



DR. PABLO O. TORRE
MEMORIAL HOSPITAL

RIVERSIDE MEDICAL CENTER, INC.



METRO PACIFIC HEALTH
THE HEART OF FILIPINO HEALTHCARE

DEPARTMENT: Nursing Service Division		POLICY NUMBER: DPOTMH-IPP-NSD-P038 (01)	
TITLE/DESCRIPTION: USE OF INFUSION PUMP			
EFFECTIVE DATE: June 16, 2025	REVISION DUE: June 15, 2028	REPLACES NUMBER: N/A	NO. OF PAGES: 1 of 6
APPLIES TO: Nursing Service Division		POLICY TYPE: Internal	

PURPOSE:

To provide standardized guidelines for the safe and effective use of drip meters in the administration of intravenous (IV) fluids, medications, emergency drugs, blood products (using a compatible blood transfusion set), and other IV therapies that require controlled flow rates. This policy ensures accurate regulation of infusions. The proper use of drip meters supports timely and safe delivery of essential treatments and reduces the risk of complications associated with manual IV administration in both routine and emergency care situations.

DEFINITIONS:

Infusion Pump – A medical device used to deliver fluids, such as medications, nutrients, or blood products, into a patient's circulatory system in controlled amounts and at precise flow rates. Infusion pumps are commonly used for continuous or intermittent infusions, and are essential when administering low-volume, titrated, or high-risk medications. They are programmable and often equipped with safety features such as alarms for occlusions, air-in-line, or completion of infusion.

RESPONSIBILITY:

Head Nurse, Staff Nurse

POLICY:

1. Infusion pumps shall be used for all admitted patients.
2. Infusion pumps shall be used for the administration of IV fluids, medications, emergency drugs, and blood products (with compatible transfusion sets)
3. All infusion pumps are the property of their assigned nursing stations.
4. In the event of a shortage due to increased usage, units may temporarily borrow drip meters from other stations, provided that proper endorsement and documentation are carried out.
5. Infusion pumps used by patients shall be charged on a daily basis as part of the hospital's equipment usage policy.





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PROCEDURE (SOP):

1. The nurse-in-charge verifies the physician's order for IV therapy and checks if precise flow regulation is required.
2. The nurse checks the availability of an infusion pump in the assigned nursing station.
3. If available, the nurse retrieves the infusion pump from the station's equipment area.
4. The nurse sets the infusion rate on the infusion pump according to the physician's order
5. The infusion pump is charged to the patient's account as per hospital policy.
6. After use, the nurse places the used infusion pump in the designated area for decontamination by the Sterilization Reprocessing Unit (SRU).
7. Once cleaned, the nurse stores the infusion pump in the designated cabinet for ready use.
8. In case of malfunction or irregularities in the drip meter, the nurse immediately discontinues its use, reports the issue to the Biomedical Engineering Unit (BIOMED), and tags the device as "For Repair". (Refer to Biomed Policy: Corrective Maintenance for Medical Equipment)





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WORK INSTRUCTION:

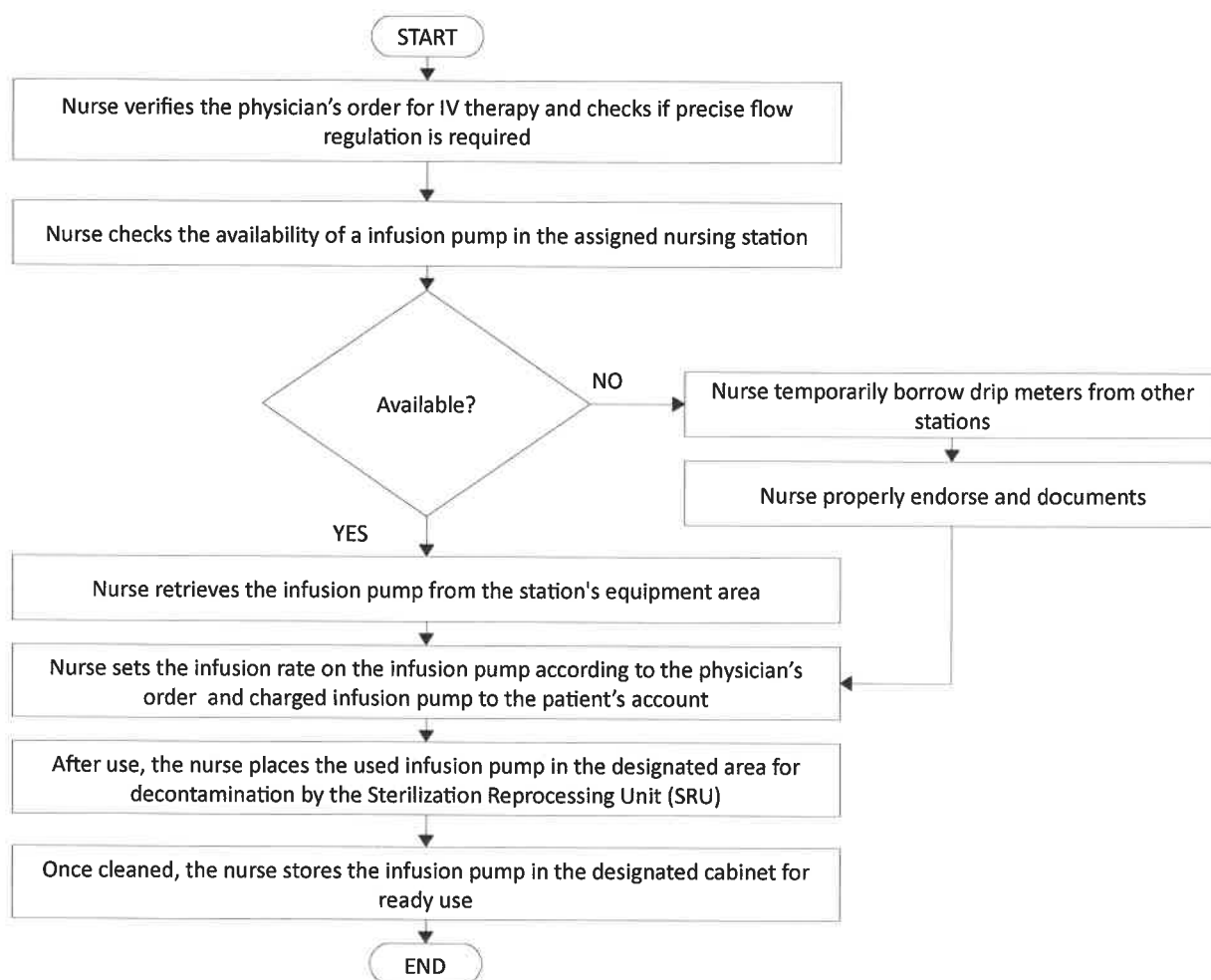
KEY TASK	PERSON RESPONSIBLE
1. Verifies the physician's order for IV therapy.	Nurse-in-charge
2. Checks the availability of a infusion pump in the assigned nursing station.	
3. Retrieves the infusion pump from the station's equipment area.	
4. Places the used infusion pump in the designated area for decontamination by the Sterilization Reprocessing Unit (SRU).	
5. Sets the infusion rate on the drip meter according to the physician's order	
6. Stores the infusion pump in the designated cabinet for ready use.	





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WORK FLOW:





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FORMS: N/A
EQUIPMENT: N/A
REFERENCES: N/A



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