**Sample Safe Injection Practices Survey**

This survey may be used to observe staff practices as a first step toward improving injection safety.

<table>
<thead>
<tr>
<th>Policy Number</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Recommendations</strong></td>
</tr>
<tr>
<td></td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Vials</td>
<td></td>
</tr>
<tr>
<td>Entry to multi-dose vials is always done with new needles or cannulas and syringes—these items are single use only.</td>
<td></td>
</tr>
<tr>
<td>Multi-dose vials are discarded immediately if inadvertently entered with a used needle, cannula, or syringe.</td>
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</tr>
<tr>
<td>When possible, multi-dose vials are not used for more than one patient, even if entered each time with new needles and syringes.</td>
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<tr>
<td>Left over parenteral medications are never pooled for later administration.</td>
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<tr>
<td>Needles are never left inserted in any vial septum for multiple withdrawals.</td>
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<tr>
<td>Single dose vials are discarded after a single entry.</td>
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<tr>
<td><strong>IV bags and administration sets</strong></td>
<td></td>
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<tr>
<td>Bags of IV solutions are not used as common sources of supply for more than one patient.</td>
<td></td>
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<tr>
<td>New syringes, needles, or cannulas are used each time an IV line or bag is accessed.</td>
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<tr>
<td>Policy Number</td>
<td>Item</td>
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<tr>
<td>---------------</td>
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<tr>
<td></td>
<td><strong>Needles/syringes</strong></td>
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<tr>
<td></td>
<td>Sterile, single use syringes are always used for any type of injection or infusion.</td>
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<tr>
<td></td>
<td>Needles, cannulas, and syringes are always used as single use items and are never re-used on other patients or to access medications or solutions more than once.</td>
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<tr>
<td></td>
<td>Medications are never administered from the same syringe or needle to more than one patient.</td>
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<tr>
<td></td>
<td>Used needles are discarded immediately after use and are not recapped, bent, cut, removed from the syringe, or otherwise manipulated.</td>
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<tr>
<td></td>
<td><strong>Aseptic technique</strong></td>
</tr>
<tr>
<td></td>
<td>Medications are prepared and drawn in clean areas that do not have other biological materials, used equipment or food present.</td>
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<tr>
<td></td>
<td>Hand hygiene is performed at appropriate times during medication preparation and administration.</td>
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<td></td>
<td>Disposable gloves are worn according to facility policy.</td>
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<td></td>
<td>Skin at the injection/insertion site is prepared with an appropriate antiseptic which is allowed to dry for the recommended period of time.</td>
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<td>Item</td>
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<td>---------------</td>
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<tr>
<td></td>
<td>Aseptic technique (con’t)</td>
</tr>
<tr>
<td></td>
<td>The injection/insertion site is not touched after skin antisepsis occurs.</td>
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<tr>
<td></td>
<td>Medication vial septums and IV ports are disinfected before each entry.</td>
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<tr>
<td></td>
<td>Sharps containers</td>
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<tr>
<td></td>
<td>Containers are located at points of use where needed.</td>
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<tr>
<td></td>
<td>Containers are leak-proof, puncture-resistant, and are red in color or labeled with a biohazard symbol.</td>
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<td></td>
<td>Containers are emptied when 2/3 full.</td>
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<td></td>
<td>Containers are either wall mounted or otherwise stabilized.</td>
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<td>Safety devices</td>
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<td></td>
<td>Sharps with engineered safety devices, blunt cannulas and needleless IV entry devices are used when suitable devices exist.</td>
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<td></td>
<td>The safety devices are activated immediately after each use.</td>
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<tr>
<td></td>
<td>Additional safety devices staff would like to have available:</td>
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</tbody>
</table>