1. Cleanse the venipuncture site with a ChloraPrep Swabstick. Place the foam swab flat side down on the skin and apply the ChloraPrep solution using a back-and-forth motion for 30 seconds covering a 1.5 to 2 inch area. **Let the skin dry before puncture.** To avoid renewed contamination, do not touch the venipuncture site. If drawing blood from a catheter port, clean the port in a similar fashion as a venipuncture site.
2. Remove the flip-off cap from the vial. Wipe off the top of the blood culture vial with a 70% isopropyl alcohol and leave the pad on top of the bottle until the blood is ready to be injected. **Do not use iodine to disinfect the tops of vials.**
3. Obtain appropriate volume of blood with a 21-gauge needle and a syringe or a blood collection adapter (vacutainer) and 21-gauge butterfly needle. Use only with a butterfly needle. Do not attempt a direct draw into the Bactec bottles with a Vacutainer.
4. To lessen the chance of contamination, a Steri-Drape may be used as a surface to lay sterile items such as the syringe, needle and transfer device. Open the Steri-Drape and position on a nearby table or across the patient to serve as a barrier between sterile devices and non-sterile areas.
5. After properly cleansing the venipuncture site, sterile gloves may be worn to lessen the chance of contamination during the collection process.
6. If a needle and syringe is used, transfer the appropriate amount of blood into the bottles under aseptic conditions. **Always fill the Bactec aerobic vial first.**
7. If collecting blood from an existing line, do NOT flush or waste any blood from the line. If the patient’s line is colonized, obtaining a sample from the line is critical and should not be discarded.
8. Do not collect blood culture samples at the time of IV starts. This can lead to possible contamination due to the large bore needle used for typical IV’s.
9. Blood cultures collected from a line that was used to administer antibiotic therapy is acceptable because the blood culture vials contain particles that absorbs antibiotic. .
10. If a collection adapter (vacutainer) is used, proceed with the following steps:
	1. Mark the bottle label at the desired fill level. Each tick mark approximates 5 ml.
	2. Attach adapter to a compatible threaded butterfly needle.
	3. Perform the venipuncture.
	4. Press the vacutainer down over the top of the bottle. Hold down during collection. Monitor to insure proper blood flow and fill level**. Remember to fill the aerobic vial first followed by the anaerobic vial.**
	5. Upon obtaining the desired fill level, remove the vacutainer and continue to fill additional bottles as needed.
	6. Remove the vacutainer from the last bottle filled and discard in the appropriate sharp container.
11. Gently mix bottles to prevent clotting.
12. After venipuncture use a Saline wipe (Sali wipe) to remove all residual chloraprep from infant’s skin less than 12 months of age.
13. Label all specimen vials (bottles) with the patient’s name, date and time of collection and order of draw (1, 2, 3).  **Do not write over or cover the bottle bar code label in any way.**
14. **It is extremely important that all blood culture vials be labeled accurately. Do not use collection manager labels printed by anyone other than the person collecting the specimen. If this cannot be avoided, draw a single line through the incorrect information ( collection time, method of collection and/or collector) and legibly add the correct information.**

Return specimens to laboratory for processing. If using the pneumatic tube system to transport vials to the laboratory, remember that the vials are glass. Please take care to package the vials appropriately to avoid breakage.