Bending Needle for Tail Vein Injection

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# Purpose

<<<< This SOP is left in DOCX format so that you may edit it for your own laboratory>>>

The purpose of this SOP is to lay out the responsibilities, equipment and procedures required for needle bending to facilitate tail vein injection in rats and mice.

# Scope

This SOP applies to all persons performing needle bending to facilitate tail vein injections.

# Responsibilities

## Supervisors

Supervisors are responsible for:

* **Reviewing this SOP on a regular basis. Review is to consider and mitigate the risks of spill, loss of containment and exposure or other harm. Refer to Performing Risk Assessments SOP.**
* Ensuring that all workers under their supervision are trained on and are proficient in performing the steps of this SOP.
* Ensuring their workers have taken Biosafety Training, including Biosafety Update or Routine Practices training. These all contain identical training modules for sharps handling, waste disposal and injury/incident reporting.

## Workers

Workers are responsible for:

* Following this SOP as approved by their Supervisor.
* Taking appropriate training as prescribed by their Supervisor.
* Reporting any needle sticks and exposures immediately to their Supervisor and complete an Injury/Incident Report as outlined in RMM1000.
* <http://www.workingatmcmaster.ca/eohss/prevention/injury/>

# General Safety Measures

* Sharps must be used only where absolutely necessary.
* Sharps containers must be available in the immediate work area.
* Ensure the sharps container is open and ready to receive sharps before commencing activities.
* Sharps containers must be securely closed when not in use.
* Sharps containers must be discarded filled to a level specified in the manufacturer’s instructions, or otherwise when ¾ full.
* Consult the work-area management for proper disposal of filled sharps containers.

# Procedures

1. Aspirate substance to be administered into the syringe.
2. Hold the syringe horizontally at eye level to ensure the bevel faces you.
3. Place the syringe on the surface in front of you with bevel facing you.
4. Place the cap on the surface in front of you with its opening facing the syringe.
5. With one hand only, grip the syringe and slide the needle into the cap. You should not be holding the cap for this.
6. Once the needle is inside the cap to an appropriate depth for your bend configuration, grip the cap and with thumbs on the inside, slowly brace the needle on the inside of the cap.
7. When you feel the needle is braced, push further outwards to bend the needle to an angle appropriate for the procedure.
8. With one hand, remove the needle from the cap. With the needle facing away from you, discard the cap into the sharps container.
9. Always perform manipulations with the needle facing away from you.
10. Discard the needle directly into the sharps container when the procedure is complete.