1.Place a gauze pad over the puncture site and quickly remove the needle.Gently invert tubes containing an additive 5–8 times.Dispose of the syringe and needle as a unit into an appropriate sharps container.Place a sheathed needle or butterfly on the syringe.Holding the needle in line with the vein, use a quick, small thrust to penetrate the skin and vein in one motion.When bleeding stops, apply a fresh bandage, gauze or tape.2.4.5.6.7.8.9.10.11.