Review the following steps for safely preparing and administering a single type of insulin with a syringe. Note: These instructions are not for patients using an insulin pen or a non-needle injection system.

Getting Ready

- Take the insulin out of the refrigerator 30 minutes before the injection to allow it to come to room temperature. Tip: The vial of insulin you are using can be kept at room temperature for up to 28 days.
- Gather your supplies, including the insulin, a syringe (needle attached), alcohol wipes, and a container for sharps disposal.

Filling the Syringe - One Type of Insulin

- Wash your hands with soap and water.
- Examine the vial to make sure you have the right insulin and that it is not expired.
- Inspect the insulin for color or clarity. If clumps, solid white particles or crystals are found in the bottle, throw it out and get another bottle. NPH (intermediate-acting) insulin is cloudy and must be rolled between your hands to mix it. Do NOT shake the bottle.
- Remove the plastic cap and clean the rubber lid with an alcohol wipe.
- Uncap the needle and pull back the plunger to draw air into the syringe equal to the number of units of insulin to be given.
- Insert the needle into the rubber lid of the insulin bottle and push the plunger to force the air into the bottle.
- Keep the needle in the bottle and turn the bottle and the syringe upside down.
- Position the tip of the needle so it is below the surface of the insulin and pull back on the plunger to get the right dose of insulin into the syringe.
- Check the syringe for air bubbles before removing the syringe from the bottle. If there are bubbles, tap the syringe so the bubbles float to the top. Push the bubbles back into the insulin bottle, then pull back to get the correct dose.

How To Inject Insulin

Giving the Injection

- Choose an injection site and make sure it is clean and dry. Do NOT use an alcohol wipe on the injection site.
- Pinch the skin and inject the needle at a 45-degree angle all the way into the skin.
- Release your fingers from pinching and inject the insulin slowly and steadily.
- Leave the needle in the skin for five seconds after injecting.
- Pull the needle out at the same angle at which it was injected.
- Place the used needle into a biohazardous or "sharps" container. There is no need to recap it.