

## USING THE MEDTRONIC MINIMED SOF-SET®

Users should always refer to the specific instructions provided with each box of infusion sets to look for any recommendations or updates to standard practice. It is also important to familiarise yourself with any precautions or recommendations identified by the manufacturers.

**Note:** The Sof-Set® is available with 2 catheter lengths, Standard (9mm) and Micro (6mm). Ensure you have selected the correct model for the current administration.

**Caution:** We do not recommend use of the Sof-Set for infusions in the chest wall.

### Filling and Priming the Sof-Set®

- 1 Fill the appropriate syringe/reservoir from the medication vial following the requirements of your drug protocol or other standard practice.
- 2 Remove the needle from the reservoir and securely attach the Sof-Set® to the reservoir to avoid leakage
- 3 Prime the infusion set according to the pump manufacturer's instructions, or standard practice. Confirm that the set is completely primed by observing that the medication drips from the needle of the Sof-Set™. Do not leave large air bubbles in either the reservoir or the infusion set, as this could reduce medication delivery. Check the luer/reservoir junction for leaks.
- 4 Insert the filled reservoir/syringe into the pump according to the pump manufacturers instructions. Ensure that the syringe pusher is in close contact with the syringe flange to reduce any delays in medication delivery.

**NOTE:** We strongly recommend the use of the Sof-Serter automatic insertion device, to improve reliability of insertion and reduce insertion discomfort. Please ask for details.

### Manual Insertion of the Sof-Set®

Select an insertion site and use aseptic technique to cleanse the site. Many health care professionals recommend cleaning the skin with an anti-bacterial agent.

For Sof-Set® codes MMT-315, MMT-316 (Substitutes for MMT-111 and MMT-112)

Remove the needle cover. Lift the white pull tabs to remove the backing from the antibacterial adhesive dressing.

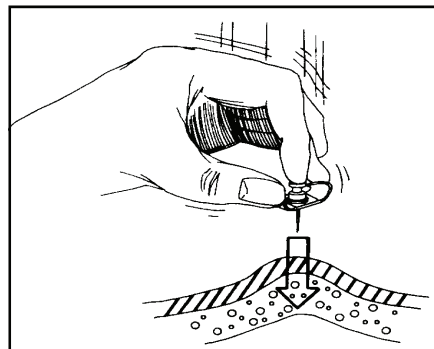
**OR**

For Sof-Set® Micro Codes MMT-320, 321

Carefully remove both white tabs individually. Remove the needle cover.

#### Method 1

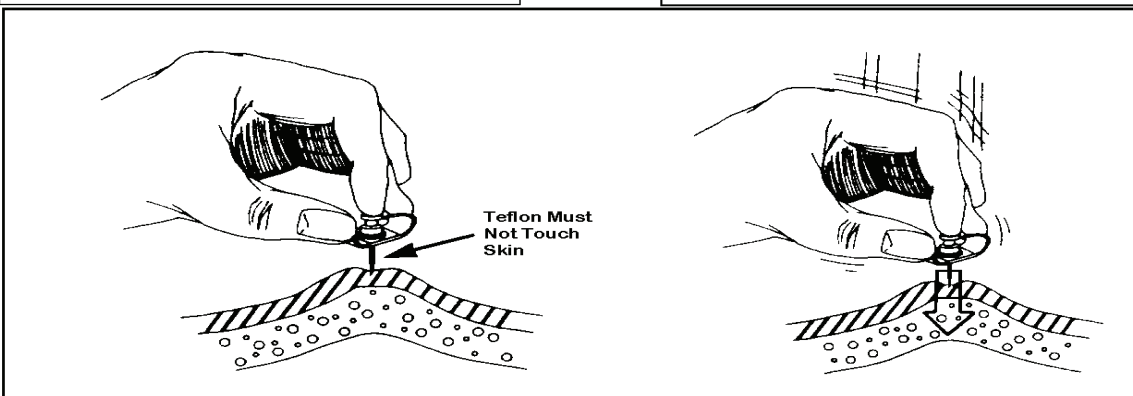
- Hold the Sof-Set® as pictured in the adjacent figure.
- Use your index finger to stabilise the top of the plastic needle hub and flex the wings up as shown. Pinch the subcutaneous tissue as you would to give an injection.
- Insert the needle quickly, at a 90° angle straight into the infusion site.
- Watch the Teflon cannula during insertion to assure that it goes in smoothly without kinking or crimping.



#### Method 2

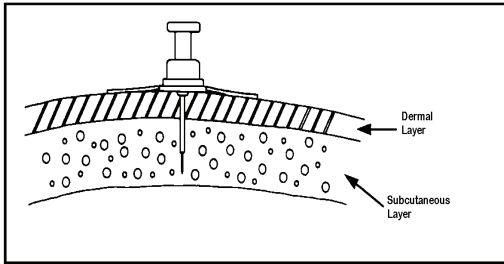
Puncture the skin with the tip of the Sof-Set® introducer needle as pictured. Do not put the introducer needle in deep enough to touch the Teflon Catheter.

Use a quick motion to insert the rest of the introducer needle and cannula



In both cases make sure the Infusion Set is fully inserted with the 'Wings' flat against the skin on completion of the procedure.

## Secure the Sof-Set® with the tape provided.



Some Sof-Set® codes are provided with two tapes. These are alternative types to ensure that you can select the one most suitable for your patient.

The smaller, white backed, tape has a higher strength, but has occasionally caused a skin reaction with some patients.

The larger, clear backed tape, may overcome this, but it's level of adhesion is a little less and greater care is needed when securing the Sof-Set® .

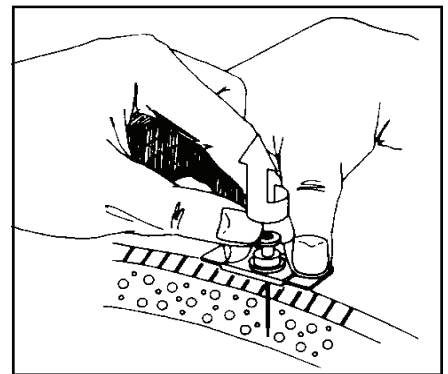
**PLEASE NOTE: It is important to secure the tape before removing the introducer needle to prevent any possibility of the catheter withdrawing partially from the skin. If this occurs then there is a likelihood that the catheter will kink and may block the infusion.**

## Removal of the Introducer Needle

To remove the introducer needle, place a finger on each side of the Sof-Set® wings, one on either side of the introducer needle. To make withdrawing the introducer needle easier, **rotate the needle a half turn**, then pull the needle straight out and discard properly.

A volume of approximately .005mL empty space will be left in the catheter when the needle is withdrawn. If this is felt to be significant a small bolus may be given to fill this space.

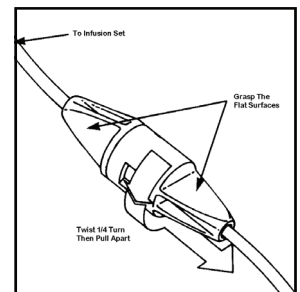
Monitor medication delivery to verify proper infusion. For example, if you are infusing insulin, check blood glucose 3 hours after insertion. If you are using medication other than insulin, check the site for wetness after bolus delivery.



## Using The Quick Release (QR) connector (Select Codes only)

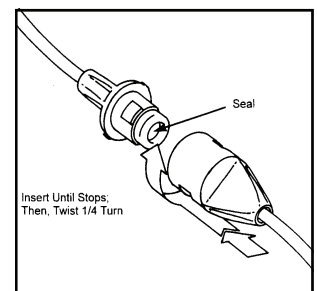
1. Use the pump controls to either suspend or cancel completely pump administration while the QR is disconnected.
2. Grasp each fitting on the flat surfaces and rotate counter-clockwise 1/4 turn (90°); then, gently pull apart. Never pull on the tubing to separate the Quick Release.

**NOTE: Clamping your tubing is not necessary with the Quick Release.**



## Reconnecting The QR Connector

1. Wipe the Quick Release Seal with alcohol or as otherwise recommended.
2. Program the pump to deliver a 0.005 ml (for insulin, 0.5 units of U-I 00) bolus and watch to ensure a drop of medication appears at the end of the Quick Release needle. Repeat, if necessary, until fluid is visible.
3. Push the two fittings together until they stop, and rotate clockwise 1/4 turn (90°) until a "click" is heard to lock the Quick Release fittings together (see Figure 11).
4. If using insulin, check blood glucose levels.



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