

patient information  
Home Parenteral Therapy Program

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# **Using the CADD®-Solis VIP Ambulatory Infusion Pump**

Proof #1



**Alberta Health  
Services**

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# Follow-Up Appointment

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Times my doses are due:

Notes:

Proof #1

# What's Inside

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You've been prescribed intravenous (IV) medicine that will be given by a portable infusion pump.

The pump and medication bag fit in a pack that you can carry around your waist or over your shoulder. It's made to go with you everywhere.

The nurse will show you how to use the pump. This booklet supports what the nurse has shown you.

You'll be given a date for a follow-up appointment. At that time, you'll be assessed to see if you can stop the IV medicine.

Proof #1

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## HPTP Contact Numbers

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### Foothills Medical Centre

**Office:** 7:45 a.m.–4 p.m. (7 days/week)

(403) 944-8330

**After Hours On-Call HPTP Nurse:** 4 p.m.–9 p.m.

(403) 212-8223 then Pager 07128

**Hospital Switchboard:** (403) 944-1110. Ask for Pager 07128

**Ordering Supplies Out-Patient Pharmacy:** (403) 944-2822

**Call again in 15 minutes if your page isn't answered.**

### Peter Lougheed Centre

**Office:** 7 a.m.–3:15 p.m. (Monday to Friday)

(403) 943-4926

**After Hours On-Call HPTP Nurse:** 3:15 p.m.–9 p.m.

(403) 212-8223 then Pager 05644

**Weekend Paging System:** 8 a.m.–9 p.m.

(403) 212-8223, then Pager 05644

**Hospital Switchboard:** (403) 943-4555. Ask for Pager 05644

**Ordering Supplies Out-Patient Pharmacy:** (403) 943-4985

**Call again in 15 minutes if your page isn't answered.**

## Rockyview General Hospital

**Office:** 7:15 a.m.–3:30 p.m. (7 days/week)

(403) 943-3878

**After Hours On-Call HPTP Nurse:** 3:30 p.m.–9 p.m.

(403) 212-8223 then Pager 03789

**Weekend Paging System:** 7:15 a.m.–9 p.m.

(403) 212-8223, then Pager 03789

**Hospital Switchboard:** (403) 943-3000. Ask for Pager 03789

**Ordering Supplies Out-Patient Pharmacy:**

Monday to Friday: (587) 471-9960

Saturday & Sunday: (403) 944-2822

**Call again in 15 minutes if your page isn't answered.**

## South Health Campus

**Office:** 7:30 a.m.–3:45 p.m. (Monday to Friday)

(403) 956-3803

**After Hours On-Call HPTP Nurse:** 3:45 p.m.–9 p.m.

(403) 212-8223 then Pager 12441

**Weekend Paging System:** 8 a.m.–9 p.m.

(403) 212-8223, then Pager 12441

**Hospital Switchboard:** (403) 956-1111. Ask for Pager 12441

**Ordering Supplies Out-Patient Pharmacy:** (587) 471-9960

**Call again in 15 minutes if your page isn't answered.**

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## Your IV Site

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You need to check your IV site 2 to 3 times a day for:

- pain
- swelling
- redness
- leaking

If you notice any of these symptoms, press **Stop/Start**. When you see **Stop Pump?** → choose **Yes** → call the nurse.

- A small amount of blood in the IV tubing is okay (1 to 2 inches/2.5 to 5 cm) and goes away when the medicine is given.
- The filter removes any air bubbles in your tubing.
- Don't get your IV site wet.
- Don't disconnect your IV tubing from your IV site.

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## Allergic Reactions

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If you have **problems breathing**, or if your mouth, lips, throat or eyes, swell or tingle, or you start throwing up suddenly:

Press **Stop/Start** → **Stop Pump?** → choose **Yes** → call **9-1-1**.

If you have an **allergic reaction** (rash, swelling, or itching):  
Press **Stop/Start** → **Stop Pump?** → choose **Yes**. Call the nurse or go to the nearest Urgent Care Centre or Emergency department.

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## Your Pump

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- Don't drop the pump or get it wet. If it's damaged, call the nurse.
- Use only alkaline batteries, **not** rechargeable batteries.
- When sleeping, you can put the pump and pouch next to you on the bed, on a bedside table, or hang it on the headboard. **Don't put the pump on the floor.**

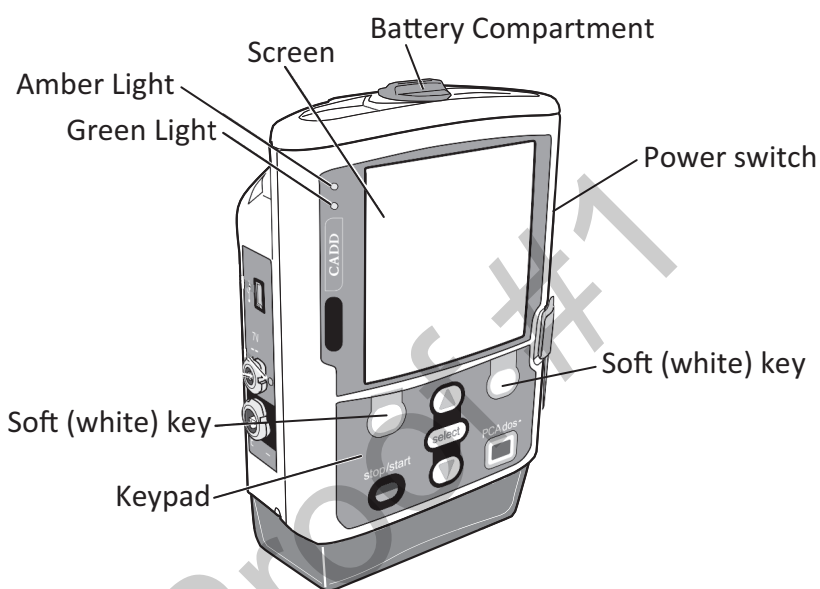
### When showering or bathing:

1. Wrap the IV site in plastic wrap or a plastic bag.
2. Wrap the pump and pack in a plastic bag.
3. Leave the pump and pack outside the shower or bathtub by hanging it on a hook or clothes hanger or putting it on a chair or stool.
4. After you shower or bath, take off the plastic wrap and pat your IV site and tubing dry.
5. Re-tape any loose edges as needed.

### When changing your clothes:

- Take them off and put them on as usual. The IV tubing will follow through your sleeve and out the bottom of your shirt.
- Be careful not to hook the tubing or pump on your clothes as you may pull out your IV.





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## How You Know the Pump is Working

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- The **green** light flashes when the pump is running and delivering the medicine.
- The **status bar** on top of screen is green and shows the word “Running”.
- If the **green and amber lights** are flashing, the pump is running but needs your attention soon (for example, low battery).
  - If the **amber** light stays on continuously, the pump won’t run. Call your nurse.
- If the **screen display** is blank, it may be because the pump is conserving battery power. Press any white key to turn on the display.

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## When to Turn Off the Pump

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- The pump should stay on at all times, unless you've been told otherwise.
- You may have to turn the pump off **after 9 p.m.** if:
  - the pump alarms and you aren't able to troubleshoot
  - your IV site hurts, is swollen or red, or leaks
- If you've had to turn off the pump and:
  - you're getting Home Care, call your Home Care nurse
  - you aren't getting Home Care, call your HPTP nurse.

## How to Turn Off the Pump

1. Press **Stop/Start**. When you see **Stop Pump?** → choose **Yes**.
2. Press the power switch on right-hand side of the pump.
3. When you see **Power Down?** → choose **Yes**.
  - Leave the tubing connected to your IV site.

## How to Turn On the Pump

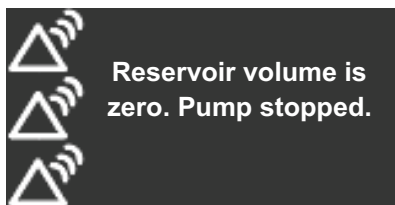
1. Press the power switch on right-hand side of the pump. Pump will run through some self-tests. When the power up completes, you'll hear 6 beeps.
2. Press **Stop/Start**. When you see **Start Pump?** → choose **Yes**.

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## How to Change the IV Bag

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- Change the IV bag between \_\_\_\_\_ and \_\_\_\_\_ or if you see this on the screen:

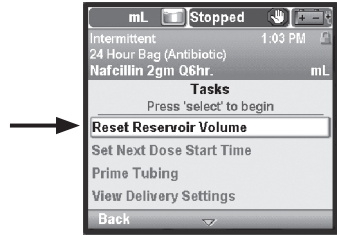


On the days the IV tubing is due to be changed, the Home Care nurse will also change the IV bag.

1. Prepare a clean work surface and wash your hands.
2. If pump is still running, press **Stop/Start** → **Stop Pump?** → choose **Yes**.
3. Remove the blue tab from the new medication bag.  
Tip: It's easier to remove the blue tab if the bag has been out of the fridge for at least 15 minutes.
4. Twist and pull to remove the tubing spike from the empty medication bag. Don't touch the spike.
5. Push and twist the spike to insert it into the new medication bag.

6. Choose **Tasks**.

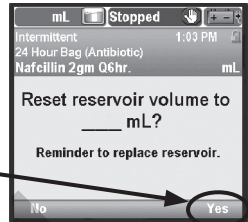
In the Tasks menu, press the up or down arrows until **Reset Reservoir Volume** is highlighted then press **Select**.



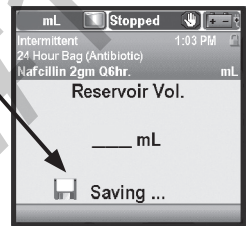
7. **Reset reservoir volume...?**

→ choose **Yes**.

The pump will display a **Saving** screen then goes back to the Tasks menu.

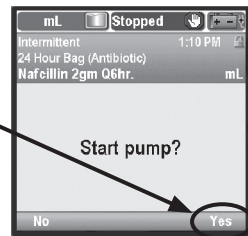


8. Press **Stop/Start**.




9. **Start Pump?** → choose **Yes**.

The pump is now set to repeat as programmed.



## Troubleshooting Chart

Screen Display	What to Do
<b>Low Batteries or Batteries Depleted</b> <ul style="list-style-type: none"> <li>Pump detects drop in battery power.</li> </ul>	<ol style="list-style-type: none"> <li>Press <b>Stop/Start</b> → <b>Stop Pump?</b> → choose <b>Yes</b>.</li> <li>Open the battery compartment at the top of pump and replace the 4 double AA batteries.</li> <li>Press the power switch to turn the pump back on.</li> <li>Press <b>Stop/Start</b> → <b>Start Pump?</b> → choose <b>Yes</b>.</li> </ol>
<b>Screen is blank and the alarm is sounding</b> <ul style="list-style-type: none"> <li>Batteries were taken out or the battery door was opened.</li> </ul>	<ol style="list-style-type: none"> <li>Make sure the batteries are in place and the battery compartment is closed.</li> <li>Press the power switch to turn the pump back on.</li> <li>Screen displays <b>Loss of power</b> → choose <b>Acknowledge</b>.</li> <li>Press <b>Stop/Start</b> → <b>Start Pump?</b> → choose <b>Yes</b>.</li> </ol>
<b>Downstream Occlusion</b> <ul style="list-style-type: none"> <li>Blockage between the pump and IV site.</li> </ul>	<ol style="list-style-type: none"> <li>Choose <b>Silence</b>.</li> <li>Reposition your arm.</li> <li>Make sure the tubing isn't kinked.</li> <li>Make sure all the IV clamps are open.</li> </ol> <p>If the occlusion is gone, the alarm will stop and the program will resume.</p> <p><b>If the alarm doesn't stop:</b></p> <ol style="list-style-type: none"> <li>Choose <b>Help</b>.</li> <li>Continue through the help screens by choosing <b>Next</b>.</li> </ol> <p><b>Note: Don't remove</b> any caps when prompted. If the occlusion is gone, the pump will resume.</p> <ol style="list-style-type: none"> <li>If the problem continues, stop the pump and call the nurse.</li> </ol>
<b>Press Start to Infuse</b> <ul style="list-style-type: none"> <li>Pump has been stopped for 3 minutes.</li> </ul>	<ol style="list-style-type: none"> <li>Choose <b>Silence</b>.</li> <li>Press <b>Stop/Start</b> → <b>Start Pump?</b> → Choose <b>Yes</b>.</li> </ol>

Screen Display	What to Do
<b>Reservoir Volume is Zero</b> <ul style="list-style-type: none"> <li>Pump has finished giving the medicine and has stopped.</li> </ul>	<ol style="list-style-type: none"> <li>Choose <b>Acknowledge</b>.</li> <li>Change the IV bag (see page 12).</li> </ol>
<b>System Fault Alarm</b> <ul style="list-style-type: none"> <li>Possible software or hardware fault.</li> </ul> 	<ol style="list-style-type: none"> <li>Open the battery compartment.</li> <li>Close the battery compartment.</li> <li>Press the power switch to turn the pump back on.</li> </ol> <p>If the problem continues, call the nurse.</p>
<b>Upstream Occlusion</b> <ul style="list-style-type: none"> <li>Blockage between the IV bag and pump.</li> </ul>	<ol style="list-style-type: none"> <li>Choose <b>Silence</b>.</li> <li>Make sure the spike is fully inserted into the medication bag.</li> <li>Make sure the tubing isn't kinked.</li> <li>Re-position bag in pouch.</li> </ol> <p>If the occlusion is gone, the alarm will stop and the program will resume.</p> <p>If the alarm doesn't stop:</p> <ol style="list-style-type: none"> <li>Choose <b>Help</b>.</li> <li>Continue through the help screens by choosing <b>Next</b>.</li> </ol> <p>If the occlusion is gone, the alarm will stop and the program will resume.</p> <ol style="list-style-type: none"> <li>If the problem continues, stop pump and call the nurse.</li> </ol> <p><b>Note:</b> You must acknowledge this alarm before you work through the Help screen if it happens more than 3 times in 15 minutes.</p>
<b>Cannot Start Pump Without a Latched Cassette:</b> <ul style="list-style-type: none"> <li>Cassette is delatched.</li> </ul>	<ol style="list-style-type: none"> <li>Choose <b>Acknowledge</b> and follow the prompts.</li> </ol> <p><b>Note:</b> <b>Don't</b> prime the tubing. <b>Don't</b> reset the reservoir volume.</p> <ol style="list-style-type: none"> <li>If the problem continues call the nurse.</li> </ol>

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## If You're Referred to Home Care

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The Home Care nurse will call to set up an appointment.  
This could include:

- |  |  |
|--|--|
| <input type="checkbox"/> changing the medication bag | <input type="checkbox"/> caring for the PICC/CVC |
| <input type="checkbox"/> changing the IV tubing      | <input type="checkbox"/> caring for wounds       |
| <input type="checkbox"/> changing the IV site        | <input type="checkbox"/> other                   |

If you need to contact your Home Care nurse, you can call (403) 943-1600 anytime, day or night.

### If you're calling in the day:

- The operator will connect you with your Home Care nurse.

### If you're calling in the evening or at night:

- Your call will be transferred to the Response Team.
- If your call goes to an answering machine, **don't** hang up—leave a message.
- The nurse will call you back as soon as possible.

If you can't reach Home Care and you have a problem with your IV or pump, turn off your pump and call the HPTP clinic in the morning, unless you've been told otherwise.

Home Care is **not** for medical emergencies. Anytime you have a medical emergency, go to the closest Emergency Department or call 9-1-1.

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*This material is for information purposes only. It should not be used in place of medical advice, instruction and/or treatment. If you have questions, speak with your doctor or appropriate healthcare provider.*



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