10. Appendix 4: Information on Injection Procedure [Novartis]

INFORMATION FOR THE HEALTHCARE PROFESSIONAL

The following information is intended for healthcare professionals only.

Before using the syringe, please read the following information carefully.

Each Xolar syringe contains a pre-filled syringe individually sealed in a plastic wrapper.

Parts of the pre-filled syringe

**Parts**
- Needle cap
- Needle guard
- Finger flange
- Activation clips
- Plunger rod

**Fill line**

Xolar syringes are intended to be used by a healthcare professional only.

Preparing the syringe for use

Prior to completion of the injection, avoid contact with the device activation clips (see first illustration) to keep from prematurely covering the needle with the needle guard.

1. Take the box containing the syringe out of the refrigerator and leave it for about 20 minutes so that it reaches room temperature (leave the syringe in the box to protect it from light).
2. If necessary, the syringe can be returned to the refrigerator for use at a later time, but this must not be done more than once. The cumulative time during which the syringe is kept at room temperature must not exceed 4 hours.
3. When you are ready to use the syringe, wash your hands thoroughly with soap and water.
4. Clean the injection site.
5. Remove the plastic tray from the box, peel back the paper cover, and remove the syringe.
6. Inspect the syringe. DO NOT USE if it is broken or if the liquid looks cloudy or contains particles. In all these cases, return the entire pack to the pharmacy.
7. Holding the syringe horizontally (as shown below), look into the viewing window to check the dose (75 mg) of medicine and the expiry date printed on the label. Note: Rotate the inner part of the syringe assembly as shown below so that the label can be read in the viewing window.

**DO NOT USE** if the product has expired or if the dose is incorrect. In both these cases, return the entire pack to the pharmacy.

8. Hold the syringe vertically with the plunger uppermost and tap the side of the syringe against your fingers to allow the air bubble to rise.
9. Check to see if the liquid level is at or above the minimum fill line. If the liquid is below the fill line, return the entire pack to the pharmacy.
Using the syringe

1. Holding the syringe with the needle pointing upwards, carefully pull off the needle cap from the syringe and discard it. Do not touch the exposed needle. Then, gently tap the syringe with your finger until the air bubble rises to the top of the syringe. Slowly push the plunger up to force the air bubble out of the syringe without inadvertently expelling solution.

2. Gently punch the skin at the injection site and insert the needle.

3. Holding onto the finger flange, slowly depress the plunger as far as it will go. If any solution leaks from the injection site, insert the needle further.

4. Keeping the plunger fully depressed, carefully lift the needle straight out from the injection site.

5. Slowly release the plunger and allow the needle guard to automatically cover the exposed needle. Hold gauze on the injection site for approximately 30 seconds.

Disposal instructions

Dispose of the used syringe immediately in a sharps container.