

ITC Hemochron Signature Elite/ ACT-LR Competency Assessment

Date: _____ Site: _____ Operator Name: _____ Title: _____ JHED ID: _____

Trainer check: Initial _____ 6-month _____ Annual _____ Attach the completed and signed Direct Observation checklist and My Learning certificate

Competency Category	Performance Indicator	CAP Element	Assessment Tool	Criteria Met	Criteria Not Met	Remedial Action
				Trainer v		
Reagent Stability and Storage	Maintains a working knowledge of cuvette and QC storage: - Records open and expiration dates on cuvettes and QC vials. - Does not use expired reagents.	6	Exam Direct observation			
QC Performance	Adheres to QC policies and procedures. - Runs appropriate QC levels at the defined frequency. - Verifies QC is within acceptable limits. - Adheres to defined corrective action for out-of-range QC results. - Demonstrates performance of QC and obtains acceptable results – See below.	1,2,3,4,5	Direct observation Exam			
Specimen Collection	Adheres to policy for specimen collection and application of blood sample to the cuvette well. – See observation checklist.	1	Direct observation			
Routine Patient Test Performance	Maintains patient/specimen identity throughout the process. Adheres to the POCT procedure and obtains accurate results. Complies with safety protocols.	1	Direct observation			
Factors Influencing Test Results	Interprets and evaluates test results in regards to test limitations.	6	Direct observation Exam			
Documentation of Reporting of Results	Interprets and evaluates test results appropriately. Connects and downloads the meter successfully. Handles and communicates abnormal or unexpected results appropriately.	2,3	Direct observ. Review of records			
Blind sample testing	Obtains results within the expected range for proficiency, QC or correlation samples	5	Review of records			
Problem-solving skills	Identifies problems that may adversely affect test performance, corrects the problem or notifies appropriate personnel. Documents corrective action. Demonstrates the use of “POCT Consult” on EPIC Secure Chat.	6	Exam Direct Observation			
Safety	Adheres to Standard Precautions protocol throughout testing procedure. Disinfects the meter. Discards biohazardous materials, including sharps, according to policies.	1	Direct observation Exam			
Procedure review	Demonstrates ability to locate the current procedures online: POCT M001: ACT-LR POCT M008: Hemochron QC Demonstrates ability to locate the POCT website. Reads the current revision of the procedures.		Operator Acknowledgment Direct Observ.			
				Operator Initials (acknowledges responsibility for procedure content):		

QC Performance	Lot Number	Exp. Date	Range	Result	Pass/Fail?
LQC-N					
LQC-A					
Cuvettes					

I have reviewed this checklist and observed this operator. This operator:

- A. Is competent to perform ACT testing on the ITC Hemochron Signature Elite.
- B. Requires retraining before continuing to perform ACT testing. Retraining date: _____

Trainer signature: _____ Date: _____
 Operator signature: _____ Date: _____ rev. 10-2018