



CAPITAL nurse

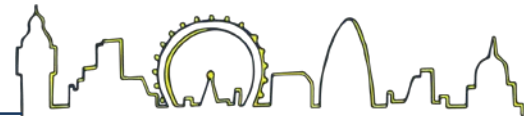
IV Therapy Passport



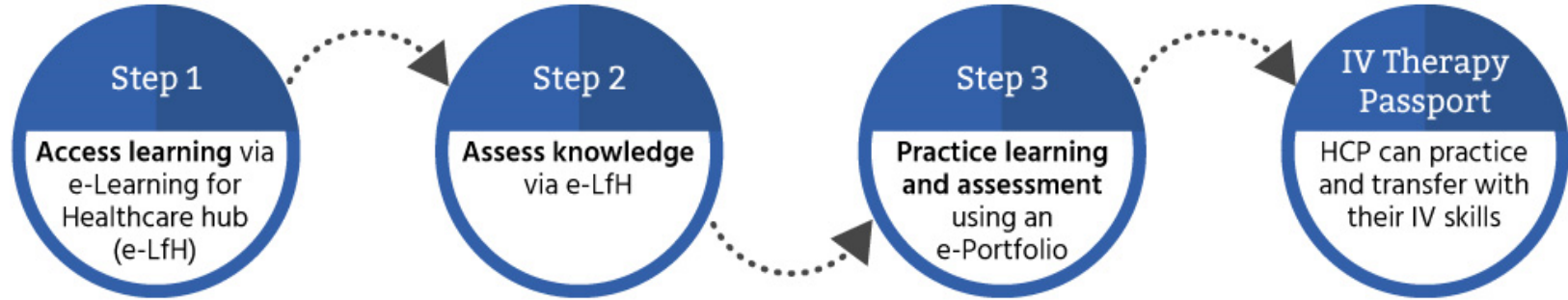
About the CapitalNurse IV Therapy Passport

The passport has been designed to standardise training across London, to reduce variation and to enable health care professionals to transfer between organisations without the need to retrain.

Learners follow the IV Therapy Passport pathway...



IV Therapy Passport – a pathway



How to access the steps in the pathway?

- Full information is found on the HEE/CN website:
 - [IV Therapy Passport](#)
- Step 1 [E-LfH IV Therapy Passport Programme Page](#)
& e-LfH Hub for the e-learning: [e-LfH Hub](#)
- Step 2 [e-LfH Hub](#)
- Step 3 [IV Therapy Passport](#)



Steps 1 and 2



Username

Password

case sensitive

☐ Remember me?

Log in

[Forgotten username or password?](#)

OpenAthens

An OpenAthens account allows you to access a range of quality information online. If you have an OpenAthens account and wish to access e-LfH please click or tap the button.

Sign On with OpenAthens

Contributing to the revolution in healthcare training in the UK

Our e-learning programmes enhance traditional learning, support existing teaching methods and provide a valuable reference point which can be accessed anytime, anywhere.

[Browse our catalogue](#)[Register](#)

CORONAVIRUS LEARNING FOR THE HEALTH AND CARE WORKFORCE

Coronavirus (COVID-19)

We have created a new programme for the health and care workforce that contains key information from e-LfH's catalogue of content as well as curated materials from other trusted organisations.

[Coronavirus \(COVID-19\)](#)

System requirements

To ensure your device is correctly set up to display and record your e-Learning activity, please check your device using our checking tool.

[Check my device](#)

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Registering with e-LfH

- Click 'register' from e-LfH Hub and it takes you to this page.
- Follow the registration instructions.

[Home](#)

Registration

Ideally you should provide a work email address so that your registration results in the most appropriate access to e-learning content

NOTE: If you choose to use a personal email address the available e-learning content should be sufficient for volunteers or for those registering for personal use.

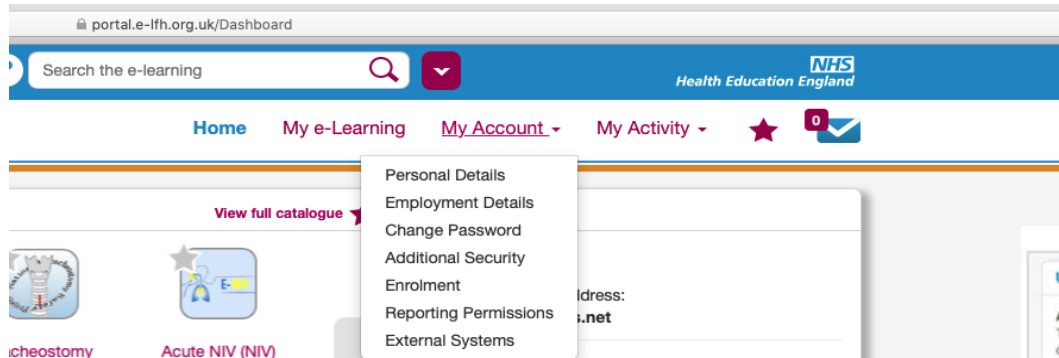
Work email address

Confirm work email address

Register



Linking the learner's account to your educational supervisor



portal.e-lfh.org.uk/Dashboard

Search the e-learning

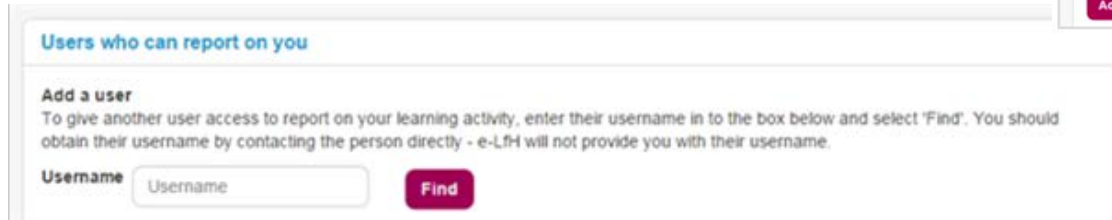
Health Education England

Home My e-Learning **My Account** My Activity

Personal Details
Employment Details
Change Password
Additional Security
Enrolment
Reporting Permissions
External Systems

View full catalogue

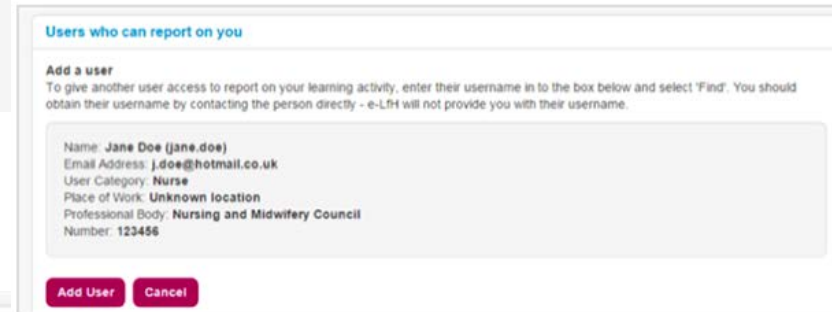
cheostomy Acute NIV (NIV)



Users who can report on you

Add a user
To give another user access to report on your learning activity, enter their username in to the box below and select 'Find'. You should obtain their username by contacting the person directly - e-LfH will not provide you with their username.

Username **Find**

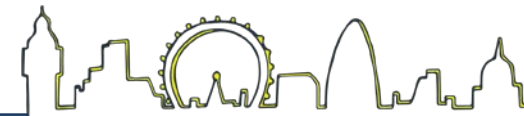


Users who can report on you

Add a user
To give another user access to report on your learning activity, enter their username in to the box below and select 'Find'. You should obtain their username by contacting the person directly - e-LfH will not provide you with their username.

Name: **Jane Doe (jane.doe)**
Email Address: **j.doe@hotmail.co.uk**
User Category: **Nurse**
Place of Work: **Unknown location**
Professional Body: **Nursing and Midwifery Council**
Number: **123456**

Add User **Cancel**



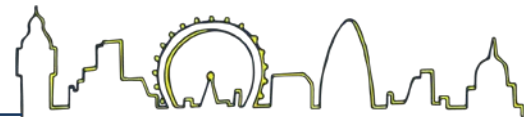
Support at e-LfH

<https://support.e-lfh.org.uk/home/>



support@e-lfh.org.uk

<https://portal.e-lfh.org.uk/home/aiccreport>



Finding the IV Therapy Passport e-learning

Once you are logged in to e-LfH, search the full catalogue for 'IV Therapy Passport'

The screenshot displays the e-LfH (e-Learning for Health) interface. At the top, there is a blue header bar with the e-LfH logo, a 'Live Chat' button, a search bar containing 'Search the e-learning', and the NHS Health Education England logo. Below the header, a 'Home' link is visible. The main content area is titled 'Full catalogue' and shows a list of e-learning modules. On the left, a sidebar lists various categories under 'Full catalogue'. The main list on the right includes the following items:

- [Preview] - Multiprofessional Supervisor e-Learning build 1 (MSE)
- [Retired] WM - Primary Care Nursing: Sepsis (s/s)
- Accessible Information Standard (AIS)
- Act Now (ACT)
- Acute Medicine (ACUMEN)
- Acute NIV (NIV)
- Adolescent Health Programme (AH)
- Advanced Course in Skin Cancer (e-LPRAS)
- Advanced Radiotherapy (ART)
- Ages and Stages Questionnaires (ASQ)
- Alcohol - Reducing Violence in the Community (RVC)
- Alcohol and Tobacco Brief Interventions
- Alcohol Identification and Brief Advice (ALC)
- Alcohol Stigma: Stories Behind the Bottle (SBB)
- All Our Health (AOH)
- Allied Health Professionals Careers' Resource (AHP)
- Anaesthesia (e-LA)
- Antimicrobial Resistance (AMR)

A large speaker icon is overlaid on the right side of the list, indicating audio content. The bottom right corner features a stylized green line-art illustration of a city skyline.

Full catalogue > IV Therapy Passport (IVN)

- Full catalogue
 - [Preview] - Multiprofessional Supervisor e-Learning build 1 (MSE)
 - [Retired] WM - Primary Care Nursing: Sepsis (siS)
 - Accessible Information Standard (AIS)
 - Act Now (ACT)
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 - Alcohol Stigma: Stories Behind the Bottle (SBB)
 - All Our Health (AOH)
 - Allied Health Professionals Careers' Resource (AHP)

IV Therapy Passport



IV Therapy Passport eAssessments



Open and play a session

The screenshot shows the e-LH website interface. At the top is a blue header with the e-LH logo, a search bar, and the NHS Health Education England logo. Below the header is a navigation bar with links: Home, My e-Learning, My Account, and My Activity. The main content area is titled 'Full catalogue > IV Therapy Passport (IVN) > IV Therapy Passport'. On the left is a 'Full catalogue' sidebar with a list of topics including Accessible Information Standard (AIS), Act Now (ACT), Acute Medicine (ACUMEN), Acute NIV (NIV), Adolescent Health Programme (AH), Advanced Radiotherapy (ART), Advanced Threat Protection (ATP), Ages and Stages Questionnaires (ASQ), Alcohol - Reducing Violence in the Community (RVC), Alcohol (PWP), Alcohol and Tobacco Brief Interventions, Alcohol Identification and Brief Advice (ALC), Alcohol Stigma: Stories Behind the Bottle (SBB), All Our Health (AOH), Allied Health Professionals Careers' Resource (AH-IP), Anaesthesia (e-LA), and Antimicrobial Resistance (AMR). The main content area displays a list of e-learning sessions with icons, titles, status (Updated or New), and a 'Play' button. The sessions listed are: IV Medication Administration - a Complex Process, The Intravenous Route, Vascular Access Devices, Risks and Complications of IV Therapy, Fluids and Electrolytes in IV Therapy, Preparation and Administration of IV Medicines, and Drug Calculations in IV Therapy. A large speaker icon is overlaid on the list. At the bottom of the page is a blue footer with the text: 'e-LH is a Health Education England Programme in partnership with the NHS and Professional Bodies'.

Welcome Susie | [Log Out](#)

[Home](#) [My e-Learning](#) [My Account](#) [My Activity](#)

[Full catalogue](#) > [IV Therapy Passport \(IVN\)](#) > [IV Therapy Passport](#)

Full catalogue

- Accessible Information Standard (AIS)
- Act Now (ACT)
- Acute Medicine (ACUMEN)
- Acute NIV (NIV)
- Adolescent Health Programme (AH)
- Advanced Radiotherapy (ART)
- Advanced Threat Protection (ATP)
- Ages and Stages Questionnaires (ASQ)
- Alcohol - Reducing Violence in the Community (RVC)
- Alcohol (PWP)
- Alcohol and Tobacco Brief Interventions
- Alcohol Identification and Brief Advice (ALC)
- Alcohol Stigma: Stories Behind the Bottle (SBB)
- All Our Health (AOH)
- Allied Health Professionals Careers' Resource (AH-IP)
- Anaesthesia (e-LA)
- Antimicrobial Resistance (AMR)

IV Medication Administration - a Complex Process
Last accessed: 11 Mar 2020

The Intravenous Route

Vascular Access Devices

Risks and Complications of IV Therapy

Fluids and Electrolytes in IV Therapy

Preparation and Administration of IV Medicines
Last accessed: 11 Mar 2020

Drug Calculations in IV Therapy
Last accessed: 11 Mar 2020

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You are encouraged to access the e-learning sessions in the listed order so learning new knowledge links together optimally.

Complete the corresponding e-Assessment after each e-learning session.



Certificates

Live Chat ? Search the e-learning NHS Health Education England

Home My e-Learning My Account ▾ My Activity ▾ Admin ▾ ★ 0 ✓

Reports
Certificates

[My e-Learning](#) | [Full catalogue](#)

Certificates

Select Programme




-  Introduction to Mindfulness (MDL)
-  IV Therapy Passport
-  Statutory and Mandatory Training (SMT)









Certificates

Certificates

Select Programme

-  Introduction to Mindfulness (MDL)
-  IV Therapy Passport
-  Statutory and Mandatory Training (SMT)

Certificates

-  IV Therapy Passport 
-  IV Therapy Passport 
-  IV Therapy Passport eAssessments 



Step 3



Practice learning and assessment

CAPITAL nurse **CAPITAL midwife**  *Health Education England*

IV Therapy Passport

Practice Learning and Assessment document (PLAD)

Name:		Professional Registration Number	
		Or Student Number:	
Organisation name:			
Department or area of clinical practice:			
Started:		Completed:	

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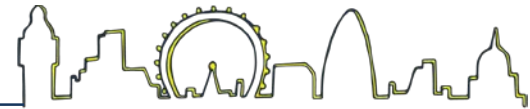


Recording completion of step 1 and step 2



IV Therapy Passport: Record of Learning and Knowledge Assessment

Step 1 Access learning					
Evidence of completion:	Date completed	HCP's signature	Name of Educational Supervisor	Signature of Educational Supervisor	Date
eLfh's learner record or certificate reviewed: <input type="checkbox"/>					
Step 2 Assess knowledge					
Evidence of completion:	Date passed	HCP's signature	Name of Educational Supervisor	Signature of Educational Supervisor	Date
eLfh's learner <u>record</u> or certificate reviewed: <input type="checkbox"/>					



Recording pre-requisite learning

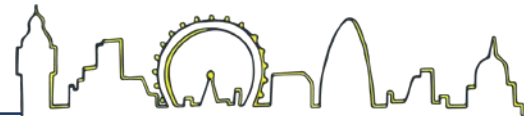
Pre-requisites to Supervised Clinical Practice

Health care professionals must meet the agreed pre-requisites to supervised clinical practice, which are:

- meet organisational requisites to administer non intravenous medication to patients
- complete all required organisational equipment training and assessments, including volumetric infusion pumps and syringe infusion pumps, relevant to IV administration
- complete organisational infection prevention and control (IPC) and aseptic technique training and assessment.
- read and understand organisational policy and guidance in relation to the administration of intravenous medication



	Date completed	HCP's signature	Name of Educational Supervisor	Signature of Educational Supervisor	Date
<u>Non IV</u> Medication administration					
Volumetric & Syringe infusion pump training					
IPC and aseptic technique training					
Organisational policy and guidance					



Learning and assessment planning



Learning and Assessment Plan

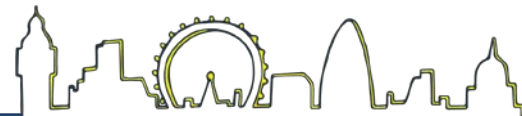
Use this table to plan your learning and assessment with your educational supervisor:

Which Methods of Preparation are relevant to the HCP's current role?		Please tick
Reconstitute IV medication from a powder		Find these proficiencies on page 16
Draw up liquid IV medication, dilute if required in a syringe		
Add IV medication to a bag for infusion		
Use pre-prepared IV medication		
Which Methods of Administration are relevant to the HCP's current role?		
Administer a timed bolus		Find these proficiencies on page 18
Administer an intermittent infusion using an infusion device		
Administer an intermittent infusion calculating drip rate		
Set up, administer and maintain a continuous infusion		
Which Vascular Access Devices are relevant to the HCP's current role?		
Peripheral Access Device Proficiencies		Find these proficiencies from page 20
Peripheral cannula		
Midline catheter		
Central Venous Access Device Proficiencies		Find these proficiencies from page 23
Central venous catheter (CVC) short term non skin tunnelled		
Central venous catheter (CVC) long term skin tunnelled		
Percutaneously inserted central catheter (PICC)		
Implanted Port		



Proficiency assessment

Core Proficiencies					
Proficiency statement	Supervised Practice At least <u>one</u> supervised practice must be completed for each proficiency prior to final assessment Achieved / Not Achieved (initial and date each occurrence)				Final Assessment Achieved / Not Achieved (Initial and date)
Patient					
1. Greet and positively identify the patient (right patient) against prescription					
2. Explain procedure to patient, and family where appropriate, and ensure patient is in a suitable and comfortable position					
3. Ensure informed consent is obtained from the patient or someone with parental responsibility where this is appropriate Or, If it is not possible to obtain informed consent, then the health care professional should demonstrate a clear understanding of the legal basis for administering the medicine					
Planning					
4. Assess patient's prescription to ensure it is clear, unambiguous, and due at this date and time (right time)					



Vascular access device competencies



Central Venous Access Devices (CVAD): Device care and management Initial and date each assessment						
	CVC short term non skin tunnelled		CVC long term skin tunnelled		PICC	
Proficiency statement	Supervised Practice Achieved / Not Achieved	Final Assessment Achieved / Not Achieved	Supervised Practice Achieved / Not Achieved	Final Assessment Achieved / Not Achieved	Supervised Practice Achieved / Not Achieved	Final Assessment Achieved / Not Achieved
1. Provide rationale for CVC placement and suitability for patient						
2. Identify and discuss potential risks and complications of the device and action to take: <ul style="list-style-type: none"> • Infection • Occlusion of the catheter/lumen • Thrombosis • Drug compatibility • Ruptured catheters/air embolism • Dislodged catheters 						
3. Assess external length of the catheter and explain action if evidence of migration exists, referring to organisational guidance						



Record of achievement

Record of Achievement

Record of Achievement:	
Health Care Professionals Name:	
Professional Registration Number Or Student Number:	
Date and Signature of Assessor	
Step 1: Access learning completed	
Step 2: Knowledge assessment completed	
Step 3: Practice Learning and Assessment	
IV PLAD Core proficiencies achieved:	
Which Methods of Preparation proficiencies are achieved?	
Reconstitute IV medication from a powder	
Draw up liquid IV medication, dilute if required in a syringe	
Add IV medication to a bag for infusion	
Use pre-prepared IV medication	
Which Methods of Administration proficiencies are achieved?	
Administer a timed bolus	
Administer an intermittent infusion using an infusion device	
Administer an intermittent infusion calculating drip rate	
Set up, administer and maintain a continuous infusion	
Which Vascular Access Device proficiencies are achieved?	
Peripheral Access Device Proficiencies	
Peripheral cannula	
Midline catheter	
Central Venous Access Device Proficiencies	
Central venous catheter (CVC) short term non skin tunnelled	
Central venous catheter (CVC) long term skin tunnelled	
Percutaneously inserted central catheter (PICC)	
Implanted Port	



Declaration of Practice and Transferable Skills

I declare that I am clinically proficient to safely administer intravenous medication and have successfully completed the Capital Nurse IV Therapy Passport pathway.

I understand that I am considered proficient in the skills for which I have achieved proficiencies as detailed in the Record of Achievement in this passport. I understand that if I transfer to another organisation, I can transfer with these skills.

As an NMC or HPCP registrant, I understand that I am responsible and accountable for my IV therapy practice and am aware that I should bring to the attention of a more senior member of staff where I feel I do not have sufficient knowledge or skills to carry out any aspect of IV medication administration.

I understand that I must practice according to organisational practice guidance and policy.

Professional Development

I understand that if my role changes, I may need to expand my skills to meet the requirements of the next role. To do so, I would need to return to this passport to complete additional proficiencies from the Methods of Preparation, Methods of Administration or Vascular Access Device Proficiencies after discussion with my line manager or clinical practice educator.

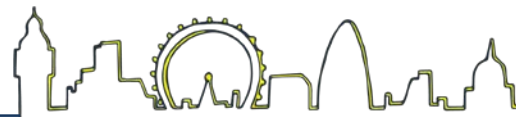
I understand that I must ensure I meet the pre-requisites to clinical practice (page 10) in any organisation I work.

Health Care Professional:	
Name:	Professional Registration Number or Student Number:
Signed:	Date:
Organisation:	
Organisation's approved educational supervisor:	
I certify that is deemed safe and proficient to administer IV medication via the methods and vascular access devices recorded in the Record of Achievement and that they have completed the IV Therapy Passport pathway	
Signed:	Date:
Name:	Professional Registration Number:
Position:	
Organisation:	



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Transfer conversation record

Appendix 1

Transfer Conversation Record

This transfer conversation record is designed to assess and plan the HCP's learning and development needs in IV therapy when they are transferring to a new organisation or changing role.

All skills recorded in the Record of Achievement in the IV Therapy Passport are transferable, but the HCP may need to expand their skills to meet the requirements of their next role.

Review the HCP's current Record of Achievement, then use the form below to guide your conversation and plan the learning and assessment needs.

HCPs can access e-LH e-learning to develop / revise knowledge; this may be particularly relevant for drug calculation skills. Use the IV PLAD for supervision and assessment of new proficiencies.

Review the skills required in the new role and where the HCP's skills and passport will be developed	
Which new Methods of Preparation are required in the new role?	
Reconstitute IV medication from a powder	
Draw up liquid IV medication, dilute if required in a syringe	
Add IV medication to a bag for infusion	
Use pre-prepared IV medication	
Which new Methods of Administration are required in the new role?	
Administer a timed bolus	
Administer an intermittent infusion using a infusion device	
Administer an intermittent infusion calculating drip rate	
Set up, administer and maintain a continuous infusion	
Which new Vascular Access Devices are required in the new role?	
Peripheral Access Device Proficiencies	
Peripheral cannula	
Midline catheter	
Central Venous Access Device Proficiencies	
Central venous catheter (CVC) short term non skin tunnelled	
Central venous catheter (CVC) long term skin tunnelled	
Percutaneously inserted central catheter (PICC)	
Implanted Port	
Make plans to meet other organisational requirements for IV Practice	
<ul style="list-style-type: none">• IPC and Aseptic Technique training• Volumetric and syringe infusion pump training• Non-IV medication administration	<ul style="list-style-type: none">• Organisational policy and practice for IV administration and IPC• Specialist training; critical care, community practice, systemic anti-cancer therapy etc.



Thank you

