracell™ or Energizer™). You will be given two spare batteries with the pump when you leave the hospital. DO NOT use rechargeable or heavy-duty batteries because the pump will not work properly with these batteries.

Follow steps 1-5 to change the battery:



1) The battery compartment is on the back of the pump. Press the lid down and slide the battery cover off.



2) Remove the old batteries and replace with new batteries. Make sure to match the negative (-) and positive (+) charge as shown in the picture located inside the battery compartment.



3) Place the battery cover at the middle of the battery compartment and then slide it on to close until you hear a click.

- 4) The pump should turn on right away. You will hear several beeps as the pump turns on. Once completed, the display screen will show “STOPPED”.
- 5) You must restart the pump after changing the batteries to make sure you are getting the medication. Press and hold the “STOP/START” button until 3 sets of dashes (--- --- --) go away from the display screen. If the pump is restarted correctly, the word “STOPPED” goes away from the screen and the word “RUN” appears on the screen. It is important to start the pump as soon as possible so your medication will be given to you at the right time.

WARNING: For Your Safety

Do not use the pump if the battery door compartment is broken or loose because the batteries will not be held properly in place. This may cause: the pump to lose power, give you the wrong medication, or give you the medication at the wrong time.

What should I do if the alarm comes on?

If you hear an alarm from the pump, check the message on the display screen and follow the directions in the Alarm Message Table on the next page:

Alarm Message Table

Message on the Screen Display	What should I do?
Error	There is a problem with the pump. Do not use the pump. Press the stop/start key to silence the alarm, and turn off the pump. You will need to come to the hospital to exchange the pump. Please call the hospital (please see page 13) to ask whether or not the pump needs to be replaced right way.

LowBat or Battery Depleted	The batteries are low. Change the batteries as soon as possible (see section on how to change the batteries on pages 6-7).
High Pressure	This means that the medication is not getting through the tubing. There may be a “kink” or twist in the tubing or a clamp might be closed. Check the tubing and make sure that all clamps are open.
Service due	Press the stop/start key to silence the alarm. The pump will still function but, you will need to come to the hospital to exchange the pump. Call the hospital (see page 13) to discuss whether or not the pump needs to be replaced immediately.
Air in line detected	Press the stop/start key to silence the alarm. Contact the hospital (see page 13) and ask for help with your pump.

How do I take care of the pump?

Here are a few safety tips you can follow while you have the pump:

- Keep the pump away from damp and humid areas, such as a bath or sauna.
- Do not place the pump in water and keep it away from any fluid that may spill on it.
- If you drop the pump in water, take it out right away and wipe it dry with a towel. Please call the hospital (see page 13). You might need to come to the hospital to replace the pump.
- When bathing or showering keep the pump and your IV dressing dry by covering them with a plastic bag. Place the pump on a chair beside the tub or hang it on a hook outside the shower. Using a handheld showerhead can help keep the pump and IV dressing dry.

- When sleeping, you may place the pump under your pillow.
Do not place it on the floor.
- Always check to see that the pump and tubing are near each other. This will stop the tubing from being pulled and coming apart from the IV or pump.

What should I be careful about if I am getting chemotherapy using the pump?

Chemotherapy drugs are dangerous to cancer cells and healthy cells. Your body can take in chemotherapy drugs by direct skin contact, breathing them in (inhalation), or by swallowing them (ingestion). Here are some safety steps you can take to lessen the chances of your family and pets coming in contact with chemotherapy drugs:

- DO NOT remove or disconnect the pump tubing or medication bag containing chemotherapy. Keep the tubing and bag attached to the pump and return everything to the hospital.
- You and your family members should know how to use the items found in the chemotherapy spill kit given to you at the start of your treatment. Keep this kit somewhere where you will be able to get it quickly.
- Disposable gloves should be worn if someone other than yourself is cleaning up your bodily waste (vomit, stool, or urine) and when handling soiled linens, a bedpan or urinal, or anything else that may have come in contact with chemotherapy.
- Once your treatment is completely done, DO NOT re-use the carrying case that was used to carry the chemotherapy bag and pump during your treatments until it has been washed. The carrying case must be washed by itself
- If you notice that the chemotherapy bag or IV tubing connector is leaking, or if the IV tubing is not connected to the catheter, you or your caregiver should do the following right away:
 1. Put on the gloves or use plastic bags to cover your hands if there are no gloves available.
 2. Close the clamp on the IV.
 3. Stop the pump by pressing the “STOP/START” button and continue to hold until 3 sets of dashes (--- --- ---) appear on the display screen. If the pump is stopped correctly, the word “STOPPED” will appear on the screen.
 4. Get the chemotherapy spill kit that was given to you at the start of your chemotherapy. Follow the instructions provided.
 5. Call the hospital (see page 13). Tell the person who answers the phone that you have a "chemotherapy spill". You may need to come to the hospital to replace the chemotherapy bag or tubing.

What should I watch out for and call the hospital about?

Take a look at your pump, IV and the medication bag at least once or twice a day and watch for any of the points below. Call the hospital right away (see page 13 for important phone numbers) if you notice any of the following:

- Redness, swelling, discharge, or fluid leakage from or around the IV.
- Long lasting pain or discomfort, numbness/tingling around the IV site, shoulder, chest, or jaw.
- The pump does not appear to be working or continues to alarm.
- The amount of fluid in the medication bag or the plastic cassette does not seem to be getting lower as the day goes on.
- The IV medication finishes earlier than it was scheduled to.
- If you notice any of the following:
 - a pocket of air in the tubing, cassette bag or IV bag
 - blood pooled along the IV site or tubing connection site
 - the IV catheter or needle is coming out from the IV insertion site

Then, follow steps 1-4 below:

1. DO NOT push the IV back into place as this can lead to an infection.
2. Clamp the IV and tubing.
3. Stop the pump by pressing the “STOP/START” button and continue to hold until 3 sets of dashes (--- --- ---) appear on the display screen. If the pump is stopped correctly, the word “STOPPED” will appear on the screen
4. Call the hospital (see page 13) for further instructions

What should I do with the pump when I am done treatment?

Your nurse will tell you whether you will need to come into the hospital to have your pump removed or if a community nurse will visit you in your home to remove the pump.

You must bring the pump back to the clinic on your next visit.

It is very important that the pumps are returned. If you are not able to return the pump, please call 416-946-2000 and ask the hospital operator for the Chemotherapy Unit or the

Transfusion Unit. Ask to speak to the “Charge Nurse” to talk about ways of returning the pump.

Please return the pump to:

The Chemotherapy Unit (2nd Floor) or
Hematology South Clinic (2nd Floor)
Princess Margaret Hospital
610 University Ave, Toronto, Ontario M5G 2M9

Who do I call for help?

This section has important phone numbers to call if you have questions or need help. If at anytime you are not able to get help from someone at the hospital go to your nearest Emergency Department to get help with the pump.

Please have the following information ready when calling the hospital:

1. Your hospital card number (MRN), on your blue hospital card:

2. Name of medication on the medication label:

3. Start date of medication: _____

4. Expected stop date: _____

5. Your doctor’s name: _____

6. Your nurse case manager’s name and phone number:

Important phone numbers

**Call the Princess Margaret Hospital at
416-946-2000**

**Weekdays (Monday-Friday) between
9:00 am to 4:00 pm**

- Chemotherapy Unit and Transfusion Unit Patients:
Ask the operator to connect you to the unit then ask for the "Charge Nurse".
- Ambulatory Clinic Patient (e.g. Hematology South):
Ask the operator to connect you to your "Nurse Case Manager". Ask for him/her by name.
- If your pump was connected when you were an inpatient:
Ask the operator to page the "IV Resource Nurse".

**Weekdays from 4:00 pm - 7:30 am, any time on weekends,
and during holidays:**

Ask the operator to "page" the Nursing Supervisor.

**Weekdays (Monday - Friday) between 7:30 am to 9:00 am
Go to your nearest Hospital Emergency Department.**