Charting an Infuse Volume Event

NOTE: Any infuse volume documented on the MAR through an Infuse event will flow to I & O tab.

1. Click the appropriate task or right-click and select **"Chart Details"** from the menu.

2. The continuous Infusion window opens
3. The **"Begin Bag"** event will be selected by default. Select the **"Infuse"** charting event.

4. In the **"Infuse volume (mL)"** box, enter the amount infused.

5. In the **"From"** date and time boxes, the last charted date/time or the Begin Bag date and time are defaulted. Modify the date and time in the **"From"** and **"To"** boxes if needed.

6. The **"Infused Over"** detail is calculated by the system and displays the Infused Over time

7. The **"Performed by"** box is defaulted to the clinician who logged on. Please verify the name is correct.

8. In the **"Bag #"** box, the number of the bag currently being infused is defaulted.

9. In the **"Site"** field, the site is defaulted in from the last charted IV event. If required, change the site by clicking the drop down arrow to select the IV insertion site from the list.

10. To enter **Comments** relating to the IV event, click **"Comment"** to open the dialog box. Enter a comment and click OK. If a comment is entered, an asterisk is displayed next to the IV event.

11. Click **"Apply"** to save entry. The results are now displayed on the appropriate line in the date and time column.

12. Click the green check mark ✔ on the toolbar to sign the new or modified results.