

Central Line Insertion Checklist – Template

Patient Name/ID#: _____ Unit: _____ Room/Bed: _____

Date: _____ Start time: _____ End time: _____

Procedure Location: (Operating Room / Radiology / Intensive Care Unit / Other: _____)

Person Inserting Line: _____ Person Completing Form: _____

Catheter Type: (Dialysis / Tunneled / Non-tunneled / Implanted / Non-implanted / Peripherally Inserted Central Catheter)

Impregnated: (Yes/No) _____ Number of Lumens: (1, 2, 3, 4) _____ Catheter Lot Number: _____

Insertion Site: (Jugular / Chest / Subclavian / Femoral / Scalp / Umbilical) _____ Side of Body: (Left / Right) _____

Reason for Insertion: (New indication / Malfunction / Routine Replacement / Emergent) _____ Guide Wire Used: (Yes/No) _____

Critical Steps	Yes	Yes with Reminder	No*	n/a	Comments
BEFORE the procedure:					
Patient is educated about the need for and implications of the central line as well as the processes of insertion and maintenance					
Patient's latex/adhesive allergy assessed (modify supplies)					

0.5% (unless under 2 months of age) or tincture of iodine or an iodophor or alcohol					
Skin prep allowed to dry prior to puncture					
Patient's body covered by sterile drape from head to toe					
All those performing procedure using sterile gloves, sterile gown, hat/cap, mask, and eye protection/shield					
Others in room wearing mask					
Catheter p e				athe	



Central Line Insertion Care Team Checklist Instructions

Operator Requirements:

Specify minimum requirements. For example:

- A minimum of 5 supervised successful procedures in both the chest and femoral sites is required (10 total). If a physician successfully performs the 5 supervised lines in one site, they are independent for that site only. Please note that in the absence of contraindications, a chest site is preferred over the femoral due to a lower incidence of mechanical and infectious complications.
- A total of 3 supervised rewires is required prior to performing a rewire independently.
- Obtain a qualified second operator after 3 unsuccessful sticks (unless emergent).

Roles:

Operator Role: Person inserting the line

Assistant Role: RN, ClinTech, Physician, NP, PA (responsible for completing checklist)

Patient Positioned for Procedure:

For Femoral/ Peripherally Inserted Central Catheter: Place supine.

For Chest/External Jugular: Use Trendelenburg (HOB < 0 degrees) unless contraindicated.

Sterile Field:

Patient full body drape

- Long sterile may need to be added to commercially prepared kits.

Sterile tray and all equipment for the procedure

Ultrasound probe

Prep Procedure:

Scrub back and forth with chlorhexidine with friction for 30 seconds, allow to air dry completely before puncturing site. Do not wipe, fan, or unct@trasm iscm iÄ Å tÄ t i i/