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|  <p style="text-align: center;"><b>DIVISION OF ADULT INSTITUTIONS</b></p> <p style="text-align: center;"><b>POLICY AND PROCEDURES</b></p> | <b>DAI Policy #:</b> 500.31.18                                    | <b>Page</b> 1 of 4                     |
|  | <b>Original Effective Date:</b><br>06/26/13                       | <b>New Effective Date:</b><br>06/26/13 |
|  | <b>Supersedes:</b> N/A  | <b>Dated:</b> N/A                      |
|  | <b>Administrator's Approval:</b> Jim Schwochert,<br>Administrator |  |
|  | <b>Last Reviewed, No Changes:</b> 11/22/16                        |  |
| <b>Required Posting or Restricted:</b>   |   |  |
| <input checked="" type="checkbox"/> <b>Inmate</b> <input checked="" type="checkbox"/> <b>All Staff</b> <input type="checkbox"/> <b>Restricted</b>  |   |  |
| <b>Chapter:</b> 500 Health Services  |   |  |
| <b>Subject:</b> Continuous Ambulatory Peritoneal Dialysis (CAPD) Exchange  |   |  |

**POLICY**

All Division of Adult Institution facilities shall perform the CAPD exchange per the current nephrology guidelines/recommendations.

**REFERENCES**

Fresenius Medical Care (2010) Success @ Home CAPD Exchange Procedure Card, Stay Safe

Gomez, N. (Ed) (2011) Nephrology Nursing Scope and Standards of Practice, Seventh Edition. Pitman, NJ: American Nephrology Nurse's Association

DAI Policy 500.31.21 – Warming Method For Dialysate

**DEFINITIONS, ACRONYMS AND FORMS**

CAPD – Continuous Ambulatory Peritoneal Dialysis

DOC – Department of Corrections

DOC-3677 – Peritoneal Dialysis Daily Flow Sheet

IV – Intravenous

SCALE – Checks for Solution, Clarity, Amount, Leaks and Expiration Date.

**PROCEDURE****I. General Guidelines**

- A. Clean the work surface area and gather the supplies necessary for the exchange.
  1. Hand sanitizer.
  2. Mask.
  3. Warmed peritoneal dialysis solution.
  4. Stay safe cap.
  5. Stay safe organizer.
  
- B. Retrieve catheter and close the extension set clamp.
  1. Put on mask. All present in room must mask.
  2. Perform hand hygiene.
  3. Open the solution bag by tearing away from the notched edge of the package overwrap.

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4. Wipe off any moisture on the bag surface.
- C. Check your solution. Complete SCALE checks.
- D. Pick-up the stay safe disc with its colored plastic cover.
  1. Turn the blue dial on the disc counter clockwise until it fits into the cut-out portion of the plastic cover.
  2. Remove the plastic cover after the dial is in the cut-out. The blue dial should be at position one.
- E. Position the organizer at the edge of your work surface or on the IV pole. Place the disc into the organizer as shown.
- F. Hang the solution bag on an IV pole and place the drain bag on the floor. Break the frangible in the solution bag outlet port.
- G. Remove the stay safe cap from its package.
  1. Place the cap in one of the two notches on the organizer.
  2. Expose catheter from under patient's clothing.
  3. Make sure catheter clamp is closed.
- H. Perform hand hygiene.
  1. Place the end of the extension set in the other organizer notch.
  2. Remove the protective cap from the stay safe disc.
  3. Discard the cap.
- I. Unscrew the extension set from its cap. The cap will remain in the organizer.
- J. Immediately connect the extension set to the stay safe disc. After making this connection, you may remove your mask.
- K. Open the clamp on the extension set. The peritoneal space will start to drain as soon as the clamp is opened.
- L. When the draining is completed, turn the dial to position two. This will start the flush from the fill bag to the drain bag. Make sure the line between the solution bag and disc fills completely.
- M. After about five seconds, turn the indicator to position three. This will start the fill to the peritoneal space.
- N. When the fill is complete, turn the indicator to the very end of position four
  1. This will insert the closure pin from the disc into the end of the extension set.
  2. You will feel a click when you get to the last position.
- O. Close the clamp on the extension set.
  1. Mask and perform hand hygiene.

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- 2. Unscrew the protective cover from the new stay safe cap.
- P. Unscrew the extension set from the disc.
  
- Q. Immediately attach the extension set to the new stay safe cap. Remove the capped extension set from the organizer and secure it to the abdomen.
  
- R. Place the protective cover from the new stay safe cap on the used cap.
  - 1. Remove the cap from the organizer and place the other end of the cover on the disc to prevent drips.
  - 2. Record the exchange on the DOC-3677 – Peritoneal Dialysis Daily Flow Sheet.
  - 3. Examine fluid for clarity.
    - a. If clear, discard the used tubing and solution in the appropriate waste containers.
    - b. If cloudy or has fibrin, notify Health Services staff.

**Bureau of Health Services:** \_\_\_\_\_ **Date Signed:** \_\_\_\_\_  
James Greer, Director

\_\_\_\_\_ **Date Signed:** \_\_\_\_\_  
Ryan Holzmacher, MD, Medical Director

\_\_\_\_\_ **Date Signed:** \_\_\_\_\_  
Mary Muse, Nursing Director

**Administrator's Approval:** \_\_\_\_\_ **Date Signed:** \_\_\_\_\_  
Jim Schwochert, Administrator

**DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES**

|  |                                     |                    |
|--|-------------------------------------|--------------------|
| <b>Facility:</b> Name  |                                     |                    |
| <b>Original Effective Date:</b>  | <b>DAI Policy Number:</b> 500.31.18 | <b>Page</b> 4 of 4 |
| <b>New Effective Date:</b> 00/00/00  | <b>Supersedes Number:</b>           | <b>Dated:</b>      |
| <b>Chapter:</b> 500 Health Services  |                                     |                    |
| <b>Subject:</b> Continuous Ambulatory Peritoneal Dialysis (CAPD) Exchange  |                                     |                    |
| <b>Will Implement</b> <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation |                                     |                    |
| <b>Warden's/Center Superintendent's Approval:</b>  |                                     |                    |

**REFERENCES****DEFINITIONS, ACRONYMS, AND FORMS****FACILITY PROCEDURE**

I.

A.

B.

1.

2.

a.

b.

c.

3.

C.

II.

III.

**RESPONSIBILITY**

I. Staff

II. Inmate

III. Other