

Instructions on how to use NovoEight®

READ THESE INSTRUCTIONS CAREFULLY BEFORE USING NOVOEIGHT®. NovoEight® is supplied as a powder. Before injection (administration) it must be reconstituted with the solvent supplied in the syringe. The solvent is a sodium chloride buffer. The reconstituted NovoEight® must be injected into your vein (intravenous injection). The equipment in this package is designed to reconstitute and inject NovoEight®. You will also need an infusion set (tubing and butterfly needle), sterile alcohol swabs, gauze pads and plasters. These devices are not included in the NovoEight® package.

Do not use the equipment without proper training from your doctor or nurse. Always wash your hands and ensure that the area around you is clean.

When you prepare and inject medication directly into the veins, it is important to **use a clean and germ free (aseptic) technique**. Improper technique can introduce germs that can infect the blood.

Do not open the equipment until you are ready to use it.

Do not use the equipment if it has been dropped, or if it is damaged. Use a new package instead.

Do not use the equipment if it is expired. Use a new package instead. The expiry date is printed after expiry on the outer carton, on the vial, on the vial adapter, and on the prefilled syringe.

Do not use the equipment if you suspect it is contaminated. Use a new package instead.

Do not dispose of any of the items until after you have injected the reconstituted solution.

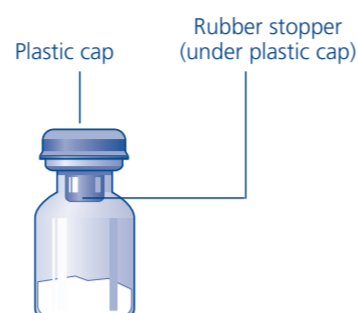
The equipment is for single use only.

Contents

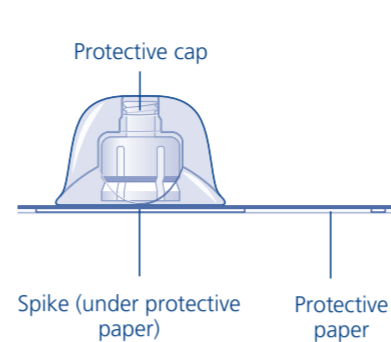
- The package contains:
- 1 vial with NovoEight® powder
 - 1 vial adapter
 - 1 prefilled syringe with solvent
 - 1 plunger rod (placed under the syringe)

Overview

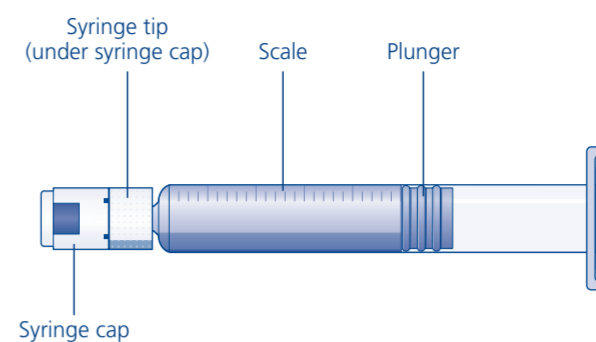
Vial with NovoEight® powder



Vial adapter



Prefilled syringe with solvent

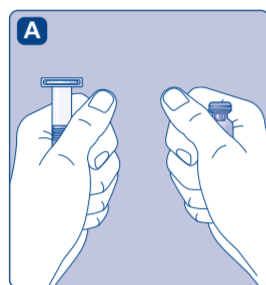


Plunger rod

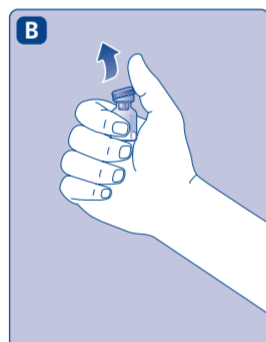


1. Prepare the vial and the syringe

- **Take out the number of NovoEight® packages you need.**
- **Check the expiry date.**
- **Check the name, strength and colour of the package, to make sure it contains the correct product.**
- **Wash your hands** and dry them properly using a clean towel or air dry.
- Take the vial, the vial adapter and the prefilled syringe out of the carton. **Leave the plunger rod untouched in the carton.**
- **Bring the vial and the prefilled syringe to room temperature.** You can do this by holding them in your hands until they feel as warm as your hands.
- **Do not use any other way to heat the vial and prefilled syringe.**

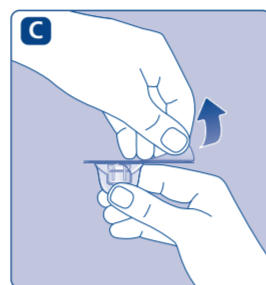


- **Remove the plastic cap** from the vial. **If the plastic cap is loose or missing, do not use the vial.**
- **Wipe the rubber stopper with a sterile alcohol swab** and allow it to air dry for a few seconds before use to ensure that it is as germ free as possible.
- **Do not touch the rubber stopper with your fingers as this can transfer germs.**

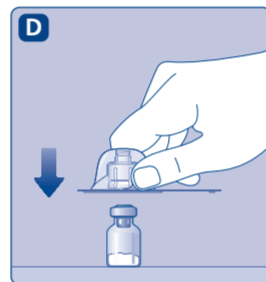


2. Attach the vial adapter

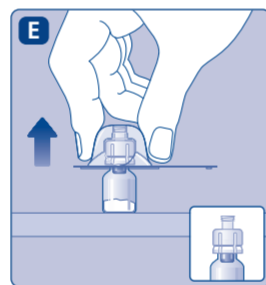
- **Remove the protective paper** from the vial adapter. **If the protective paper is not fully sealed or if it is broken, do not use the vial adapter. Do not take the vial adapter out of the protective cap with your fingers.** If you touch the spike on the vial adapter, germs from your fingers can be transferred.



- **Place the vial on a flat and solid surface.**
- **Turn over the protective cap,** and snap the vial adapter onto the vial.
- **Once attached, do not remove the vial adapter from the vial.**

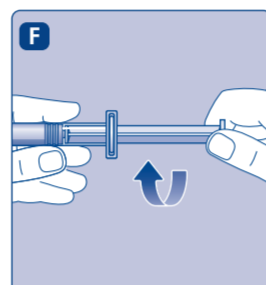


- Lightly **squeeze the protective cap** with your thumb and index finger as shown.
- **Remove the protective cap** from the vial adapter. **Do not lift the vial adapter from the vial** when removing the protective cap.

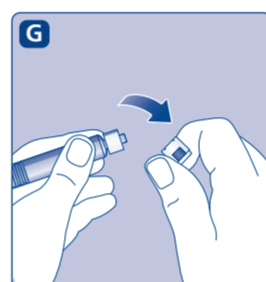


3. Attach the plunger rod and the syringe

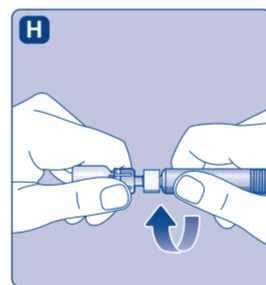
- Grasp the plunger rod by the wide top end and take it out of the carton. **Do not touch the sides or the thread of the plunger rod.** If you touch the sides or the thread, germs from your fingers can be transferred.
- **Immediately** connect the plunger rod to the syringe by turning it clockwise into the plunger inside the prefilled syringe until resistance is felt.



- **Remove the syringe cap** from the prefilled syringe by bending it down until the perforation breaks.
- **Do not touch the syringe tip under the syringe cap.** If you touch the syringe tip, germs from your fingers can be transferred.
- **If the syringe cap is loose or missing, do not use the prefilled syringe.**

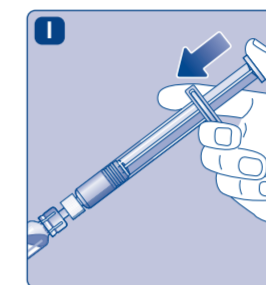


- **Screw the prefilled syringe securely** onto the vial adapter until resistance is felt.

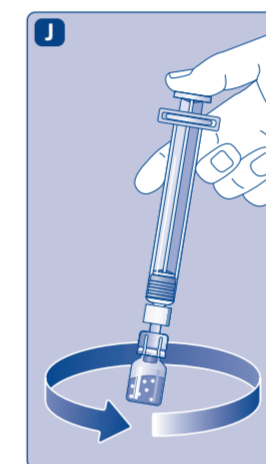


4. Reconstitute the powder with the solvent

- **Hold the prefilled syringe slightly tilted** with the vial pointing downwards.
- **Push the plunger rod** to inject all the solvent into the vial.



- **Keep the plunger rod pressed down and swirl** the vial gently until all the powder is dissolved.
- **Do not shake the vial as this will cause foaming.**
- **Check the reconstituted solution.** It must be clear to slightly opalescent (slightly unclear). **If you notice visible particles or discolouration, do not use it.** Use a new package instead.



NovoEight® is recommended to be used immediately after it has been reconstituted. This is because if left, the medicine may no longer be sterile and could cause infections.

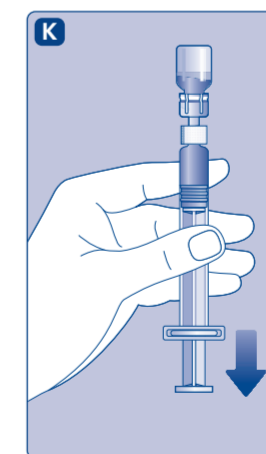
If you cannot use the reconstituted NovoEight® solution immediately, it should be used within 4 hours when stored below 30°C and within 24 hours when stored at 2°C – 8°C. Store the reconstituted product in the vial, still with the vial adapter and the syringe attached.

Do not freeze reconstituted NovoEight® solution or store it in syringes.

Do not store the solution without your doctor's advice. Keep reconstituted NovoEight® solution out of direct light.

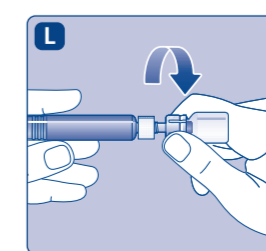
I If your dose requires more than one vial, repeat steps **A** to **J** with additional vials, vial adapters and prefilled syringes until you have reached your required dose.

- **Keep the plunger rod pushed completely in.**
- **Turn the syringe** with the vial upside down.
- **Stop pushing the plunger rod and let it move back** on its own while the reconstituted solution fills the syringe.
- **Pull the plunger rod slightly downwards** to draw the reconstituted solution into the syringe.
- **In case you only need part of the entire vial, use the scale on the syringe to see how much reconstituted solution you withdraw, as instructed by your doctor or nurse.**



- If, at any point, there is too much air in the syringe, inject the air back into the vial.
- While holding the vial upside down, **tap the syringe gently** to let any air bubbles rise to the top.
 - **Push the plunger rod** slowly until all air bubbles are gone.

- **Unscrew the vial adapter** with the vial.
- **Do not touch the syringe tip.** If you touch the syringe tip, germs from your fingers can be transferred.



5. Inject the reconstituted solution

- NovoEight® is now ready to inject into your vein.
- Inject the reconstituted solution as instructed by your doctor or nurse.
 - Inject slowly over 2 to 5 minutes.
 - Do not mix NovoEight® with any other intravenous infusions or medications.

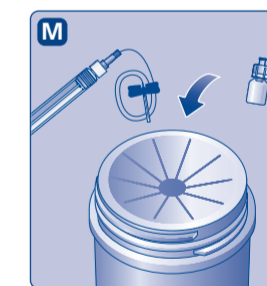
Injecting the solution via central venous catheter or permanent port:

- Use a clean and germ free (aseptic) technique. Ask your doctor or nurse for specific instructions.
- If the line needs to be flushed before or after NovoEight® injection, use sodium chloride 9 mg/ml (0.9%) solution for injection.

Disposal

- **After injection, safely dispose** of all unused NovoEight® solution, the syringe with the infusion set, the vial with the vial adapter and other waste materials as instructed by your pharmacist.

Do not throw it out with the ordinary household waste.



Do not disassemble the equipment before disposal. Do not reuse the equipment.