写标签，打开药瓶和抽取药物：分步指南

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Symptom management for palliative patients

1. 准备好以下物品：

– 一支笔

– 用于药物的彩色编码可粘贴标签和冲管注射筒

– 药物药瓶

– 装有0.9%氯化钠的药瓶用于冲洗

– 螺旋针头注射筒
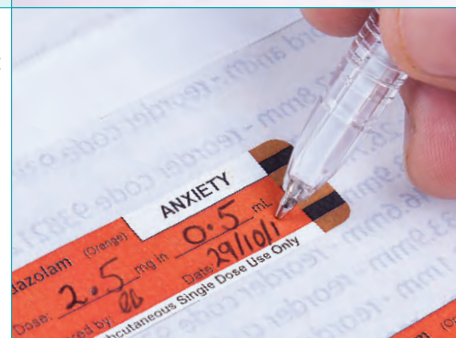
– 钝的抽液针

– 旋转套上注射筒上的盖子

– 一个干净的容器，用于放置设备

– 一个锐器容器

2. 将以下详细资讯写入每个要加药的药物注射筒的可粘贴标签上:

– 注射筒中含有的药物剂量

– 准备注射筒者姓名首字母缩写

– 准备日期

✱ 含有0.9%氯化钠的注射筒（冲管注射筒）也需要贴上标签。

3. 用肥皂和水洗手，然后擦干

4. 通过以下方式将钝抽液针连接到注射筒：

– 从包装中取出注射筒和针头（带有保护盖），不要接触注射筒或针头的开口端

– 将针头连同保护盖拧到注射筒上

5a. 打开玻璃药瓶：

– 将药瓶直立，用手指轻弹药瓶顶部，让药瓶内的任何药物从顶部流至底部
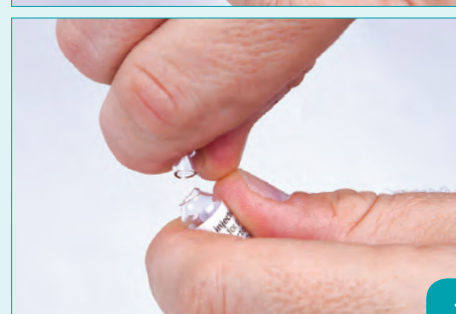
– 将另一只拇指放在药瓶颈部上方，将药瓶的顶部向外折断

✱ 如果药瓶顶部有一个点，请确保点背向您。

✱ 如果药瓶破碎，将其丢弃到锐器容器中并重开一个。

✱ 有些人喜欢使用防滑材料来固定药瓶的顶部。

✱ 有些姑息医护团队使用药瓶开瓶器 - 如果是这样，您的护士会教你如何使用。

5b. **打开塑料药瓶：**
- 扭转药瓶的顶部，直到它被移除

6. **通过以下方式将药物抽取入注射筒中：**
- 取下钝抽液针上的保护盖
- 将针插入药瓶中，然后慢慢拉回注射筒柱塞

7. **通过以下方式清除注射筒中的气泡：**
- 将注射筒指向上方并用手指轻弹，将气泡移到注射筒顶部

- 将注射筒柱塞缓慢向上推，直到大部分气泡被排除，直到您在注射筒中留下正确的药量（您可能会看到一小滴药物出来－这没关系）

8. **将钝抽液针从注射筒上拧下，然后将其放入锐器容器中**

9. **将盖子旋转套到充满药物的注射筒的末端**

10. **将填好的标签贴在注射筒的空白面上，尽量避免贴到注射筒上的所有容量标记黑线条**

11. **将开口药瓶放入锐器容器中**

12. **用肥皂和水洗手，清理工作台面**

如果您不确定或担心，请联系您的护士或医生/执业–护士(nurse practitioner)以获得进一步的建议。

Writing a label, opening an ampoule and drawing up medicine: *A step-by-step guide*

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1. Collect the following items:

- A pen
- The colour-coded sticky label(s) for the medicine(s) and flush syringe(s)
- The ampoule(s) of medicine(s)
- The ampoule of sodium chloride 0.9% for flushing
- The screw-tip syringe(s)
- The blunt drawing-up needle(s)
- The cap(s) to screw onto the syringe(s)
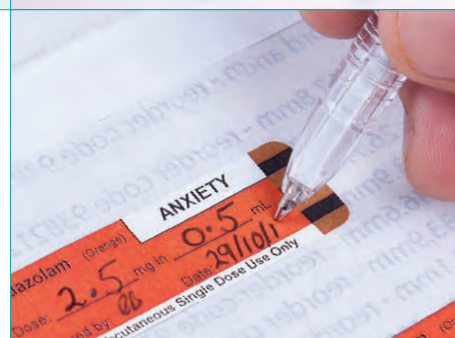- A clean container to put the equipment in
- A sharps container

2. Write the following details onto a sticky label for each medicine syringe to be prepared:

- The dose of the medicine contained in the syringe
- Initials of the person who prepared the syringe
- The date prepared

✱ *The syringe containing sodium chloride 0.9% (the flush syringe) also needs to be labelled.*

3. Wash your hands with soap and water and dry them well

4. Attach the blunt drawing-up needle to the syringe by:

- Removing the syringe and the needle (with its protective cover) from the packaging without touching the open end of the syringe or the needle
- Twisting the needle, with its protective cover, onto the syringe

5a. Open a glass ampoule by:

- Holding the ampoule upright and gently flicking the top of the ampoule, with your finger, to move any medicine from inside the top of the ampoule to the bottom
- Placing your other thumb just above the neck of the ampoule and snapping the top of the ampoule away from you

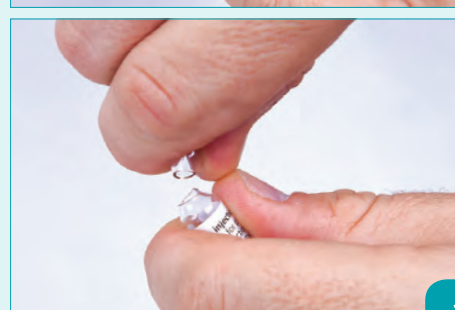✱ *If there is a dot on the top of the ampoule make sure the dot is facing away from you.*

✱ *If an ampoule shatters, discard it into the sharps container and start again.*

✱ *Some people like to use non-slip material to hold the top of the ampoule.*

✱ *Some services use ampoule openers – if so your nurse will teach you how to use one.*

5b. **Open a plastic ampoule by:**
– Twisting the top of the ampoule until it is removed

6. **Draw the medicine into the syringe by:**
– Removing the protective cover from the blunt drawing-up needle
– Inserting the needle into the ampoule then slowly pulling back on the syringe plunger

7. **Remove air bubbles from the syringe by:**
– Pointing the syringe upwards and flicking it with your finger to move any air bubbles to the top of the syringe

– Pushing the syringe plunger upwards slowly, until most of the air bubbles are removed and until you have the correct volume of medicine left in the syringe (you may see a small droplet of medicine come out – this is OK)

8. **Twist the blunt drawing-up needle off the syringe and then place it in the sharps container**

9. **Twist the cap onto the end of the filled syringe**

10. **Place the completed label on the blank side of the syringe, trying to avoid all black line volume markings on the syringe**

11. **Dispose of the open ampoule(s) into the sharps container**

12. **Wash your hands with soap and water and clean up the work surface**

If you are unsure or concerned, contact your nurse or doctor/nurse practitioner for further advice.