



## Glucose Monitoring System - Point of Care Certification Record

<b>Name (First/Last)</b> <small>Print Clearly</small>		<b>Date</b>	
<b>Employee NH user ID</b>		<b>Position</b> <small>(ie : RN/ LPN/ Student)</small>	<b>Hospital / School</b>

**This certification record outlines the competencies required to operate a Nova Stat Strip Glucose Meter. Complete the following steps.**

1. Complete the training module and quiz on the Learning Hub or see your manager or clinical educator for in-person training.
2. Print certification record from the Learning Hub or OurNH Point of Care Testing webpage.
3. Bring certification record and your exam mark to a Manager or Clinical Educator.
4. Demonstrate competency using the meter and complete the competency certification record below with a Manager or Clinical Educator.

	<b>COMPETENCY</b> <small>(Learner will observe and complete all tasks)</small>	Learner Initials	Educator Initials
	Reviewed POCT Policy 1-8-7-010 & understands compliance requirements		
	Reviewed CBGM Clinical Practice Standard 1-8-7-000 and understands the glucose testing process		
	Reviewed Hypoglycemic and Hyperglycemic Protocols		
	Knows location of on-line DST policies, protocols and procedures		
	Performed hand hygiene and donned gloves		
	Powered meter on and knows how to check battery status		
	Entered Operator ID correctly		
	Understands annual recertification requirements: ➤ 4 QC (2 HI/2 LO) & 5 patient tests ; operator is locked out if certification expires		
	Demonstrated QC testing ➤ Scans test strips & QC lot # correctly ➤ Inverts vial to mix, wipes tip & discards first drop ➤ Performs correct quality control steps with QC solution ➤ Explains corrective action when QC fails & selects pre-defined comment		
	Understands open date must be written on QC vials <u>and</u> test strip container ➤ QC good for 3 months after opening ➤ Test strips: 24-month stability from date of manufacture. Expire in 180 days (6 months) when opened.		
	Demonstrated correct patient identification by using 2 patient identifiers		
	Entered MRN of patient into the meter and checked MRN against patient ID band		
	Demonstrated patient testing ➤ Understands skin puncture process and supplies ➤ Knows acceptable sample types ➤ Inserts test strip in meter before applying blood ➤ Understands to discard first drop of blood and use second drop for testing		
	Explained critical values & actions / collection of lab sample to confirm		




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	<b>COMPETENCY</b> <small>(Learner will observe and complete all tasks)</small>	Learner Initials	Educator Initials
	Understands cleaning frequency & drying technique/ document cleaning in meter		
	Knows to document results immediately on the patient chart as POCT to prevent errors in reporting correct result on the correct patient		

<b>Learner to complete this section</b>	
Learner must be certified by a qualified Trainer or Educator. Learner must complete written or on-line exam with a passing grade of 85% (17/20). <b>Compliance:</b> I understand the education presented today and will comply with policies associated with the use of the Stat Strip Glucose Meter.	
Learner Signature:	Date:
<b>Manager/ Clinical Educator to complete this section</b> <small>( must be a qualified Trainer/ Educator as per NH Lab Services)</small>	
Exam Mark:  (if exam mark < 80% - fill in action plan/ corrective action)	Competency Satisfactory  <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>ACTION PLAN/ CORRECTIVE ACTION:</b>	<small>(Trainer to complete this section if 3 or more incorrect exam questions or any other competencies not met)</small>
<b>Certification of Educators/ Trainers</b>	
Extra training has been provided to this LEARNER who is now qualified as a TRAINER or EDUCATOR to train others. <input type="checkbox"/> YES <input type="checkbox"/> NO      Job Title of new Educator: _____ DEPT: _____	
Instructor Name: ( Print)	Position:
Instructor Signature:	Date:
After certification of Educators/ Trainers please send a copy of this record to the local or regional POCT Coordinator so that they are made aware of qualified trainers.	

### Instructions to Manager/ Educator:

**Once record is completed:**

1. Make a copy of certification record and keep on ward for accreditation purposes.
2. Send copy of certification record to the local or regional POCT Coordinator who will assign an Operator ID.
3. Return Certification Record to Learner to upload onto the Learning Hub.
4. Learner scans & uploads the completed checklist onto the Learning Hub under the Nova  Glucose Meter Course.
5. Once uploaded, the training will be marked as complete and a Certificate of Completion will be provided to the Learner.

**Note:** Auditors or lab personnel may ask to see the Certificate of Completion or the Certification Record at any time as proof of training and competency.