

Autopen[®] 24

Instructions for use

English



Autopen 24 is an easy to use insulin injection pen, designed for use with 3.0ml sanofi aventis insulin cartridges. Compatible with all pen needles*.

PLEASE FOLLOW THESE STEP-BY-STEP INSTRUCTIONS CAREFULLY BEFORE USING THE AUTOPEN 24.

Failure to follow these instructions may result in an inaccurate dose.

*Data on file.
Content correct at
time of publication.

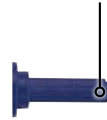


Pen components

Autopen[®] 24



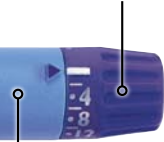
Internal plunger



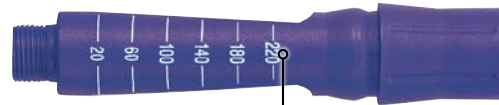
Release button



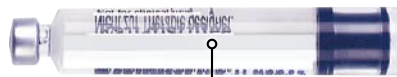
Dose selector



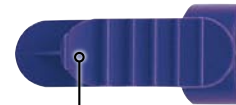
Pen body



Cartridge holder



Cartridge



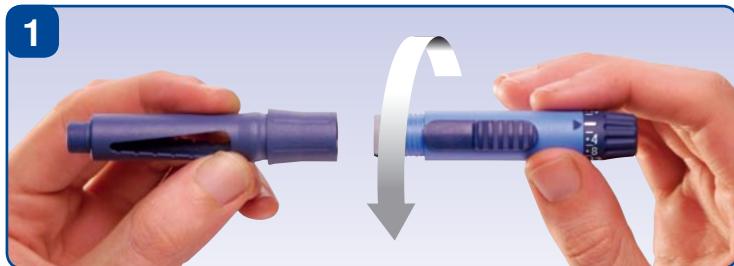
Release button extension
simply clips onto release button for improved grip



Dose selector adaptor
fits onto dose selector for easier dialing

Loading a cartridge

Autopen[®] 24



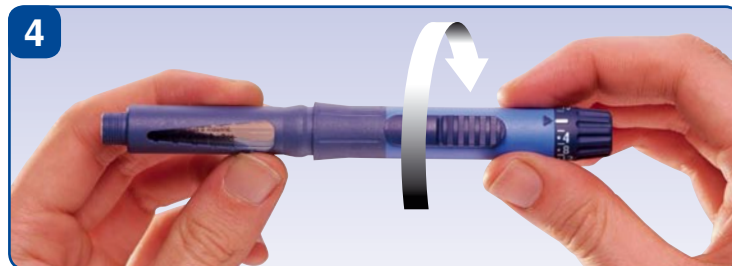
1 Pull off the pen cap and unscrew the pen body from the cartridge holder.



2 Check to ensure that the internal plunger is fully retracted (fig. 2). If the internal plunger is extended, please refer to step 12 (fig. 12) to see how to wind it back in.



3 Load the insulin cartridge into the cartridge holder, metal cap in first.



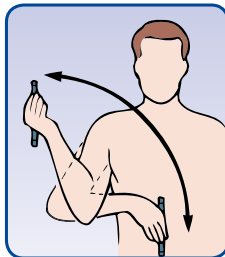
4 Screw the cartridge holder and pen body firmly together.



Peel the protective film from a new pen needle. Screw the pen needle **straight** onto the cartridge holder (fig. 5). Remove the outer protective cap and needle cap from the pen needle.

***If the cartridge contains longer acting NPH (Basal) insulin, turn the pen up and down at least 10 times as per cartridge instructions. Then attach the needle to the pen cartridge holder.**

Steps 6 & 7 must be followed before each injection.



It is important to prime the Autopen 24 before use to remove any air that may be inside the needle. When using a new cartridge dial 8 units on the dose selector (fig. 6a/6b).



Hold the Autopen 24 with the pen needle pointing up. Push and hold the release button towards the needle until the arrow ► on the pen body returns to the start line ■ on the dose selector. On subsequent occasions you need only dial to 2 units.

Repeat dialing and releasing 2 units until insulin appears at the needle tip (fig. 7a/7b).

The Autopen 24 is now ready for use.

If the start line ■ on the dose selector does not return to the arrow ► on the pen body, please refer to the Priming Advice information found on the reverse of the pictorial instructions.

If during step 7 the dose selector does not return to the start line and no insulin has been expelled, this may indicate one of two possibilities.

1. The pen needle that you are using could be blocked. If so, remove the pen needle currently attached to the pen and replace with a new one. Then return to steps 6 & 7.
2. The cartridge bung may require releasing. If so, follow these steps:
 - A. Replace the outer protective cap onto the needle
 - B. Unscrew the cartridge housing.
 - C. Hold down the release button towards the internal plunger until the starting line on the dose selector returns to the arrow on the body.

D. Dial up 8 units on the dose selector without screwing the device back together and simply push and hold down the release button towards the internal plunger until the starting line on the dose selector returns to the arrow on the body.

E. Without rewinding the internal plunger, screw the cartridge holder and body firmly together. This will release the cartridge bung and as a result expel some insulin, however the device will not be primed.

F. Repeat steps 6 & 7 thus priming the device fully.

Injecting your dose

Autopen[®] 24



Make sure the arrow ► on the pen body points to the start line ■ on the dose selector.

Dial up the number of units required.

Never attempt to dial back the dose selector, as doing so may damage the Autopen 24 and result in inaccurate dosing.

If at any time the dose has been over dialed, we recommend that the incorrect dose is fully expelled and the required dose is redialed.

Make sure before injecting that the arrow ► points towards the correct number of units on the dose selector. For example, figures 8a and 8b show the correct position for 20 units of insulin delivery.



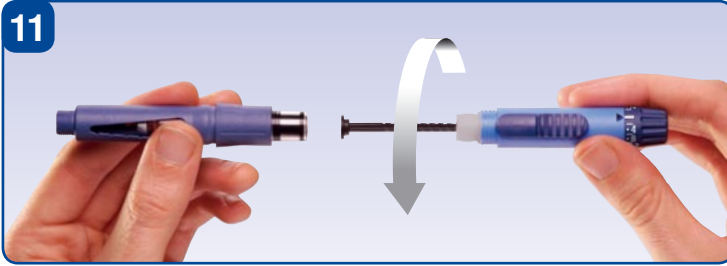
Insert the needle using the injection technique recommended by your healthcare professional. Push the release button towards the pen needle and hold it in place until the start line on the dose selector returns to the arrow on the pen body ► ■. Count to 10 before removing the needle from the skin.

If the dose selector stops before the start line ■ returns to the arrow ►, this indicates that you have not received a full dose. The dose selector will show the number of units that must be injected to complete the insulin dose.



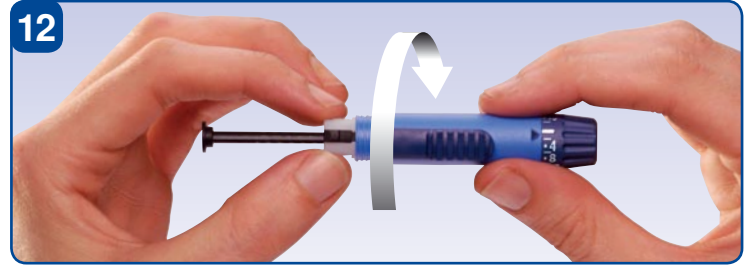
Reattach the white outer protective needle cap and unscrew the pen needle. Always check your pen needle has been removed. Replace the pen cap onto the Autopen 24. Dispose of used pen needles carefully in accordance with the advice given by your healthcare professional or local regulations.

11



Remove the needle, unscrew the cartridge holder from the pen body and remove the cartridge.

12



Rewind the internal plunger by holding the grey lower part of the pen body between the thumb and finger. Turn the pen body until the internal plunger is fully retracted. Then return to step 3 to load the next cartridge.

- Autopen 24 should be used only after consultation with your healthcare professional.
- Autopen 24 is only for use with 3.0ml sanofi aventis insulin cartridges.
- Read and follow the manufacturer's instructions provided with your insulin cartridges. Please store your insulin at the temperature recommended by the manufacturer.
- Before each injection check that the Autopen 24 contains the correct insulin type, as prescribed by your healthcare professional.
- Always ensure that Autopen 24 has been primed in accordance with the instructions detailed in steps 6 & 7. Failure to follow the exact priming procedures could result in an inaccurate dose being delivered.
- The needle should be removed and safely disposed of immediately after each injection. If the needle is left on it may become blocked and affect the dose delivered.
- If when removing the pen needle any seepage of insulin is found, it is possible that you may not have injected the full insulin dose. Do not try to make up for the shortfall in your insulin dose by giving a second injection (otherwise you will be at risk from low blood sugar). As a precaution we suggest you check your blood sugar at regular intervals and refer to your insulin instructions for use or contact your healthcare professional.
- Consult your healthcare professional should you encounter abnormal blood glucose levels.

General information

Autopen[®] 24

Storage and cleaning

The Autopen 24 should always be stored or carried with the needle removed, and the pen cap on.

To clean the Autopen 24, wipe with a damp cloth. Do not immerse in water.

Unifine[®] Pentips[®]

PEN NEEDLES

Sterility is guaranteed if the package seal is undamaged.

STERILE | EO



Warranty information

This product is guaranteed against manufacturing defects for two years from date of purchase. In the unlikely event of failure, please contact your local Owen Mumford office. Returning the device will not affect your statutory rights.

Please check the contents of the package as listed on the outside of the box.

The Autopen[®] 24 has been thoroughly tested and meets the dose accuracy requirements of ISO 11608-1.

Autopen[®] is a registered trademark of Owen Mumford.

Sanofi aventis is a trademark of the sanofi aventis group of companies.

All trademarks are acknowledged.

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Manufactured in the UK by

 **OWEN MUMFORD**

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