

**Chemotherapy Sterile Drape Competency**

**Uses:** Preparation of medications intended for intrathecal, intra-ommaya, intraventricular, intraocular, subtenon, intra-arterial, and intravitreal administration

**Audience:** Pharmacists, pharmacy technicians, nurses, medical officers, and physicians servicing Global HOPE patients

**Pre-requisites:** This checklist builds upon standard aseptic technique and policies/procedures used to compound sterile products in the biological safety cabinet. Item #3 begins the intrathecal-specific process.

| **CRITICAL ELEMENTS** | **S** | **U** |
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| 1. Completes standard compounding sterile products validation and applies technique to all steps in the process. |  |  |
| 1. Draws up individual ingredients into separate syringes and places syringes to the side of the chemo mat, being careful to keep critical sites in clean “first” air.
	* If the preparer is a technician, obtains a pharmacist’s check prior to further preparation.
	* Must be prepared with preservative free products, see reconstitution chart
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| 3. Creates a “sterile field” by opening an individually wrapped sterile drape onto the center of the IV hood – taking care to expose only bottom of drape to hood floor to maintain sterility of internal surface |  |  |
| 4. Assembles supplies in the “sterile field”* Using appropriate technique, opens the individually wrapped sterile red cap, syringe and sterile ziptop bag to be used for the final product and allows it to drop untouched onto the sterile drape
* A 10 mL slip tip syringe should be used for Intrathecal doses; a 5 mL slip tip syringe for subtenon preparations, a 3/10 mL insulin syringe for intravitreal doses
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| 5. Dons sterile gloves after pharmacist check of medications and supplies is complete* Using appropriate technique, opens individually wrapped sterile gloves and places paper-wrapped gloves to outside of sterile field
* Unfolds paper wrapping to reveal sterile gloves
* Using appropriate technique, places sterile gloves over the chemo gloves the preparer is already wearing, grabbing inside cuff to pull on to maintain outer sterility
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| 6. Mixes the final product over the sterile field and if needed transfers to the appropriate syringe before dispensing * Intrathecal doses should be transferred to 10 mL slip tip syringes using a double filter procedure (0.2 micron disc filter – see standard operating procedure (SOP))
* Doses for other routes should be transferred to an appropriately-sized slip tip syringe
* Caps the syringe with the sterile red cap
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| 1. Prepares the dose for final dispensing
* Labels the syringe appropriately to indicate an intrathecal (or other) dose
* Places the labeled syringe into sterile ziptop bag. Seals ziptop bag and labels bag with appropriate auxiliary label
* Places in an outer chemo bag and follows SOPs for dispensing chemotherapy
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| 1. Understands delivery restrictions
* Hand-delivered to the nurse or clinic upon completion of preparation
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Employee Title Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

 (print name) (employee signature)

Trainer Title Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_ Date

 (print name) (trainer signature)