**How to Use an Insulin Pen**

**Pick the Place (Site) to Inject**

Sites to inject include:
- Back of upper arms
- Stomach (around navel)
- Front and side area of thighs
- Rear end (buttocks)

Stay 1 inch away from the last few injection sites. Stay 2 inches away from the belly button (navel) and any scars. Do not use sites that are bruised, tender, swollen or hard to the touch.

**Taking Your Insulin**

1. Clean the skin with an alcohol pad. Let the alcohol air-dry.

2. Take the cover off the pen. You can see the insulin in the pen.

3. If you are using a cloudy insulin, gently roll the pen between your hands to mix the insulin.

4. Use alcohol to clean the end of the pen where the needle twists on.

5. Peel back the cover on the needle. Screw the needle onto the pen. The needle should be snug but not too tight.
6. To clear the air out of the pen:
   • Remove the cap from the needle
   • Turn the dose dial to 2 units
   • Hold the pen so the needle is up in the air
   • Push the end of the pen in to clear the air
   • Watch the tip of the needle for a drop of insulin. You may need to do this more than once to see the drop of insulin on the needle.

7. To set your dose of insulin, turn the dial clockwise until you see the number for your insulin dose.

8. With one hand pinch and hold the skin at the site where you inject the pen. (You don’t need to do this if you are using an 8mm or smaller pen needle.)

9. Push the needle straight into the skin in a straight, quick motion. The needle should be all the way into the skin.

10. Using your thumb, push the end of the pen down slowly until the dial reads 0 (zero). Make sure the needle is all the way in the skin before pushing in the insulin.

11. If you used a pen needle larger than 8 mm let go of the pinch of skin. Wait a few seconds.

12. Pull the needle out.

13. Remove the needle from the pen. Throw it into the needle disposal container.

14. Put the cover back on the insulin pen.

Talk to your doctor or diabetes-care provider if you have any questions about using your insulin pen.

*This handout is not for use by someone using an insulin pen with a disposable (throw-away) cartridge.