

Insulin Administration Crisis Intervention Curriculum - Lancaster

Demonstration Checklist

- Pull cap off pen
- Unscrew cartridge holder by twisting counter-clockwise
- Flatten piston by screwing cartridge holder down towards base of pen (clockwise)
- Insert insulin cartridge into cartridge holder with screw side entering first
- Screw cartridge & cartridge holder back onto base of pen
- Wipe cartridge top with alcohol swab
- Screw needle (with cap) onto cartridge
- Uncap needle
- Tap insulin cartridge to get air bubbles to top of cartridge
- Perform a 2 unit air shot – if you do not see insulin at the tip of the needle keep performing the 2 unit air shot until you see the medication.
- Dial your dose
- Pinch skin, insert needle, press button to administer dose

Answer questions if applicable

Q: Do I need to mix my insulin dose before injecting ?

A: If you are using regular insulin (clear) no mixing is necessary. If you are using 70/30, NPH, Humalog, or anything that looks cloudy, it must be mixed by turning the cartridge up and down slowly 10 times. Do not shake it.

Q: Do I need a different pen for each type of insulin that I am administering?

A: No, the same pen may be used, but the piston should be adjusted each time to fit the new cartridge. This may involve several air shots to find the appropriate place.

Q: Do I have to keep my pen in the refrigerator?

A: No, not necessarily. Once you have started a new cartridge, it is OK at room temperature for 10 days. However, if you are using your pen only once a day and it is convenient to keep it in the frig, it is good to do so.