Accu-Chek Inform II Skills Checklist

Initial Training
Print Name: ___________________________________________
Meditech ID _________________________

Routine Testing Procedure
☐ Properly demonstrates or acknowledges the patient testing procedure including:
  • Proper infection control and safety practices (handwashing, donning personal protective equipment)
  • Assesses patient condition to ensure POC testing is appropriate.
  • Enters Operator ID according to policy
  • Enters Patient ID according to policy
  • Verifies test strip lot according to policy
  • Inserts test strip properly and recaps vial immediately
  • Performs fingerstick properly (stimulates blood flow, cleanses intended site, wipes first drop away, performs appropriate aftercare)
  • Applies blood to strip properly (fills window completely)
  • Reads and interprets result correctly
  • Enters comment(s) as needed according to policy
  • Understands proper follow-up to critically abnormal or unexpected results
  • Turns meter off
  • Documents result according to policy
  • Docks meter in base unit properly
  • Performs cleaning and disinfecting procedures as required by hospital infection control policy

Operator Initials ___________
Trainer Initials ___________

☐ Properly demonstrates QC testing procedure including:
  • Understands when QC testing must be performed according to policy
  • Understands that controls expire 3 months from opening and ensures that the open expiration date is written on the control solution
  • Proper infection control and safety practices (handwashing, donning personal protective equipment)
  • Enters Operator ID according to policy
  • Enters control lot and level according to policy
  • Verifies test strip lot according to policy
  • Inserts test strip properly and recaps vial immediately
  • Applies control drop to strip properly (fills window completely)
  • Enters comment(s) as needed according to policy
  • Understands proper follow up to out-of-range QC results
  • Turns meter off
  • Documents result according to policy
  • Docks meter in base unit properly

Operator Initials ___________
Trainer Initials ___________

☐ Reviews Results
  • Properly reviews results including:
  • Enters operator ID according to policy
  • Selects Review Results on the Main Menu screen to view list of most recent results
  • Uses down arrow to view previous tests
  • Uses up arrow to view most recent tests
  • Selects Patient to view only patient results
  • Enters patient ID according to policy to view specific patient results
  • Selects All to return to viewing all results
  • Understands that the meter memory stores up to 1,000 results

Operator initials _________
Trainer Initials ___________

Tips for Best Results and Troubleshooting
☐ Trainer reviews information from respective Operator’s Manuals with the user:
  • Getting a good drop of blood
  • Proper test strip and test strip vial handling
  • Error Comment

Operator Initials ___________
Trainer Initials ___________

Cleaning and Disinfecting
☐ Demonstrates cleaning and disinfecting procedure of ACCU-CHEK Inform II system as stated in the POC Policy and Procedure
  • Correctly states minimum cleaning and disinfecting frequency.

Operator Initials ___________
Trainer Initials ___________

☐ Rals Quiz
☐ Direct Observation

Trainer Initials ___________

*** Form to be used only by Nursing Development Staff

Date ___________________________
Unit___________________________

□ Reviews Results
  • Properly reviews results including:
  • Enters operator ID according to policy
  • Selects Review Results on the Main Menu screen to view list of most recent results
  • Uses down arrow to view previous tests
  • Uses up arrow to view most recent tests
  • Selects Patient to view only patient results
  • Enters patient ID according to policy to view specific patient results
  • Selects All to return to viewing all results
  • Understands that the meter memory stores up to 1,000 results

Operator initials _________
Trainer Initials ___________

Tips for Best Results and Troubleshooting
☐ Trainer reviews information from respective Operator’s Manuals with the user:
  • Getting a good drop of blood
  • Proper test strip and test strip vial handling
  • Error Comment

Operator Initials ___________
Trainer Initials ___________

Cleaning and Disinfecting
☐ Demonstrates cleaning and disinfecting procedure of ACCU-CHEK Inform II system as stated in the POC Policy and Procedure
  • Correctly states minimum cleaning and disinfecting frequency.

Operator Initials ___________
Trainer Initials ___________

User Signature ____________________________ Date ____________________________

Trainer Signature ____________________________ Date ____________________________