

Bayer DCA2000 HbA1c analyser Competency

NAME:	EMPLOYEE ID:	POSITION:	DEPT:
--------------	---------------------	------------------	--------------

Competency: Performs under supervision: **1.** Performs without supervision: **2.**

HbA1c testing using the DCA2000 analyser	Date	Date	Date	Date	Date
The staff member can demonstrate the following procedures:	/ /	/ /	/ /	/ /	/ /
1. Uses: universal precautions during blood tests	_____	_____	_____	_____	_____
2. Knows to check expiry date on cartridge- if expired not to use it.	_____	_____	_____	_____	_____
3. Knows the correct technique for capillary blood collection	_____	_____	_____	_____	_____
4. Understands what the DCA2000 capillary blood holder looks like.	_____	_____	_____	_____	_____
5. Understands how to clean the outside of the capillary tube if necessary without disturbing the internal volume.	_____	_____	_____	_____	_____
6. Knows the basic reasons for specimens being the cause of test failure.	_____	_____	_____	_____	_____
7. Knows to insert the capillary holder gently into the cartridge to avoid splashing.	_____	_____	_____	_____	_____
8. Knows that the optical window must be kept clean and free from contamination.	_____	_____	_____	_____	_____
9. Demonstrates the correct method of cartridge barcoding and loading.	_____	_____	_____	_____	_____
10. Knows to record the results in the correct manner.	_____	_____	_____	_____	_____
11. Demonstrate how to recall results from a previous specimen.	_____	_____	_____	_____	_____
12. Performs a calibration	_____	_____	_____	_____	_____
13. Understands the basic principle of calibration by barcode and the need to calibrate each lot of reagents.	_____	_____	_____	_____	_____
14. Knows where to find error code explanations in the Procedures Manual.	_____	_____	_____	_____	_____
15. Knows who to contact for assistance	_____	_____	_____	_____	_____
16. Understands the principle of Quality Control (QC) and the difference between QC and calibration.	_____	_____	_____	_____	_____
17. Knows how to analyse and enter a QC sample and result into the control file of the instrument.	_____	_____	_____	_____	_____
18. Knows how to make up the QC material and to date and initial the bottle	_____	_____	_____	_____	_____
19. Knows what to do if the QC falls outside the stated range.	_____	_____	_____	_____	_____
20. Knows how to manually record QC results on a chart	_____	_____	_____	_____	_____
For assistance, contact the CHLabs POCT Coordinator, 81850 or 0274 973 645.					
POCT OPERATOR SIGNATURE					
COMPETENCY TRAINER NAME & SIGNATURE					