



Accula™ SARS-CoV-2 Test Initial Training and Competency

Date: _____ Site: _____ Operator Name: _____ JHED: _____

Competency Category	Performance Indicator	Assessment Tool	Criteria Met	Criteria Not Met	Remedial Action
			Trainer v		
eLearning	New testing personnel up-to-date on eLearning quiz <i>prior</i> to initial training (Completion Date: _____)	Exam			
Reagent Stability and Storage	Maintains a working knowledge of Test Kits and Dock Storage: - Records open dates on Test Kits when opening. - Knows consumables expire at Manufacturer's Expiration Date. - Does not use expired Test Kits.	Exam			
QC Performance	Adheres to QC policies and procedures, including labeling of Buffer vials and Cassettes, and PPE requirements. - Runs appropriate QC at defined frequency (minimum weekly, opening new kits, training, annually). - Demonstrates proper testing technique, correctly interprets and documents QC results.	Direct observation Exam			
Specimen Collection	Adheres to procedure for collecting swabs and performing extraction steps in buffer vial. - Properly labels buffer vial with two patient identifiers or patient label. - Understands requirement to keep all prepared buffer solutions.	Direct observation Exam			
Routine Patient Testing	Adheres to Patient Testing procedure, as outlined in POCTW042. - Cassettes properly labeled with CSN and Date.	Direct observation			
Limitations of Procedure	Interprets and evaluates test results in regards to test limitations.	Direct observation Exam			
Documentation of Results	Interprets, evaluates, and records test results appropriately. - Correctly completes Patient Result Log - Uses Epic code POC101212 to result all patient results in Epic.	Direct observation Review of records			
Problem Solving Skills	Understands interpretation and corrective action for Invalid Test Results. Knows POCT Office Contact Information (5-2645 M-F; POCT Consult on CORUS; POCTGroup email). Knows location of Troubleshooting Guide for Dock error codes.	Exam Direct Observation			
Safety	Wears proper PPE at all stages of testing (<i>double gloves, gown, N95 mask/face shield, or PAPR</i>)(<i>gloves, surgical mask</i>). Discards all testing materials in biohazard waste containers as indicated in POCTW042. Instrument and testing area is disinfected as directed in the policy at least once per day.	Direct observation Exam			
Procedure review	Acknowledges ongoing competency requirements (annual successful completion of QC and pass eLearning quiz). Locates and reads the current version of the SOP (<i>POCTW042</i>).	Operator Acknowledgment	Operator Initials: _____		

Date	Operator Initials	Dock ID	Master Kit (information on box)		QC Level	Lot Number	Internal Pos Control (C) Result	SARS-CoV-2 (I) Result	Internal Neg Control (NC) Result	Interpretation (Circle)	Results Acceptable (Y/N)	Comments
			Lot #	Exp Date								
					High Pos Low Pos Negative Lab-Approved		Present Absent	Present Absent	Present Absent	RNA Detected (<i>Pos</i>) RNA Not Detected (<i>Neg</i>) Invalid	Yes No	

I have reviewed this checklist with new operator and observed completion of QC. POCC/Trainer Initials signify this operator:

Is competent to perform patient testing with the Accula™ SARS-CoV-2 Test _____
Requires retraining before performing patient testing using the Accula™ SARS-CoV-2 Test _____

Trainer signature: _____

Date: _____

Operator signature: _____

Date: _____