

Insulin Delegation



- Wash your hands before and after assisting with each resident.
- Identify your resident prior to assisting with any medications. You may do this by asking the resident to state their name and date of birth if they are able to do so.
- Prior to assisting, check the label on the insulin pen or container against the order in the resident MAR. They should match. Perform 6 rights:
 - Right DRUG
 - Right DOSE
 - Right RESIDENT
 - Right ROUTE
 - Right TIME
 - Right DOCUMENTATION
- Label on medication should be legible and medication should not be expired.
- If there is a discrepancy between the orders on the MAR and the label inform the RN immediately. **DO NOT CONTINUE WITHOUT FURTHER INSTRUCTIONS FROM THE RN.**
- Once all 6 rights have been performed and are all correct, wash hands and don gloves.
- Communicate with the resident how you will be assisting with insulin and provide privacy.
- Remove cap from insulin pen.
- If insulin is cloudy, gently roll the pen in the palm of your hands 20 times or until mixed well.
- **DO NOT USE INSULIN IF YOU SEE VISIBLE CLUMPS OR PARTICLES.** Use a new insulin pen.
- Open the alcohol wipe and wipe the rubber seal at the top of the pen.
- Attach the disposable needle to the pen. Remove the outer needle cap and save it for proper needle disposal. Remove the inner needle cap and discard. You will use a new needle for each injection.
- With the needle pointing upward tap the insulin pen to allow air bubbles to float to the top.
- Prime the pen before each injection by dialing 2 units on the pen dose selector. Point the pen upwards and firmly press the plunger until insulin droplets appear at the tip of the needle. Repeat this step if a droplet does not appear.
- Make sure the dose selector is set at 0 and then dial the correct dose as instructed on the MAR. Make sure there is enough insulin to complete the full dose. Check the insulin display to confirm that you have dialed the correct dose.
- Choose the injection site: usually the abdomen, thigh, or arm. Be sure to rotate injection sites.
- Clean the injection site with an alcohol wipe allowing the area to air dry before the injection. Do not fan or blow on area.
- Gently pinch the fold of skin at the site. Hold the pen at 90-degree angle and insert the needle all the way into the skin.

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- Let go of the skin and compress the plunger all the way. Keep it pressed for 5-10 seconds before removing.
- Gently apply pressure to the site without rubbing.
- Place the outer cap on the needle by doing the scoop method and remove and remove the needle from the insulin pen. Discard the needle in a biohazardous sharps container.
- Remove gloves and wash hands.
- Ensure resident comfort and safety.
- Store the pen in a locked location.
- Document in the MAR after assisting with the insulin injection.
- Observe for any adverse reactions and promptly report to your facility nurse.
- IF AN ERROR HAS BEEN MADE, ACKNOWLEDGE IT IMMEDIATELY. YOU HAVE AN ETHICAL AND PROFESSIONAL RESPONSIBILITY TO REPORT THE ERROR TO OUR FACILITY NURSE.
 - **NOTIFY FACILITY RN IF BLOOD SUGAR IS LESS THAN 100 BEFORE GIVING INSULIN.**
 - **NOTIFY FACILITY RN IF BLOOD SUGAR IS LESS THAN 60 AND NOT GETTING INSULIN**
 - **NOTIFY FACILITY RN IF BLOOD SUGAR IS GRATER THAN 400**

I have read the above and understand the correct way to give insulin.

Employee Signature: _____ Date: _____

RN Signature: _____ Date: _____

Administrator Signature: _____ Date: _____