

Dear New Patient

Welcome to Northwest Kidney Centers! We were the first outpatient dialysis provider in the world. Northwest Kidney Centers is private, non-profit, and committed to being a model in our field in improving the health and survival of people with kidney disease.

Starting dialysis is hard. Our job is to make it easier for you, by educating you and giving you information about how to live well on dialysis.

At Northwest Kidney Centers, we believe in education. Over the next several months, your care team will be spending a lot of time with you to help you understand:

- What you can do to improve your health and survival
- Your kidney disease
- How dialysis works and how it affects your body
- Other treatments—home dialysis and transplant
- What to do in an emergency

If you have questions, ask! Don't be afraid to say if you don't understand something—there is a lot to learn.

Dialysis is a lifesaving treatment. Let's work together to make sure you understand how to make **your life** as long and as healthy as possible.

Let's get started!

Your Northwest Kidney Centers' Care Team

Your Rights as a Dialysis Patient



Your rights as a patient in a Medicare-certified facility	What this means for you:
<i>Respect, dignity, and recognition of his/her individuality and personal needs, and sensitivity to his/her psychological needs and ability to cope with kidney disease.</i>	Staff should always treat you with courtesy and take into consideration your special needs and situation.
<i>Receive all information in a way that he/she can understand.</i>	<p>We try to give clear explanations and to make written materials easy to understand. Always ask if you don't understand.</p> <p>If you need an interpreter, we will provide one at no cost to you.</p>
<i>Privacy and confidentiality in all aspects of treatment.</i>	<p>Private discussions with staff can be scheduled in a room outside of the treatment area.</p> <p>We will use screens, blankets, curtains, etc. to avoid exposing private body parts in the treatment area, but your face and access site must always be visible during dialysis.</p>
<i>Privacy and confidentiality in personal medical records.</i>	We protect the security of your medical records and maintain privacy under HIPAA rules.
<i>Be informed about and participate, if desired, in all aspects of his/her care, and be informed of the right to refuse treatment, to discontinue treatment, and to refuse to participate in experimental research.</i>	<p>You can choose to take part in your care; for example, participating in your plan of care conference, putting in your own needles, etc.</p> <p>You have the right not take part in your care if you choose.</p> <p>We will inform you of any changes in your dialysis treatment prescription and the reasons for those changes.</p> <p>You have the right to refuse any treatment, and to refuse to take part in any experimental research.</p>



Your rights as a patient in a Medicare-certified facility	What this means for you:
<i>Be informed about his/her right to execute advance directives, and the facility's policy regarding advance directives.</i>	<p>You have the right to have an advance directive (a document in which you direct your healthcare decisions if you are unable to speak for yourself).</p> <p>Your dialysis social worker will provide more information about advance directives.</p>
<i>Be informed about all treatment modalities and settings, including but not limited to, transplantation, home dialysis (home hemodialysis, intermittent peritoneal dialysis, continuous ambulatory peritoneal dialysis, continuous cycling peritoneal dialysis), and in-facility hemodialysis. The patient has the right to receive resource information for dialysis modalities not offered by the facility, including information about alternative scheduling options for working patients.</i>	<p>We will provide information on types of dialysis and kidney transplant. Northwest Kidney Centers offers all types of dialysis; hemodialysis in a center and at home, peritoneal dialysis (CAPD and APD). Note: Home dialysis is not available to patients with Acute Kidney Injury (AKI).</p> <p>If you work or go to school, we will do all we can to accommodate your schedule.</p>
<i>Be informed of facility policies regarding patient care, including, but not limited to, isolation of patients.</i>	<p>To protect other patients from disease, patients with certain kinds of infections, such as hepatitis B, must dialyze in special areas or locations.</p> <p>If you should have this kind of infection, you will be informed of changes of location and schedule.</p>
<i>Be informed by the physician, nurse practitioner, clinical nurse specialist, or physician's assistant treating the patient for kidney disease of his/her own medical status as documented in the patient's medical record, unless the medical record contains a documented contraindication.</i>	<p>Your doctor (or his/her nurse practitioner or physician's assistant) must provide you with information about your medical condition.</p>



Your rights as a patient in a Medicare-certified facility	What this means for you:
<i>Be informed of the services available in the facility and charges for services not covered by your insurance.</i>	You will get advance notice of any charges for services not covered by your insurance.
<i>Receive the necessary services outlined in the patient plan of care described in the Conditions for Coverage, section 494.90.</i>	Your care team, which includes you, makes a personalized plan for your care, and you have a right to receive the services in that plan.
<i>Be informed of the rules and expectations of the facility regarding patient conduct and responsibilities.</i>	Your care team will give you a copy of Northwest Kidney Centers' Patient Responsibilities which covers our rules and expectations.
<i>Be informed of the facility's internal grievance process.</i>	You can make a complaint about your care to Northwest Kidney Centers. We have a process for handling complaints to make sure that your concerns addressed. The policy is posted in your center, and we will give you more information on the process.
<i>Be informed of external grievance mechanisms and processes including how to contact the ESRD Network and the State survey agency.</i>	You can make a complaint about your care to the Northwest Renal Network or to the Washington State Department of Health survey agency. The contact information for both is posted in your center.
<i>Be informed that he/she may file internal or external grievances, personally, anonymously or through a representative of patient's choosing without reprisal or denial of services.</i>	<p>You can make complaints anonymously or have another person make the complaint for you.</p> <p>You may continue to receive care at NKC and we will treat you with respect and in a professional manner.</p>



Your rights as a patient in a Medicare-certified facility	What this means for you:
<i>Be informed of the facility's policies for transfer, routine or involuntary discharge, and discontinuation of services to patients.</i>	We have policies about transfers to another center, whether by your choice or because we are discharging you. The policy is posted in your unit, and we will provide an explanation of those policies.
<i>Receive written notice 30 days in advance of an involuntary discharge, after the facility follows the involuntary discharge procedures described in the Conditions for Coverage, section 494.180(f)(4). In the case of immediate threats to the health and safety of others, an abbreviated discharge procedure may be allowed.</i>	We must give you 30 days written notice before discharging you, unless there is an immediate threat to the health or safety of others.

At Northwest Kidney Centers, we take your rights seriously. We are focused on your health, quality of life, and the success of your kidney dialysis treatment.

If you are concerned about your health or general well-being while at an NKC location, please notify a staff person and/or manager as soon as possible.



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Treat others (staff, patients, visitors) with courtesy and respect

- We provide care to patients with a wide range of needs. You can show respect to your fellow patients by:
 - Limiting scents that could trigger allergic reactions in others
 - Using earbuds or headphones
 - Keeping your voice down
 - Avoiding abusive/threatening talk or behavior
 - Not discussing other patients' medical information
 - Refraining from taking photographs, or making video/audio recordings while on our premises

Follow the law when at dialysis clinic

- Help keep our centers safe by:
 - Not bringing guns, knives, or weapons to dialysis
 - Not engaging in illegal activities such as using or selling drugs, or consuming alcohol on the premises
 - Not damaging or stealing equipment and property belonging to NKC or others



Maintain professional relationships with staff

- We promote equal treatment of patients by all staff. You help us do this by:
 - Refraining from giving gifts to staff
 - Not exchanging money with staff for any purpose
 - Avoiding contact with staff through social media, email or phone/texting
 - Not dating staff or engaging in social activities with them

Take responsibility for your care

- You are the most important member of your care team! Keep yourself healthy by:
 - Attending dialysis as prescribed by your nephrologist
 - Taking your medications as prescribed
 - Following fluid and diet restrictions
 - Keeping medical appointments
 - Following emergency procedures in the center and at home, when needed
 - Knowing phone numbers to call for help—your center, your care team, your doctors, transportation

Follow your hemodialysis schedule

- To ensure everyone's needs are met:
 - Arrive 30 minutes before your scheduled “on” time
 - Call as soon as you know you will be late or miss a scheduled treatment
 - We may need to shorten your treatment time if you arrive late
 - Ask for a make-up treatment if you miss your regular treatment
 - Wait in the lobby for staff to call you into the treatment area as chair assignments may change
 - We may need to change your schedule for safety or operational reasons—we will give you as much notice as possible
 - All NKC staff complete extensive training to provide care for all patients
 - We are unable to exclude staff from being assigned to you
 - You have the right to reschedule treatment; speak to the clinic manager if you have care concerns



Remain safe at dialysis

- These guidelines will help ensure a safe and comfortable dialysis treatment:
 - Consider bringing your own blanket, sheet, or pillow (use washable cover)
 - Take items home after each treatment and wash often, using bleach if there are bloodstains
 - Bring only battery-operated electronic devices and ensure they are charged
 - Keep personal items secure as NKC is not financially responsible for them
 - Wear shoes when walking in the center
 - Prepare for your treatment—
 - Get the ice/water you will want
 - Weigh yourself and make note of it
 - Wash your access arm
 - While on dialysis—
 - Keep your face and access visible
 - Only allow staff to adjust your machine
 - Allow blood pressure checks
 - Use wheelchair to go to restroom, or as requested by staff, to prevent falls
 - Hold puncture sites after dialysis

Visitors

- Visitors are allowed except in times of increased infection or safety risk and follow the same guidelines for respect that are expected of patients
 - We may limit the number of visitors or length of visit time depending on space, in the unit, activity, or other situations
 - During a medical emergency, visitors may be instructed by staff to leave the treatment area
 - Children should not accompany their parents to dialysis routinely
 - For infection control, children under age 10 must remain in the waiting area and under the care of an adult
 - Children ages 10 -15 may come into the treatment area under the supervision of an adult other than the patient
 - Please check with your unit for current visitor guidelines and review the Visitor Infection Prevention handout

Let us know when...

- Your name, address, phone, emergency contacts or health insurance has changed
- You want to speak to your social worker, dietitian, nurse, patient finance coordinator, or unit manager
- You wish to speak to staff privately



What are my options?

If you need help with transportation to dialysis, there are two options:

- Paratransit Programs
 - Provided by King, Pierce and Snohomish Counties
 - No insurance or income limitations
- Hopelink/DSHS provided through Medicaid (also known as Apple Health)
 - Income based; available only to people with Medicaid
- Your Social Worker can help you apply

Transportation Line

- Once approved for rides with your county paratransit or DSHS provider, you can:
 - Call and book your own rides
 - Use the NKC transportation line to help arrange your rides for dialysis
- Plan ahead when booking rides—
 - Paratransit rides must be made at least 1 day in advance, not counting holidays
- Tell the call taker if anyone is riding with you or if you use any special equipment like a walker or wheelchair
- Have your appointment time, length and dialysis clinic name ready when you call

When should you call?

- If you need rides to a PD clinic appointment
- If the appointment time or length changes
- If you need to cancel your ride
- If your ride does not come or arrives late

Transportation Line Numbers

- Northwest Kidney Centers ride line
 - (206) 292-2704; toll free (866) 989-4932
 - Requests may be made Monday through Friday between 8:00 AM - 4:00 PM
 - Requests made after 4:00 PM will be handled the next business day
- King County Metro ACCESS
 - (206) 205-5000
- Pierce County Transit Shuttle
 - (253) 581-8000
- Snohomish County DART (Dial-A-Ride)
 - (425) 347-5912
- Hopelink/DSHS
 - King County call (800) 923-7433
 - Pierce County call (855) 553-0355
 - Snohomish County call (855) 766-7433

Getting Ready for PD Checklist



Week 1

- ☐ Liquid soap in a pump (no refills)
- ☐ Paper towels
- ☐ Gentamicin cream
- ☐ Germ-killing cleaner (spray or wipes)
- ☐ Read training manual sections 1 and 2
- ☐ *Daily exit site care (may start week 2)

Week 2

- ☐ Read training manual sections 3 and 4
- ☐ Exit site care – daily (from now on)
- ☐ Prepare treatment area
 - ☐ Handwashing sink nearby
 - ☐ Good lighting
 - ☐ Quiet, low traffic, low airflow (or airflow can be turned off)
 - ☐ Telephone access
 - ☐ Table/worksurface
 - ☐ Quiet, away from distractions
 - ☐ Pets can be kept out of area
 - ☐ Cyclor (APD) requires: power outlet
- ☐ Prepare storage area for supplies
 - ☐ 4'x7' area for boxes
 - ☐ No shelves
 - ☐ Couple smaller areas okay

Week 3

- ☐ Read remainder of training manual
- ☐ Optional: document holder
- ☐ Optional: drain bag holder
- ☐ Supply area ready
- ☐ Treatment area ready

Home Dialysis Agreement

What you can expect from Northwest Kidney Centers:

- A team approach to your care—including your nephrologist, nurse, social worker, dietitian, and you
- Supplies and equipment for dialysis at home
- Training to safely do dialysis at home
- Follow up and monitoring to make sure you're doing well
- Nurse available by phone 24 hours per day, 7 days per week
- Home visits as needed
- Assistance with coordinating travel

Your responsibilities – what we expect of you:

- Complete your treatments as taught in training and as ordered by your nephrologist
 - Understand that your treatment plan may change over time
- Contact your dialysis unit with any problems or concerns
- Return phone calls
- Agree to home visits as needed
- Attend your scheduled clinic visits
- Take your medications as prescribed by your doctors and review them every month with your Home team
- Provide your height, weight and vital signs at clinic visits
- Schedule and keep monthly office visits with your nephrologist
- Complete your Home Dialysis Log each day; **must** include Blood Pressure and Weight
- Have regular monthly blood tests done, as well as other blood tests as requested
- Manage dialysis supplies as covered in your manual, including
 - Ordering supplies on time and in the right amounts
 - Rotating supplies by date and throwing out expired supplies
 - Storing and disposing of used supplies as taught

Note: You may be responsible for courier fees associated with off schedule deliveries

- Let the unit know if you plan to have someone new help with your dialysis
- Participate in your Plan of Care
- Let the travel team know **60-120 days** before taking any trips
 - Advance notice is needed to schedule dialysis in other units or the delivery of supplies; follow the instructions in your training materials
- Notify your unit **60-120 days** before you plan to do dialysis treatments **outside of the United States or in another state**
 - Most insurance plans including Medicare/Medicaid will not reimburse for treatments outside of the United States, in other states, or on a cruise ship
 - If you travel outside the United States, you will be responsible for the cost of supplies and shipping, paid prior to departure
 - For PD patients, AMIA is only supported inside the United States and Canada (you will not have technical support in any other country)
 - HHD cannot be done outside of the United States, and you cannot travel internationally on NxStage

Note: If you are travelling for greater than 30 days you will be required to transfer from NKC to another dialysis provider

If you plan to move:

- Check with the unit to make sure you will still be in the NKC service area
- If you are outside of the NKC service area, we will help you transfer to another dialysis center if necessary

If you do Home Hemodialysis:

- Have a phone available to reach 911 during dialysis
- Have must have access to the internet or have a telephone
- Do water and dialysis solution tests as requested
- Do dialysis with an adult person in the home, unless otherwise approved by the home program
- Your emergency alert device will be activated and available during your dialysis runs
- Complete all treatment logs daily; must include pre and post weights and blood pressures

If, at any time, there is an immediate danger to your health and safety, the care team will arrange for hemodialysis treatments in one of the NKC Facilities.

I have read, or someone else has read to me, the **Home Dialysis Agreement** (v01.24.2023). I have received a copy. I understand the information and agree to the responsibilities, expectations and terms.

Signed:

Patient Name (Print)

X

☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X

☐ Translator ☐ Reader

Date

Home Dialysis Equipment Agreement

Northwest Kidney Centers (NKC) provides you with equipment to be used in your home.

Equipment includes items such as dialysis machines, water treatment systems, blood pressure monitors, warmers, carts, etc.. This equipment remains the property of NKC (or its authorized vendor) at all times.

As needed, we may substitute, replace, or repair these items.

Your responsibilities – what we expect you to do:

- Care for and use the equipment as instructed in your training and manuals
- Keep the equipment in a safe and secure place
- Allow NKC staff (and its authorized vendor staff) into your home, as needed, to work on the equipment
- Do not
 - Use the equipment for other purposes or for other people
 - Change the equipment in any way
 - Attempt to repair (or perform maintenance on) the equipment without instruction from NKC or its vendor
 - Lease, lend, sell, dispose of, or donate the equipment
- Notify us
 - When you receive new equipment
 - If the equipment is damaged or is failing to run correctly
 - If any fluids have leaked into the equipment
 - Plan to travel out of the state with the equipment
 - If you plan to move the equipment to a new address

By signing this form:

- I assume responsibility for the loss or damage to the equipment from obvious neglect, intentional damage, or improper use including damage to equipment occurring during travel.
- I agree to return the equipment no later than 30 days after discontinuing home dialysis or upon request. If equipment is not returned, NKC will pursue appropriate legal action.

I have read, or someone else has read to me, the **Home Dialysis Equipment Agreement** (v9.06.2022). I have received a copy and I understand the information.

Signed:

Patient Name (Print)

X

☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X

☐ Translator ☐ Reader

Date

Home Dialysis Safety Agreement

You need to take certain steps to protect your safety, the safety of others, and your personal property when doing dialysis at home.

Northwest Kidney Centers encourages you to have homeowner's or renter's insurance. We want you to have this protection in the unlikely chance that your home or personal property is damaged.

We do not provide any coverage for damage to your home or personal property—it is your responsibility.

Your responsibilities – what we expect you to do:

- Clean with bleach (one-part bleach to 100 parts water)
 - Your equipment after every dialysis
 - Any blood or body fluid splashed on the floor, chairs, etc.
- Make sure your dialysis area is well lit
- Dispose of any used dialysis supplies (including needles) as instructed
- Place dialysis equipment away from heaters, wood stoves or air conditioner
- Before each treatment, check the dialysis and equipment lines for problems
 - This includes drain lines plus blood and water lines for Home Hemodialysis
- Take steps to prevent someone from tripping on something
 - Secure all lines and cords
 - Keep walkways free of garbage and supplies
- Store supplies as instructed in training materials
- When NKC staff (including delivery personnel, vendors, etc.) are in your home
 - Let staff know if anyone is sick in your home
 - Keep all pets contained
 - Remove any weapons from the dialysis area
 - Do not smoke
 - Have someone be in the home
- Threats, violence, or other illegal activities are not tolerated while staff is present

If you are on Home Hemodialysis, we also expect you to:

- Have enough space around the dialysis equipment for work to be done
- **Important:** Do not ever use an extension cord for home hemodialysis
- Cover any carpet under the dialysis equipment with a rigid, washable surface, such as a desk chair floor protector
- Do your dialysis at the location identified in your home survey
- Use the identified outlet, water supply and drain, and backflow preventer

These requirements help provide for a safe home dialysis setting and prevent unnecessary damage to your home and property. If at any time you fail to meet these requirements, it may not be possible to continue dialyzing at home.

By signing this form:

- I understand that performing dialysis in a home setting involves potential risk of damage to my home and personal property.
- I acknowledge that I have been encouraged to obtain the appropriate homeowner's or renter's insurance to cover any damage that may occur to my home or personal property.
- I understand that Northwest Kidney Centers assumes no responsibility for my home or personal property.

I have read, or someone else has read to me, the **Home Dialysis Safety Agreement** (v9.06.2022). I have received a copy and I understand the information.

Signed:

Patient Name (Print)

X☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X☐ Translator ☐ Reader

Date

Home Programs ESA Agreement

Erythropoiesis-Stimulating Agents (ESA) are a very important part of your treatment. Giving it to yourself as instructed by your nurse makes a big difference in your overall health, and how you feel. Like most medications, it must be taken correctly to avoid problems.

- Your nurse will tell you **how much ESA to take** and **on what days**
- Your ESA will be sent to you as needed by our pharmacy
- If you are not going to be home to get your ESA in the mail, contact the pharmacy
- At your monthly clinic and whenever your ESA changes, your nurse will ask for what you have on hand at home
- Contact your nurse if:
 - You take the wrong amount
 - You missed a shot of ESA because of a hospitalization or another reason

Your nurse must make sure you are taking your ESA safely at home.

If you are unable to manage your ESA, arrangements will be made for you to come to the home dialysis unit to receive your ESA.

I have read, or someone else has read to me, the **Home Programs ESA Agreement** (v9.06.2022). I have received a copy and I understand the information.

Signed:

Patient Name (Print)

X

☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X

☐ Translator ☐ Reader

Date

Patient Name

NKC #

Special Instructions for Supply Orders and Deliveries

It is important for you to manage your supplies as covered in your manual, including

- Ordering supplies on time and in the right amounts
- Rotating supplies by date and throwing out expired supplies
- Storing and disposing of used supplies as taught
- Making plans to receive supplies
- **Call your Home Program Coordinator for urgent supply needs or if you miss your regular scheduled order date**
- **Note:** If you call Baxter or NxStage directly for any URGENT supply needs, you may be responsible for delivery fees associated with those supplies.

Plan ahead—some deliveries require someone to be home. If you are not at home to receive a delivery, the driver may contact the Home Program for further instructions.

Choose One Option

- ☐ **Do** authorize the driver to leave the supplies at the location below:

Location _____

Important: The location should be covered, dry, and accessible to the driver. It is your responsibility to move the supplies into your home. Supplies should not be left outside for long periods of time or in extreme temperatures.

- ☐ **Do not** authorize the driver to leave supplies. I will need to arrange to pick up my supplies with my Home RN.

Signed:

Patient Name (Print)

X

☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X

☐ Translator ☐ Reader

Date

Patient Name

NKC #

Patient Portal Account Registration

Welcome to the NKC Patient Portal, our new web program for home dialysis patients.

This application gives you a secure, round-the-clock way to track your dialysis, and access parts of your medical record. As technology permits, NKC may expand web access to your medical record.

Please complete this form to register for an account.

We encourage you to not share your User ID and Password with others. Please notify us immediately if you believe this information is no longer secure.

Patient Name (print): _____

Email Address*: _____

* The application sends notifications (including password reset information) to this email address. You may change this email in the application at any time.

By signing this form:

- You are authorizing Northwest Kidney Centers to create a Northwest Kidney Centers account associated with the email address listed above.

Signed:

Patient Name (Print)

X

☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X

☐ Translator ☐ Reader

Date

Patient Appointment and Notification Authorization

Welcome to Northwest Kidney Centers **Appointment+**, our appointment notification system for home dialysis patients.

This application gives you the ability to receive text or email notifications of upcoming appointments.

Please complete this form to authorize Northwest Kidney Centers to text and/or email you of upcoming appointments.

Patient Name (print): _____

Email Address: _____

Mobile/Cell Number: _____

By signing this form:

- You are authorizing Northwest Kidney Centers to Text or Email the above email address or mobile/cell phone number with appointment information.

Signed:

Patient Name (Print)

X

☐ Patient ☐ Legal Guardian/Representative ☐ Power of Attorney

Date

Witness Name (Print)

X

Witness Signature

Date

X

☐ Translator ☐ Reader

Date

Clarity Patient Portal Registration Instructions: Step-By-Step

- Open either Microsoft Edge or Google Chrome internet browser
- Log in to Clarity EMR with your credentials
<https://clarity.visonex.net>
- Select **Registration** tab → General Information
- Find and select patient
- Scroll to the bottom of the page, select **Patient Portal Registration**
- Type the **Username** for patient using the following cadence:
“firstname.lastname#### (year of birth)”
- Select **Submit**
- Write down **Registration Code** for patient on the *Patient Portal Sign-up Information* sheet
- Log out of Clarity EMR site
- Go to <https://patient.visonex.net/visonex/patientportal>
- Select **I have a registration code** (located under the blue **I Accept** button)
- Fill in the **Username** and **Registration Code**
- Select **Next**
- Enter **Email**, **Security Pin**, and **New Password** (phone number is not required)
- Select **Next**
- Enter information for **Security Questions 1-3** as listed on the *Patient Portal Sign-up Information* sheet
- Select **Complete User Registration**
- Ask patient to log in to their personal email account with you and **finish setup by selecting the link sent via email**
- Portal registration is complete

Patient Portal Sign-up Information

Use the information below to access your online medical record through the Northwest Kidney Centers Patient Portal, our web program for home dialysis patients.

To access the site, go to <https://patient.visonex.net/visonex/patientportal>

Patient Name: _____

Registration Code: _____

Username: _____

Password: _____

Security Questions:

Question 1: _____

Answer: _____

Question 2: _____

Answer: _____

Question 3: _____

Answer: _____

Equipment – INITIAL ISSUE	
Equipment	Serial #
Amia Cycler	
Baxter Cycler – Home Choice	
Baxter Cycler – Claria	
NKC Chair Scale	
<i>The following items were provided:</i>	
Blood Pressure Monitor	<input type="checkbox"/> Yes <input type="checkbox"/> Personal
Weight Scale	<input type="checkbox"/> Yes <input type="checkbox"/> Personal
Digital Thermometer	<input type="checkbox"/> Yes <input type="checkbox"/> Personal
Heating Pad	<input type="checkbox"/> Yes
Spring Scale	<input type="checkbox"/> Yes
I.V Pole	<input type="checkbox"/> Yes
PPE for Caregiver(s)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

Service Swaps & Final Pickups ONLY	
Equipment	Serial #
NKC Chair Scale	
	Issued
	Returned
FINAL PATIENT PICKUP	
Chair Scale	<input type="checkbox"/> Returned

Staff Instructions: Complete this form when issuing any equipment to patients.

Staff Name (printed)

Staff Signature

Date

Patient Name

NKC #



GET READY FOR PD

Starting Peritoneal Dialysis

☐ Lifestyle options of PD

- PD is therapy you do at home
- Your PD treatment schedule may be set to match your lifestyle
- Doesn't involve blood and needles during treatment
- Offers opportunity to travel

☐ What normal kidneys do

- Clean blood to remove excess waste and water
- Keep body chemicals in balance
- Control blood pressure and help make red blood cells

☐ When kidneys fail

- Waste products build up in the blood
- Body fluids are no longer in balance

☐ Uremia

- A build-up of waste products in the blood when kidneys are not working
- Common uremia symptoms

☐ What is peritoneal dialysis (PD)?

- Peritoneal membrane along with the PD solution filters and cleans the blood
- PD can relieve many of the symptoms of uremia

☐ **The PD catheter**

- Permanent access for PD treatments
- Small flexible tube surgically placed into space called peritoneal cavity
- A transfer set is used to connect the PD catheter to tubing for the PD solution to fill and drain from the peritoneal cavity
- Transfer set remains connected to your catheter and is changed only by PD nurse

☐ **What is a PD exchange?**

- PD exchange removes used PD solution containing waste products and fluid from the body and replaces it with new solution from the peritoneal cavity
- Each exchange has three steps: drain, fill and dwell

☐ **Performing PD at home**

- CAPD and APD are two ways to do PD at home

☐ **How CAPD works**

- CAPD is a manual method of PD using gravity to drain and fill dialysis fluid through PD catheter
- CAPD exchanges are performed by you, usually four times a day
- Drain and fill steps of each exchange take about 30 minutes
- During dwell phase, you go about your normal routine until the next exchange

☐ **How APD works**

- A cycler is used at night during sleep
- Another PD exchange may be needed during the day

☐ **Sexuality and PD**



YOUR DAILY ROUTINE

Keeping Clean

- ☐ **Always wash and dry hands before**
 - Doing exit-site care
 - Gathering your CAPD supplies
 - Connect and disconnect from your PD exchange

- ☐ **Patient demonstrates steps of correct hand washing**
 - Use clean running water and liquid soap in pump dispenser
 - Wash well between fingers and underneath nails
 - Rub hands vigorously
 - Dry hands completely with disposable paper towel
 - Use paper towel to turn off faucets

- ☐ **After hand washing, be careful what to touch**
 - Hand washing makes the hands clean, not sterile
 - After hand washing:
 - Touch only PD supplies and equipment
 - If you touch something else, wash and dry your hands again, or use hand sanitizer

- ☐ **Using hand sanitizer**
 - Alcohol-based hand sanitizer should be used, in addition to regular hand washing, to keep hands clean for PD treatment
 - Use hand sanitizer after you disconnect when PD treatment is completed
 - Patient demonstrates correct use of hand sanitizer
 - Apply enough hand sanitizer to cover and clean your entire hand
 - Rub hands together thoroughly
 - Rub hands together until they are dry



☐ **Clean Environment for PD**

- These words describe the clean environment needed for PD
 - Clean — You have removed most, but not all, germs
 - Sterile — Item is free of germs
 - Aseptic technique — Reduces risk of contamination of sterile PD equipment
 - Contamination — Happens when germs are introduced into a clean or sterile object or environment

☐ **Good cleanliness technique helps keep germs out of peritoneal cavity**

- Wear a mask when doing a CAPD treatment
- Wash and dry hands before every treatment
- Don't cough or sneeze on sterile supplies
- Keep pets out of room during PD, off your bed, and away from CAPD supplies
- Perform catheter care as instructed by your PD nurse
- Keep clothes, bedding, equipment clean

☐ **Areas where contamination can occur during CAPD**

- Exposed or opened end of transfer set
- Open end of CAPD system after pull ring is removed
- Medication port (if medication is added to solution bag)

☐ **Problems with accidental contamination and what to do**

- Sterile connections are touched: Throw them away, start with new supplies
- Open end of transfer set is touched or dropped: Close clamp, cap it, and call PD nurse, as directed
- Inside of disconnect cap is dropped or touched: Throw out, then start again with new disconnect cap

Setting Up for CAPD in Your Home

☐ Things to consider at home for CAPD

- Table/surface for performing an exchange
- Storage for PD supplies
- Good source of light
- Access to a phone
- IV pole or place to hang solution bag

☐ Other requirements for the rooms

- Room should be quiet and distraction-free
- No pets in the room
- Doors, vents and windows closed
- Fans turned off
- Germ-killing cleanser used for counter or table top where exchange is being performed
- You can travel with CAPD; use the same room set-up guidelines as at home and follow aseptic technique

☐ 7 Steps for hand washing/gelling

Taking Care of Your PD Catheter and Exit Site

☐ Exit site care — check your PD catheter and transfer set

- Transfer set is tubing that connects to your catheter
- Wash and dry your hands before caring for your catheter and exit site
 - Check catheter and transfer set once exit site is healed, before each treatment, and each time you do exit site care
 - Catheter and transfer set should be free of tears, cracks, slits, and holes
 - Catheter and transfer set should be immobilized
 - Make sure connection of catheter to transfer set is tight
 - Your nurse will change the transfer set about every six months
 - If you note a problem, do not proceed with PD treatment

☐ Gathering supplies for exit site care

- Gauze or clean washcloths
- Liquid antibacterial soap or cleaning agent
- Antibiotic cream or ointment
- Cotton-tip swabs or gauze
- Tape or bandage
- Immobilizing device

☐ **How to care for your PD catheter and exit site**

- Exit site care is important to help avoid infection
- Start by checking your exit site
 - It should not be red, painful, swollen, or have drainage
 - Feel around the catheter tunnel, where the catheter tunnels under the skin to where it exits the body
 - Tunnel should not be tender or swollen
- Wash and dry your exit site
 - Start washing close to the catheter, washing in a circle around and away from catheter
 - Rinse completely
 - Dry skin close to catheter, drying in a circle around and away from catheter where it exits the body
- Leave crusts and/or scabs in place
- Place antibiotic cream or ointment and secure exit site
 - Put pea-size amount of cream/ointment on swab or gauze, then put cream/ointment on exit site
 - Secure your catheter
 - If exit site gets wet or dirty, repeat exit site care
- Secure catheter while you sleep; this prevents accidental pulling or tugging
 - Your nurse will show you how to secure catheter
 - Immobilizing device or tape may be suggested

How to Identify Signs and Symptoms of Exit Site Infection or Peritonitis

☐ **Exit site infection**

- Healthy site is normal in color and has no drainage
- Infected site may be red, tender, swollen, or have drainage



☐ **Peritonitis**

- Cloudiness in PD drain bag and fibrin may be seen
- Symptoms: feeling sick, fever, stomach pain

☐ **When to call the PD nurse**

- Problems with catheter or transfer set
- Problems with exit site or tunnel
- Possible peritonitis
- When your belly doesn't feel right

☐ **What to do if you have a problem with your PD catheter or exit site**

- Redness, drainage, swelling, or soreness at exit site; call PD nurse, as directed
- Irritation around exit site: Secure your catheter to prevent tugging; call PD nurse, as directed
- Tunnel infection: If there is redness, drainage, swelling, or soreness in area along catheter; call PD nurse, as directed
- A crack, slit, or hole in the transfer set: Put a clamp on the transfer set and call PD nurse immediately
- Leaking around the exit site: Call your PD nurse immediately, and do not do any PD exchanges until you have talked to your nurse
- A hole or crack in your catheter: Put a clamp on the catheter between the hole or crack and yourself, call your PD nurse immediately, and do not do any PD exchanges until you have talked to your nurse
- Cloudy drained solution, fibrin, stomach pain, fever, feeling sick (nausea, vomiting): Call your PD nurse immediately, check if you have cloudy fluid in the drain bag, and save the cloudy bag

- ☐ **Your PD access**
- ☐ **Protecting your PD access in water**
- ☐ **Blood pressure**
- ☐ **Taking your blood pressure**
- ☐ **Metric system for PD patients**

DOING EXCHANGES

Steps for a Safe Treatment

- ☐ **Three things to do before every PD treatment**
 - Weigh yourself and record weight
 - Take blood pressure and record it
 - Do a physical assessment
- ☐ **Clean, aseptic and sterile**
 - Clean: most, but not all, of the germs have been removed
 - Aseptic technique: reduces the risk of contamination of sterile PD equipment
 - Sterile: completely free of germs
- ☐ **Sterile supplies that should not be touched**
 - Inside of the MiniCap disconnect cap
 - Transfer set tip, after the MiniCap disconnect cap is removed
 - Patient connector end of the UltraBag System, after the pull ring is removed



☐ **Common areas where contamination can occur**

- Connection to UltraBag System
- Ports on solution bags
- Connection to your transfer set

Get Ready for Your PD Treatment

☐ **1. Prepare the work area**

- Appropriate work area for PD preparation is identified
- Approved cleaning agent is used to clean the work area

☐ **2. Gather supplies for CAPD**

- Mask
- Hand sanitizer
- UltraBag Solution Delivery System
- Two red UltraBag tubing clamps
- MiniCap disconnect cap

☐ **3. Use aseptic technique**

- Wear a mask
- Wash and dry hands thoroughly
 - After hand washing, touch only PD supplies and equipment
 - If something else is touched after hand washing, wash and dry hands again, or use hand sanitizer



- ☐ **4. Check the PD solution bag using SEAL**
 - S — Strength of the solution
 - E — Expiration date
 - A — Amount (correct volume of PD solution)
 - L — Leaks are not present
 - Also check frangibles in solution bag to be sure frangibles are intact

- ☐ **5. Do final checks on each bag before exchange begins**
 - PD solution is clear
 - Medication port and pull ring are in place
 - Also check frangibles in solution bag to be sure frangibles are intact
 - All three must be OK. If not, discard bag and replace it with one that meets the checks

- ☐ **6. Prepare to connect and disconnect**
 - Use aseptic technique when handling UltraBag System and supplies
 - Place the transfer set so it can be reached easily
 - Put on a mask
 - Wash and dry hands

- ☐ **7. Start your recommended CAPD connection procedure**
 - Perform the PD treatment following all instructions

What to Do After Your PD Treatment

☐ Disposal of waste materials

- After treatment, empty fluid from drainage bag into the drainage area, then clamp or tie lines to prevent leaks
- Place materials in a tightly sealed garbage bag before discarding with household trash, if allowed
- Recycle boxes and overpouches, if applicable

☐ Problem of PD solution not flowing in or out and what to do

- One or more clamps may be closed: During drain — make sure there is no UltraClamp tubing on the drain line and the transfer set twist clamp is open. During fill — make sure there is no UltraClamp tubing on the fill line and the transfer set twist clamp is open.
- Tubing or catheter is kinked: Straighten out the tubing and the catheter.
- Catheter, tubing, or frangible is blocked by fibrin: Gently squeeze the line or bend the frangible back and forth to loosen the fibrin and allow fluid to pass. Call your PD nurse.
- Constipation: Talk to your PD nurse or dietician about your diet and ways to prevent constipation.
- Air in the CAPD system fill line: Close the transfer set twist clamp, remove the clamp from the drain line, gently squeeze the solution bag, and observe air and fluid flowing to the drain bag. Then reclamp the drain line, open the transfer set clamp, and try to fill again.

☐ Problems with drained solution and actions to take

- Drained fluid is cloudy: Call PD nurse ASAP. Do not wait for next exchange. Save fluid in drain bag and bring to dialysis unit or emergency department.
- Drained fluid has white strands: call PD nurse, as directed.
- Drained fluid is pink: Call PD nurse, as directed.
- Drained fluid is dark yellow, but clear: Discuss with or call your PD nurse.

- ☐ **Problem of solution leaking during an exchange and what to do**
 - CAPD system tubing came apart from the transfer set: Close the transfer set and place a new MiniCap disconnect cap. Do not complete the exchange, and call your PD nurse immediately.
 - Transfer set came apart from the catheter: Place a clamp on the catheter to stop the drainage, and do not complete the exchange. Close the transfer set clamp, disconnect from the exchange system, put on a new MiniCap disconnect cap, and call your PD nurse immediately.
 - Hole in the exchange system: Close the transfer set clamp and disconnect from the exchange system. Put on a new MiniCap disconnect cap and call your PD nurse immediately.

- ☐ **Problem of solution being too cold, flowing too fast, or air in the patient's line**
 - Solution is too cold: Warm the solution bags as instructed, drain the cold solution, and inflow the warmed solution. If pain continues, call your PD nurse immediately.
 - Solution is flowing into the peritoneal cavity too fast and is associated with abdominal pain or discomfort: Partially close the transfer set clamp or lower IV pole.
 - Air in the patient line: Always flush the lines as instructed. If pain continues, call your PD nurse.

- ☐ **Protection for PD helpers**

- ☐ **Importance of following steps—CAPD exchange**

- ☐ **CAPD exchange—key points**

- ☐ **What to do about accidental contamination**

CONTACTS

- ☐ Important phone numbers
- ☐ How to contact your PD team
- ☐ Getting help
- ☐ Maps and directions to PD clinics and the distribution center

PROBLEM GUIDE

- ☐ Emergency kits

Making Decisions At Home About Your Care—Patient demonstrates the ability to make the correct decision about care in the following problems:

- ☐ Problems during your treatment
 - I cannot fill or drain
 - My solution is too cold and I feel abdominal pain or discomfort
 - My solution is flowing into the peritoneal cavity too fast and I feel abdominal pain or discomfort
 - My catheter, tubing, or frangible is blocked by fibrin
 - My drained fluid is cloudy
 - My drained fluid is clear but it has white strands (fibrin) in it
 - My drained fluid is pink
 - My drained fluid is dark yellow
 - I have cramping or pain during drain



☐ Possible contamination

- There is a crack or hole in my catheter or transfer set
- My transfer set came apart from the catheter
- The PD system tubing came apart from my transfer set during an exchange
- There is a hole in the exchange system
- I touched or dropped the open/exposed end of my transfer set
- I accidentally touched the sterile parts while making a connection

☐ Problems with your catheter or exit site

- There is a leak around my exit site
- I have irritation around the exit site
- I have symptoms of an exit site or tunnel infection such as redness, tenderness/pain, or drainage at the exit site

☐ Other problems

- I have stomach pain and/or a fever
- I have symptoms of uremia such as loss of appetite and fatigue, even though I am doing my exchanges
- I am not urinating as much
- I am having trouble keeping to my exchange schedule
- I have symptoms of the flu, common cold, or cough
- I am constipated
- I have shoulder pain

☐ Hernias

☐ Potassium: too high or too low

MANAGING FLUID

☐ **Fluid in your body**

- Fluid weight
- Body weight
- Fluid Weight + Body Weight = Total Weight

☐ **What affects fluid in your body when your kidneys don't work**

- Salt (sodium) you consume affects how much fluid you drink and retain
- Fluid you drink or eat
- Urine output
- Amount of fluid removed by PD
- Your PD nurse and/or dietician will help you set how much fluid you can drink each day
- Patient understands daily amount of fluid to drink

☐ **How fluid balance affects your health**

- Keeping fluid in balance helps you and your physician manage your health
- Too much fluid can lead to swelling, high blood pressure, trouble breathing or rapid weight gain
- Too little fluid can lead to low blood pressure, dizziness, nausea or rapid weight loss

☐ **Fluid balance is important because it may help you avoid issues such as:**

- Too much fluid (fluid overload)
- Too little fluid (dehydration)
- If you notice more or less urine output, call your PD nurse, as directed

☐ **Checks to do every day**

- Weigh yourself and record it
 - Your PD physician and nurse will determine your target weight
- Take your blood pressure as you were taught and record it
- Record your ultrafiltration information if you use a cyclor
- Record this information on your home treatment record sheets or as directed. Bring these records to your next doctor visit

☐ **Checks to do every day (continued)**

- Urine output: keep track of it
- Swelling: check morning and later in the day around your eyes and in your hands, lower legs, ankles
- How you feel
- Tell your PD nurse if you have symptoms of sudden weight gain or weight loss, high or low blood pressure, swelling, difficulty breathing, dizziness, or nausea.

☐ **Fluid overload**

- Fluid overload is having too much fluid in your body
- Can occur when PD treatments remove too little fluid from your body, when you drink too much fluid, or your urine output decreases.
- Fluid overload may cause some or all of these symptoms:
 - Rapid weight gain
 - High blood pressure
 - Swelling and puffiness in your face and around eyes, hands, lower legs and ankles, especially in the morning and evening
 - Tightness in rings, waist bands, shoes
 - Trouble breathing when walking, climbing stairs, lying down

☐ **What to do for fluid overload**

- Consume less fluid
 - Divide your fluid for the day between meals and snacks
 - Know how much fluid a cup or mug holds and use it all the time
 - Talk to your PD nurse about using a higher-strength PD solution and how long you should use it
 - Limit salt intake
- If your symptoms do not improve, call your PD nurse as directed

☐ **Dehydration**

- Dehydration is having too little fluid in your body
- Can occur when PD treatments remove too much fluid from your body, if you are not drinking enough fluid, or if your urine output increases.
- Symptoms: rapid weight loss, low blood pressure, feeling dizzy or sick, nausea or vomiting

☐ **What to do for dehydration**

- Consume more fluid
- Talk to your PD nurse about using a lower-strength PD solution and how long you should use it
- Eat salty foods like crackers
- If your symptoms do not improve, call your PD nurse as directed

☐ **Choosing PD fluids**

- There are three strengths of dextrose (sugar) dialysis solution
- The numbers tell you how much dextrose the bag contains
- Solution with higher amount of dextrose removes more fluid from your body than solution with lower amount of dextrose
 - 1.5% - Low dextrose solution, which removes the least amount of fluid
 - 2.5% - Mid-range solution
 - 4.25% - High dextrose solution, which removes the most fluid compared to 1.5% and 2.5% dextrose solutions
- Your PD nurse will work with you to select the best solution strength for your needs
- For some treatments, you may use two different concentrations of solution or all of the same strength
- Talk to your PD nurse if you have questions about solution or about choosing a higher or lower strength solution

☐ **Using “My Guide for PD Treatments” to choose strength of PD solution**

- Factors to record in chart:
 - Weight
 - Blood pressure
 - Body swelling

MANAGING YOUR CARE

☐ **Medications and labs**

☐ **Your clinic visit**

☐ **Preparing for medical procedures**

Ordering Your Peritoneal Dialysis (PD) Supplies

☐ Information booklet on PD supplies

- “Managing Your PD Supplies at Home” booklet from Baxter HomeCare Services provides details on ordering, delivery, storage, disposal, travel, and support questions
- Keep the booklet and refer to it when you have questions
- Booklet has important phone numbers for contacting Baxter HomeCare Services

☐ First supply and equipment order

- Dialysis unit determines your supply order
- Dialysis unit places your first order of supplies and equipment
- First order will be largest and may include:
 - Dialysis machine
 - Blood pressure cuff
 - Scale
 - 25 or more cases of PD solution
 - Tubing sets and other disposable products
 - IV pole

☐ Ordering your supplies

- Use delivery schedule to see when to place order and when order will be delivered
- Count and record the number of unopened boxes you have on hand
- Place order at least ten business days before scheduled delivery date
- Call Baxter HomeCare Services Representative and use inventory form to place order
- You will get pre-delivery phone call from HomeCare Services telling you the delivery date and time



☐ **When your delivery arrives**

- Baxter Service Specialist will:
 - Bring supplies into your home
 - Rotate boxes on request
 - Ask for your signature

☐ **Check delivery**

- Use the packing list to check that delivery is correct, noting:
 - Number of cases
 - Solution strength
 - Other supplies

☐ **Also check supplies for:**

- Holes or damage to cases
- Wrapping and sealing of sterile supplies
- Expiration date has not passed

☐ **Emergency supplies**

- If you need emergency supplies, call your PD nurse, as directed
- Ordering supplies outside your normal timeframes may add unwanted charges and fees

☐ **How to store your supplies**

- Store in clean, dry area
- Store at room temperature, avoiding extreme heat or cold
- Keep supplies in original cartons
- Keep away from pets, insects, rodents
- Place oldest supplies in front to use first
- If supplies are delivered by a Baxter Service Specialist, that employee will rotate supplies, upon request
- Do not store supplies outside (sheds or garages may be acceptable)

☐ **Issues with supply order and action to take**

- Supplies will run out before next delivery: Call your PD nurse, as directed
- Ordered or delivered supplies, PD solution volume, or dextrose concentration was incorrect or not part of your order: Refuse portion of delivery that was wrong: Call your PD nurse or Baxter, as directed
- Inventory count was wrong, or delivery was short of supplies: Call your PD nurse or Baxter, as directed

☐ **Traveling with PD**

- Use the Travel Checklist to ensure you have all of your supplies
- Baxter will send only full boxes of solution, cassettes, and caps
- Partial boxes and remainder of supplies must be brought by patient

YOUR LABS

☐ **Understanding your monthly labs**

☐ **PD adequacy**

☐ **Your PET (Peritoneal Equilibrium Test)**

YOUR MEDICATIONS

Understanding Your Medications

☐ Medications and You

- Medications are an important part of your treatment, determined by your kidney doctor
- Always follow the medication instructions from your kidney doctor or PD nurse
- Don't take any medications that were not prescribed/ ordered by your kidney doctor, including laxatives, vitamins or herbal supplements
- If you get a new medication from a doctor other than your kidney doctor, call your PD nurse before taking it
- Keep a list of all medications, dosages and drug allergies with you at all times. Include PD solutions on the list of your medications

Common medications and why they are important

☐ Erythropoietin – to help make more red blood cells

- When kidneys fail, they no longer make enough of this hormone
- Too few red blood cells cause anemia
- Your PD nurse may give you an erythropoietin injection. Or, you may be trained to give it to yourself at home

☐ Iron – to help make red blood cells

- Iron pills or iron infusions may be needed to increase amount of iron in your blood
- Iron must be taken exactly as your doctor prescribed
 - Don't take with phosphate binders, antacids, or milk
 - Iron pills work best when taken on empty stomach
 - If you get an upset stomach, check with doctor or PD nurse

- ☐ **Stool softeners – to promote easier bowel movements**
 - Constipation can interfere with PD treatment and cause PD catheter to work poorly
 - Contact PD nurse if you become constipated

- ☐ **Blood pressure medications – to control blood pressure**
 - Your doctor will prescribe the type and amount you need
 - Follow your schedule for taking your blood pressure medication

- ☐ **Phosphate binders – to remove phosphorus from the body and keep bones healthy**
 - When kidneys don't work, they can't remove phosphorus
 - Many types exist; your doctor will prescribe best one for you
 - Must be taken with meals or snacks to be effective

- ☐ **Vitamin D – to keep bones strong and healthy; works with calcium**
 - When kidneys fail, active form of vitamin D in body decreases

- ☐ **Adding medications to dialysis solution**
 - Your PD nurse will give you information and training on this, if needed
 - Heparin
 - Antibiotics
 - Insulin

- ☐ **Heparin – to help maintain catheter flow when fibrin is present**
 - Fibrin is white material that can be present in drained PD solution. It is often present in patients with peritonitis
 - Call your PD nurse if you notice fibrin in your drained PD solution
 - Not all patients need heparin

- ☐ **Antibiotics – to treat an infection**
 - Your doctor will prescribe best antibiotic for you
 - Take antibiotic as prescribed and until all doses are taken
 - If antibiotic is added to solution bag, add it for the designated number of days

- ☐ **Insulin – to help maintain blood sugar levels (for some diabetics)**
 - Your PD nurse will instruct you how to take insulin

- ☐ **Your clinic visit**

- ☐ **Preparing for medical procedures**

- ☐ **IV iron**

- ☐ **Anemia**

- ☐ **Home preparation of Mircera**
- ☐ **Giving yourself a Mircera injection**
- ☐ **Safe sharps disposal**
- ☐ **Understanding prescription labels**
- ☐ **My medications**

NUTRITION

- ☐ **Getting started on the PD diet**
- ☐ **The PD plate method**
- ☐ **Diabetes and blood sugars**
- ☐ **Ready for a change?**
- ☐ **Disaster diet planning**

Eating Well on Peritoneal Dialysis (PD) **Foods you need to stay healthy**

☐ **Potassium**

- Why potassium is important
- What foods are high in potassium
 - Potassium brochure
- Signs and symptoms of a low potassium
 - What to do if you think you have a low potassium
- Sick Day Foods brochure

☐ **Protein**

- Why increasing protein is important
- What foods are high in protein
 - Protein brochure

☐ **Sodium and fluid**

- Why managing sodium and fluid intake are important
 - Sodium brochure
- What foods are high in sodium, what alternatives are there
- How to manage your thirst and fluid intake

☐ **Constipation**

- Why are regular bowel movements important for PD

☐ **Communicating with your dietitian**

- Business Card and contact information

LIVING WITH PD

- ☐ **Transportation for PD patients**
- ☐ **What your Social Worker can do for you**
- ☐ **Depression and your health**
- ☐ **Positive steps to well-being**

PREPARING FOR DISASTER

- ☐ **Surviving a disaster**
- ☐ **Dialysis Emergency 5 Day Meal Plan**
- ☐ **Disaster Planning—What to Have at Home**

CAPD Training Acknowledgement



Completion of signatures on this form certify that both the trainee(s) and the training nurse(s) believe trainee(s) are competent to perform CAPD.

Indications of competence required:

1. Demonstrate a safe CAPD exchange
2. Demonstrate recording vital signs and treatments
3. Respond safely when there is a problem with CAPD treatments
4. Verbalize how to get help for CAPD treatment problems

Patient Date _____

Others trained Relationship Date _____

Others trained Relationship Date _____

PD nurse Date _____

PD nurse Date _____

PD nurse Date _____

Completion of signatures on this form certify that both the trainee(s) and the training nurse(s) believe trainee(s) are competent to perform **APD** using the cyclor.

Cycler: AMIA Claria Other:_____

Indications of competence required:

- 1 Demonstrate safe **APD** cyclers set ups and treatment on the cyclers
- 2 Demonstrate recording vital signs and treatments
- 3 Respond safely when there is a problem with **APD** treatments
- 4 Verbalize how to get help for **APD** treatment problems

Patient _____ Date _____

_____ Date _____

Others trained _____ Relationship _____

_____ Date _____

Others trained Relationship

PD nurse _____ Date _____

PD nurse _____ Date _____

PD nurse _____ Date _____



- 1** Hand washing is the most important way to protect yourself from germs and help prevent infection.

True False

- 2** You should wash your hands before you do which of the following?

- a. Do your exit-site care
- b. Gather your supplies
- c. Connect and disconnect from your PD exchange
- d. All of the above

- 3** Good hand washing means you must do which of the following?

- a. Use plenty of clean running water and liquid soap in a pump dispenser
- b. Wash well between your fingers and underneath your nails
- c. Rub your hands vigorously
- d. Dry your hands completely with a disposable paper towel
- e. All of the above

- 4** If you rub your eye after washing your hands, you should wash and dry your hands again or use hand sanitizer.

True False

- 5** To use hand sanitizer correctly, you should do which of the following?

- a. Apply enough hand sanitizer to cover and clean both hands
- b. Rub your hands together thoroughly
- c. Use enough hand sanitizer to last for at least 20-30 seconds
- d. All of the above

- 6** It is important that you do your PD treatment as you were trained to help keep germs from entering your peritoneal cavity.

True False

- 7** If you drop or touch the inside of the MiniCap disconnect cap, you should throw away the cap and start again with a new one.

True False

- 8** You should store your solution bags in an area without excessive heat or cold.

True False

- 9** You should do your PD exchanges in a clean room without distractions and give all attention to what you are doing.

True False

- 10** During the summer, you may leave the windows open or the fan on while you set up for your PD treatment.

True False



- 1** Antibiotic cream on the exit site helps to prevent infection.

True False

- 2** Before exit site care, it is important to look at your exit site and the area around it to make sure which of the following is not present?

a. Redness
b. Swelling
c. Drainage
d. All of the above

- 3** To check your catheter tunnel (area where the catheter is placed under the skin), feel along it with your fingers. It should not be tender or swollen.

True False

- 4** If crusts or scabs are present on your exit site, you should leave them in place until they fall off on their own.

True False

- 5** A healthy exit site should not have drainage.

True False

- 6** Which of the following are signs of an exit site infection?

a. Redness
b. Drainage
c. Tenderness
d. All of the above

- 7** Which of these may be signs and symptoms of peritonitis?

a. Stomach pain
b. Fever
c. Cloudy fluid
d. All of the above

- 8** You should report signs of redness, swelling or soreness at your exit site to your PD nurse, as directed.

True False

- 9** Which action should you take if there is a hole in your catheter?

a. Put a clamp on the catheter between the hole and yourself
b. Call your PD nurse immediately
c. Do not do any more exchanges
d. All of the above

- 10** If you feel sick, have a fever or stomach pain, or see cloudy fluid in your drain bag, you should call your PD nurse immediately.

True False



- 1 You should weigh yourself, take your blood pressure, and do a physical assessment before every PD treatment.
True False
- 2 Aseptic technique is used to keep germs from coming in contact with sterile supplies.
True False
- 3 If you touch the inside of the MiniCap disconnect cap, the cap is contaminated.
True False
- 4 Which of these are common areas of contamination?
 - a. Connection to UltraBag System
 - b. Ports on solution bags
 - c. Connection to your transfer set
 - d. All of the above
- 5 After you clean your work surface, it is sterile.
True False
- 6 Always wear a mask when you connect or disconnect from your transfer set.
True False
- 7 You need to check the PD solution bag before your treatment.
True False
- 8 After your PD treatment, empty all fluids from drainage bags and lines into your drainage area.
True False
- 9 What should you do if the tubing or catheter is kinked?
 - a. Place an UltraClamp tubing on the drain line
 - b. Close the transfer set clamp
 - c. Straighten out the tubing and the catheter
- 10 What should you do if the drained fluid is cloudy?
 - a. Call your PD nurse immediately
 - b. Tell your doctor at your next clinic visit
 - c. This is nothing to worry about



- 1** Keeping your fluid in balance will help you prevent fluid overload and dehydration.

True False
- 2** Too much fluid can lead to swelling, high blood pressure, trouble breathing, and rapid weight gain.

True False
- 3** If you notice less urine output, tell your PD nurse, as directed.

True False
- 4** PD solution comes in just one strength.

True False
- 5** What should you do each day to check your fluid balance?

 - a. Weigh yourself and record it
 - b. Take your blood pressure and record it
 - c. If you use a cycler, record your ultrafiltration information
 - d. All of the above
- 6** In the morning, check for swelling around your eyes.

True False
- 7** If you have too much fluid (fluid overload) in your body, you should:

 - a. Consume less fluids
 - b. Limit salt (sodium) intake
 - c. Talk to your PD nurse about using a higher-strength PD solution
 - d. All of the above
- 8** If you have too little fluid in your body (dehydration), you should:

 - a. Consume more fluid
 - b. Talk to your PD nurse about using a lower-strength PD solution
 - c. Eat some salty foods
 - d. All of the above
- 9** When choosing PD fluids, a 1.5% dextrose solution will remove the least amount of fluid.

True False
- 10** What are some of the actions you should take if you have swelling or puffiness in your face, hands, lower legs, or ankles?

 - a. Check your weight and blood pressure
 - b. Check to make sure you are using the correct PD solution
 - c. Decrease your fluid and salt intake
 - d. All of the above



- 1 What information is included in the booklet “Managing Your PD Supplies at Home”?
 - a. Ordering
 - b. Delivery
 - c. Storage
 - d. Waste Disposal
 - e. All of the above
- 2 Your dialysis unit will place your first supply order.

True False
- 3 How do you know when your delivery will arrive?
 - a. This information is on the delivery schedule from Baxter
 - b. An automated pre-delivery phone call from HomeCare Services will tell you this information
 - c. All of the above
- 4 Your mailman will deliver your supplies to the front door of your home.

True False
- 5 When your delivery arrives, use the packing list to check your supplies to be sure your delivery is correct.

True False
- 6 When your delivery arrives, what should you check your cases for?
 - a. Damage, including holes
 - b. Wrapping and sealing of sterile supplies
 - c. Expiration date has not passed
 - d. All of the above
- 7 Store your supplies in a clean, dry room that is away from pets, insects, rodents, and extreme heat or cold.

True False
- 8 Place the newest supplies in front of the older ones in your supply storage area.

True False
- 9 It is important to keep track of your supplies and dialysis solution.

True False
- 10 In which of the following situations should you call your PD nurse with questions about your supplies or equipment?
 - a. If your last delivery was short of supplies
 - b. If you need emergency supplies
 - c. If the ordered or delivered supplies or solutions were incorrect or not part of your order
 - d. All of the above



1 Check with your doctor or PD nurse before taking any non-prescribed or over-the-counter medications.

True

False

2 It is important to keep a list of all your medications, dosages, and any drug allergies with you at all times.

True

False

3 Which of the following is true about iron?

- a. Iron pills work best when taken on an empty stomach
- b. Iron should not be taken with phosphate binders, antacids, or milk
- c. If you get an upset stomach, check with your doctor or PD nurse for suggestions to relieve your symptoms
- d. All of the above

4 Stool softeners help promote softer, easier bowel movements.

True

False

5 Blood pressure medication works best when taken on the schedule your doctor has prescribed.

True

False

6 To be most effective, phosphate binders should be taken at the same time as your meals or snacks.

True

False

7 Vitamin D works with calcium in your body to keep your bones strong and healthy.

True

False

8 Which of the following medications may be ordered by your physician to be added to your dialysis solution?

- a. Insulin
- b. Antibiotics
- c. Heparin
- d. All of the above

9 Which of the following is true about heparin?

- a. Heparin may be used to maintain catheter flow when fibrin is present
- b. Heparin helps your body make more red blood cells
- c. Heparin helps maintain your blood sugar level

10 If your doctor has ordered antibiotics, you may stop taking them once you feel better.

True

False



- 1 Which of the following foods will help you do your best on PD?
 - a. Protein rich foods
 - b. Packaged and processed foods
 - c. Chicken noodle soup
- 2 Why is it important to eat a low sodium diet?
 - a. It tastes better
 - b. You like it more
 - c. It helps control blood pressure and thirst
- 3 Your diet may change based on your monthly lab results.

TrueFalse
- 4 Which of these groups are considered high potassium that you need to eat more?
 - a. Bread, noodles, rice
 - b. Bananas, oranges, tomatoes, avocados
 - c. Jell-O, soup, cranberry juice
- 5 Which is NOT a way to control phosphorous in your diet?
 - a. Taking binders with meals
 - b. Limiting to one serving of dairy each day
 - c. Avoiding processed and packaged foods
 - d. Enjoying bananas and tomatoes
- 6 How can you avoid weight gain on PD (choose more than one)?
 - a. Use the 1.5% dextrose (yellow) solution
 - b. Increase your exercise
 - c. Limit foods that are not high protein or potassium
 - d. Eat a high salt diet

Quiz Answer Key for RNs



Quiz Title	Answers
CAPD Keeping Clean and Setting Up	1-True, 2-d, 3-e, 4-True, 5-d, 6-True, 7-True, 8-True, 9-True, 10-False
CAPD Taking Care of Your Catheter and Exit Site	1-True, 2-d, 3-True, 4-True, 5-True, 6-d, 7-d, 8-True, 9-d, 10-True
CAPD Steps for a Safe Treatment	1-True, 2-True, 3-True, 4-d, 5-False, 6-True, 7-True, 8-True, 9-c, 10-a
Managing Fluids on Peritoneal Dialysis (PD)	1-True, 2-True, 3-True, 4-False, 5-d, 6-True, 7-d, 8-d, 9-True, 10-d
Ordering Your Peritoneal Dialysis Supplies	1-e, 2-True, 3-c, 4-False, 5-True, 6-d, 7-True, 8-False, 9-True, 10-d
Understanding Your Medications	1-True, 2-True, 3-d, 4-True, 5-True, 6-True, 7-True, 8-d, 9-a, 10-False
Eating Well on Peritoneal Dialysis (PD)	1-a, 2-c, 3-True, 4-b, 5-d, 6-a,b,c
APD Keeping Clean and Setting Up	1-True, 2-e, 3-True, 4-c, 5-True, 6-True, 7-b, 8-b, 9-e
APD Taking Care of Your Catheter and Exit Site	1-True, 2-e, 3-True, 4-c, 5-True, 6-True, 7-b, 8-b, 9-e
APD Steps for a Safe Treatment	1- b, 2-True, 3-d, 4-True, 5-e, 6-True, 7-True, 8-True, 9-a, 10-a