

## Assessment of Competence

**Competency Number: 8**

**Clinical Skill: Obtaining Specimens of Faeces, Sputum and Urine (excluding clean specimen of urine)**

**Name:** .....

**Location:** .....

**Aim:** To obtain a requested specimen.

**Objectives:** The care worker will be able to:

- Demonstrate understanding of the knowledge and skills necessary for safely obtaining a specimen.
- Demonstrate competency in performing the procedure.

**Training:** Attendance at a training session and / or one to one training dependant on the location of staff

**Assessment:** Using performance criteria overleaf.

Those acting as trainers / assessors in clinical practice must hold an assessor qualification and must be certified as competent in the procedure themselves and be undertaking the procedure regularly.

**Risk Assessment: High** (risk to patient as a result of care worker error)

**Update:** Competence to be reviewed annually or sooner if limited practice or extended leave taken.

### Underpinning Knowledge

- Reasons for obtaining specimens.
- Working understanding of basic anatomy and physiology relevant to the type of specimen collection.
- Procedures and techniques including specimen types, usual tests, possible adverse effects.
- Materials and equipment used within the organisation for collection of specimens.
- How and where specimen can be stored if a delay in transport collection.
- Infection Prevention and Control measures such as hand hygiene and use of Personal Protective Equipment (PPE) such as gloves and aprons.
- A working understanding of what is meant by individual patient 'consent'.
- Importance of privacy and dignity.
- Knowledge of organisational policies, procedure and guidelines, and how to access.
- Factual awareness of legislation, policy and good practice such as sphere of competence.
- Clinical record keeping and documentation including the importance of keeping accurate records and appropriate onward referral.

I certify that the above-named worker has completed the theoretical assessment which covered the above:

**Signed:**

**Date:**

**Print Name:**

**Position:**

<b>Clinical Skill</b>	
<b>Performance Criteria: the care worker will:</b>	<b>Performed Safely (sign and date)</b>
1. Demonstrate appropriate hand hygiene and use of PPE prior to, during and after the procedure.	
2. Explain the procedure, giving relevant information, support and reassurance, and gain informed consent.	
3. Establish if the individual is able to provide the specimen themselves or needs help and / or support.	
4. Ensure the appropriate containers (s) and pathology form are available.	
5. Take container and forms to the patient, complete details and check for accuracy.	
6. Ensure privacy and dignity at all times, taking into account individuals ethnic and religious background which might influence certain aspects of collecting specimens.	
7. Obtain specimen (s) from the individual in appropriate order and place in correct containers. Avoid contamination of the outside of the container.	
8. Ensure the specimen and form is sent to the laboratory in the plastic bag provided with container, following organisations procedure for transportation of specimens.	
9. Remove clinical waste.	
10. Accurately record the date, time and outcome of the procedure on the individual's care plan and / or specimen collection record.	
11. Report any concerns or problems obtaining the specimen to nurse in charge of ward, or district nurse / team leader, in accordance with support plan.	
I confirm that the worker named overleaf has completed the assessment competently.	
<b>Signed:</b>	<b>Date:</b>
<b>Print Name:</b>	<b>Position:</b>
<b>Assessor Comments:</b>	
<b>Candidate Comments:</b>	
<b>Declaration</b> I confirm that I have had theoretical and practical instruction on how to safely and competently perform and agree to comply with the policy and procedures of the employing authority. I acknowledge that it is my responsibility to maintain and update my knowledge and skills relating to this competency.	
<b>Signed:</b>	<b>Grade:</b>
<b>References / Bibliography:</b> Essential Nursing Skills (2001) Maggie Nicol et al, Mosby Press The Royal Marsden Hospital Manual of Clinical Nursing Procedures (2008) 7 <sup>th</sup> ed. Health Care Competence CHS7 Obtain and test specimens from individuals, Skills for Health, August 2004	

**Competency Production Date:** November 2008

**Competency Review Date:** November 2010