



WEBER STATE
UNIVERSITY

Online Clinical Competency Checklist CLS 1000 Core Clinical Laboratory Skills

Student: _____ Wildcat ID # _____

Course Instructor: _____

Mentors (list all for this course): _____

Facility: _____

Expected
Achievement Student
Score Date
Complete

| Urinalysis | | | |
|--|---|--|--|
| Correctly identifies urine sample based on color and character. | 5 | | |
| Follows correct laboratory procedures in performing urine dipstick analysis. | 5 | | |
| Follows correct laboratory procedures in performing urine confirmatory testing (SSA, Clinitest, Acetest, and Icotest). | 5 | | |
| Follows correct laboratory procedures in performing urine microscopic analysis. | 5 | | |
| Correctly identifies common cellular elements found in urine samples. | 4 | | |
| Correctly identifies common crystals found in urine samples. | 4 | | |
| Correctly identifies common casts found in urine samples. | 4 | | |
| Distinguishes common microscopic artifacts from urinary formed elements. | 4 | | |
| Demonstrates the ability to operate instrumentation used for routine urinalysis testing. | 5 | | |
| Demonstrates knowledge and proficiency in daily/weekly preventative maintenance on laboratory equipment used for routine urinalysis. | 4 | | |
| Performs urinalysis daily/shift QC procedures according to laboratory standards. | 4 | | |
| Evaluates urinalysis cumulative QC data for abnormalities. | 4 | | |
| Phlebotomy | | | |
| Demonstrates proper venipuncture technique. | 5 | | |
| Identifies patients using proper procedures. | 5 | | |
| Knowledgeable of the proper order of blood collection according to tube color. | 5 | | |
| Demonstrates proper finger/heal stick technique. | 5 | | |
| Demonstrates proper technique with pediatric patients. | 5 | | |
| Labels specimens using institution policy. | 5 | | |
| Draws appropriate tubes for requested tests. | 5 | | |
| Evaluates specimens for common collection errors. | 5 | | |
| Hematology | | | |
| Demonstrates the ability to operate and troubleshoot instrumentation used for routine hematology and coagulation analysis. | 5 | | |
| Performs hematology and coagulation daily/shift QC procedures. | 4 | | |
| Evaluates cumulative hematology/coagulation QC data for abnormalities. | 4 | | |
| Demonstrates knowledge and proficiency in daily/weekly preventative maintenance on laboratory equipment used for routine hematology/coagulation. | 4 | | |
| Makes and stains blood slides suitable for microscopic analysis. | 5 | | |
| Follows correct laboratory procedures in performing microscopic blood cell differential (including RBC morphology and platelet estimation). | 4 | | |
| Correctly identifies common cellular elements found in blood smears. | 4 | | |
| Evaluates patient test results for critical values and specimen errors, and properly notifies the care provider. | 4 | | |
| Serology | | | |

Scoring Key

| | | | | | |
|---------------|------------------|---------------|---|---|---------------------|
| 1 = Discussed | 2 = Demonstrated | 3 = Practiced | 4 = Performed under maximum supervision | 5 = performed under minimum supervision | NA = Not applicable |
|---------------|------------------|---------------|---|---|---------------------|



| | | | |
|--|---|--|--|
| Performs serologic (rapid) testing following facilities procedures. | 5 | | |
| Evaluates and documents patient and QC results at appropriate time interval using either qualitative or quantitative measurements. | 5 | | |
| Chemistry/PPCT | | | |
| Demonstrates the ability to operate and troubleshoot instrumentation used for routine chemistry or point of care testing. | 5 | | |
| Performs chemistry or point of care testing daily/shift QC procedures according to laboratory standards. | 4 | | |
| Evaluates cumulative chemistry or point of care testing QC data for abnormalities. | 4 | | |
| Demonstrates knowledge and proficiency in daily/weekly preventative maintenance on laboratory equipment used for routine chemistry point of care testing. | 4 | | |
| Evaluates patient test results for critical values and specimen errors then properly notifies the care provider. | 4 | | |
| Lab Safety | | | |
| Knowledgeable of and strictly adheres to the Universal Precautions policy of the facility. | 5 | | |
| Wears protective gear as outlined by the facility. | 5 | | |
| Knowledgeable of and demonstrates proper disposal technique of biohazard materials. | 5 | | |
| Always washes hands before leaving the laboratory area. | 5 | | |
| Has a working knowledge of the safety shower, eyewash station, and all other applicable laboratory safety equipment. | 5 | | |
| Affective Objectives | | | |
| Student demonstrates honesty by: | | | |
| Maintaining strict patient confidentiality | 5 | | |
| Accepting control values only when within acceptable limits. | 5 | | |
| Performing and documenting daily & weekly maintenance procedures, preventative maintenance, temperature checks, etc. | 5 | | |
| Completing all procedures in adherence to laboratory SOPs, taking no shortcuts or unauthorized modifications of procedure. | 5 | | |
| Personal Interactive Skills | | | |
| Student demonstrates proper professional behavior by: | | | |
| Working with co-workers in a positive manner, promoting productive workflow. | 5 | | |
| Refraining from making statements or actions that represent sexual, ethnic, racial, or homophobic harassment. | 5 | | |
| Willingly and consistently using appropriate personal safety devices when handling caustic, infectious, or hazardous materials. | 5 | | |
| Completing all required tasks and remaining in the work area when scheduled. | 5 | | |
| Being punctual whenever scheduled. | 5 | | |
| Adhering to current dress and appearance in the laboratory setting. | 5 | | |
| Cleaning the work area when leaving the laboratory, returning supplies to appropriate storage location, & disinfecting all work areas used by the student. | 5 | | |
| Professional Responsibility | | | |



| Student demonstrates appropriate professional affective behavior by: | | | |
|--|---|--|--|
| Correctly reporting all patient test values, as well as recognizing and correctly reporting all patient critical test values. | 5 | | |
| Resolving discrepancies in specimen labeling, handling, or collection before reporting patient results. | 5 | | |
| Based on performance is this the type of person you would consider for potential employment? <input type="checkbox"/> Y <input type="checkbox"/> N | | | |

| Comments: |
|------------------|
| |

Please have all mentors sign and date below.

Mentor Signature _____ Date _____

LABORATORY CLINICAL EXPERIENCE

(General Laboratory Safety, QC/QA, Urinalysis, Phlebotomy, Hematology, Serology, and Chemistry/POCT)

At the completion of the CLS 1000 course, the student will have successfully completed the following:

1. The student will correctly perform testing with the analyzers routinely used in the laboratory for urinalysis, hematology and chemistry/POCT. This will include correctly troubleshooting analyzer performance problems, and also evaluating patient test results for critical values, short sampling errors, and inappropriate specimens. The student will change or replace reagents/disposables as needed by the analyzer(s).
2. The student will correctly perform, or assist in performing Daily and Weekly Preventative Maintenance the urinalysis, hematology and chemistry/POCT equipment routinely used in the laboratory.
3. The student will review the calibration procedures for any urinalysis, hematology and chemistry/POCT analyzers used in the laboratory.
4. The student will perform Daily/Shift QC procedures on the analyzers or test methods used for urinalysis, hematology and chemistry/POCT. The student will learn the laboratory's SOP for resolving QC discrepancies, and then correctly apply those procedures, including all required documentation activities.
5. The student will perform, or assist in performing, routine testing (as deemed appropriate for students by the clinical facility) in urinalysis, hematology and chemistry/POCT.
6. The student will correctly report test results (STATS, critical values, etc.) by telephone to a nurse, physician or other appropriate health care professional, according to the SOP used by the laboratory.

Students should work together with their respective mentors to complete the listed objectives. Accuracy, precision, timely reporting of test results, and demeanor must comply with the laboratory's acceptable standards. While working in the laboratory, the student must meet laboratory standards for work habit skills in patient confidentiality, communication skills, laboratory safety, universal precautions, waste disposal, and equipment/work area maintenance. It is requested that the student's

laboratory competency evaluation be completed by the clinical mentor *in the presence of the student* so as to allow verbal feedback to the student regarding the student's progress and performance.

LEVELS OF ACHIEVEMENT

LEVEL 1: Discussed: Process was discussed, principle explained, student acknowledges an understanding of the process or principle.

LEVEL 2: Demonstrated: Process has been performed and demonstrated by the practicum instructor. Student has observed demonstration and has been allowed to ask questions as needed. The student acknowledges an understanding of the process or principle by verbally explaining the process or principle back to the practicum instructor.

LEVEL 3: Practiced: Student has *practiced* the process under the direction and maximum supervision of the practicum instructor. The student demonstrates knowledge of how to perform the process or task by actual performance under direct, maximum supervision, but without having to demonstrate any particular competency at that task or process.

LEVEL 4: Maximum Supervision: The student has performed the process under the direct, maximum supervision of the practicum instructor, and with the level of competency required by the laboratory for that task or process.

LEVEL 5: Minimum Supervision: The student can perform the process satisfactorily with only minimum or non-direct supervision by the practicum instructor, and the performance meets the level of competency required by the laboratory for that task or process.

N/A: Not Available/Applicable: The nature of the laboratory does not allow the student access to the equipment/test method.

Please only submit pages 1 – 3 of this form when returning signed competencies.