



# DEDER GENERAL HOSPITAL

## Standard Operating Procedure (SOP) for Injection Safety

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*Prepared By: Ibrahim Tahir (BSc)-IPC focal Person*

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*Deder, Oromia*

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## 1. Purpose

The purpose of this SOP is to establish standardized procedures for the safe administration of injections. This ensures patient safety, minimizes the risk of infection and needlestick injuries, and adheres to best practices and regulatory standards.

## 2. Scope

This SOP applies to all healthcare professionals involved in the administration of injections within healthcare settings, including hospitals, clinics, and outpatient facilities.

## 3. Definitions

- ✎ **Injection:** The process of introducing a substance (e.g., medication) into the body using a needle and syringe.
- ✎ **Needlestick Injury:** An injury caused by a needle puncture, which can lead to exposure to bloodborne pathogens.
- ✎ **Aseptic Technique:** Practices designed to prevent contamination by microorganisms during medical procedures.

## 4. Responsibilities

- ✍ **Healthcare Professionals:** Responsible for adhering to injection safety protocols, employing aseptic techniques, and properly disposing of sharps.
- ✍ **Infection Control Officer:** Oversees adherence to infection control practices and ensures compliance with this SOP.
- ✍ **Management:** Ensures provision of necessary training, resources, and compliance with safety protocols.

## 5. Procedures

### 5.1. Preparation for Injection

#### 1. Hand Hygiene:

- ✍ Wash hands with soap and water or use alcohol-based hand sanitizer before preparing and administering injections.

#### 2. Aseptic Technique:

- ✍ Clean the preparation area with an appropriate disinfectant.
- ✍ Ensure all supplies (needles, syringes, vials) are sterile and within their expiration dates.

## 5.2. Medication Preparation

### 1. Verify Orders:

- ✎ Confirm the medication order, patient identity, and dosage with the physician's order and patient's medical record.

### 2. Inspect Vial/Medication:

- ✎ Check vials for cracks, particulate matter, or discoloration.
- ✎ Verify medication against the order for correctness.

### 3. Draw Medication:

- ✎ Use a new, sterile needle and syringe for each medication.
- ✎ Avoid contaminating the needle or syringe by keeping them sterile.

### 4. Label Syringes:

- ✎ Label syringes with the medication name, dosage, and time of preparation.

## 5.3. Injection Site Selection

### 1. Site Assessment:

- ✎ Choose the appropriate injection site based on the type of injection and the patient's condition.
  - ✎ **Intramuscular (IM):** Deltoid, vastus lateralis, or ventrogluteal muscles.
  - ✎ **Subcutaneous (SC):** Upper arm, abdomen, or thigh.
  - ✎ **Intravenous (IV):** Accessible vein.

## **2. Site Preparation:**

- ✎ Clean the site with an alcohol swab or antiseptic solution and allow it to air dry.

## **5.4. Administering the Injection**

### **1. Needle Insertion:**

- ✎ Insert the needle at the correct angle and depth for the type of injection.

### **2. Medication Administration:**

- ✎ Administer the medication slowly and steadily.

### **3. Needle Removal:**

- ✎ Remove the needle smoothly and apply gentle pressure to the injection site if necessary.

## **5.5. Post-Injection Procedures**

### **1. Dispose of Needles:**

- ✎ Immediately dispose of used needles and syringes in a designated sharps container.
- ✎ Do not recap needles.

### **2. Patient Care:**

- ✎ Observe the patient for any immediate adverse reactions or side effects.

### 3. Documentation:

- ✍ Record details of the medication administered, including the dose, injection site, time, and any observations in the patient's medical record.

## 6. Safety and Infection Control

### 1. Needlestick Injury Protocol:

- ✍ **Immediate Action:** Wash the affected area with soap and water. Report the incident following facility protocols.
- ✍ **Medical Evaluation:** Seek prompt medical evaluation and follow-up for potential exposure to bloodborne pathogens.

### 2. Infection Prevention:

- ✍ Regularly clean and disinfect injection equipment and surfaces.
- ✍ Adhere to hand hygiene and personal protective equipment (PPE) guidelines.

## 7. Training and Competency

### 1. Training Programs:

- ✍ Ensure all healthcare professionals complete training on injection safety and aseptic techniques before administering injections.

### 2. Competency Assessment:

- ✍ Conduct periodic assessments to verify staff competency in injection procedures and infection control practices.

## 8. Monitoring and Auditing

### 1. Regular Audits:

- ✍ Perform regular audits of injection practices to ensure compliance with safety protocols.

### 2. Feedback and Improvement:

- ✍ Utilize audit findings and feedback to enhance injection safety practices and update training programs as necessary.

## 9. Compliance and Regulations

- ✍ Adhere to national and local regulations and guidelines for injection safety as issued by health authorities and professional organizations.

## 10. Review of SOP

- ✍ Review and update this SOP every 2 years or as needed to incorporate changes in best practices, regulations, or facility policies.



## 11. References

1. World Health Organization (WHO) guidelines on Injection Safety.
2. Centers for Disease Control and Prevention (CDC) guidelines for infection control.
3. Local healthcare regulations and standards.