

# KPNW PPMP OBGYN Competency Assessment 2022



KAISER  
PERMANENTE

Employee Name (print): LAURA JENSON

Signature of Employee: *[Handwritten Signature]*

Employee **MUST** also complete Knowledge Test: [www.medtraining.org](http://www.medtraining.org) → login=email@kp.org, password=changeme

Instructions to Observer:

1. Select previously analyzed specimens or samples with known results for the employee to demonstrate the procedure.
2. Directly observe the employee perform each step of the procedure.
3. Test the employee's problem-solving skills with a question or observe the employee resolving a problem.
4. If the procedure is followed correctly, mark as satisfactory.
  - a. If there are steps that are not followed, then mark unsatisfactory and perform necessary action during observation session to obtain a satisfactory rating. Describe actions taken in comments section.
5. Record your name and the date of observation below on the 'Direct Observation/Assessment' line.
6. Ask the employee to sign and date the form.
7. Make a photocopy of this form for the department record, send one copy via email to [terri.l.steinbauer@kp.org](mailto:terri.l.steinbauer@kp.org) or interoffice mail →

Attn: Terri Steinbauer  
AWL Regional Laboratory, Admin

Microscopy Procedure (cross out if NOT Performed):

|  | FERNING  | T&Y   |
|--|--|---|
| <b>Assessment of Specimen Handling</b><br>-proper specimen collection<br>-specimen and SLIDE are labeled appropriately<br>-specimen properly prepared for testing (centrifuged/in saline etc.) | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Test performance</b><br>-microscope properly adjusted and clean<br>-known result obtained   | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Quality Control/Maintenance</b><br>-verify proper storage of reagents and supplies<br>-reagents in date/labeled appropriately<br>-microscope maintenance complete             | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Result entry into KPHC</b><br>-Correct patient selected<br>-Result Section filled out completely  | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Problem Solving skills</b><br>-Troubleshooting Issues with Microscope   | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |

Direct Observation/Assessment by: *[Handwritten Signature]* Date: 11/24/24

Comments: \_\_\_\_\_



# KPNW PPMP OBGYN Competency Assessment 2022



KAISER  
PERMANENTE

Employee Name (print): Stephanie Evans

Signature of Employee: *Stephanie Evans*

Employee MUST also complete Knowledge Test: [www.medtraining.org](http://www.medtraining.org) → login=email@kp.org, password=changeme

**Instructions to Observer:**

1. Select previously analyzed specimens or samples with known results for the employee to demonstrate the procedure.
2. Directly observe the employee perform each step of the procedure.
3. Test the employee's problem-solving skills with a question or observe the employee resolving a problem.
4. If the procedure is followed correctly, mark as satisfactory.
  - a. If there are steps that are not followed, then mark unsatisfactory and perform necessary action during observation session to obtain a satisfactory rating. Describe actions taken in comments section.
5. Record your name and the date of observation below on the 'Direct Observation/Assessment' line.
6. Ask the employee to sign and date the form.
7. Make a photocopy of this form for the department record, send one copy via email to [terri.l.steinbauer@kp.org](mailto:terri.l.steinbauer@kp.org) or interoffice mail →

Attn: Terri Steinbauer  
AWL Regional Laboratory, Admin

Microscopy Procedure (cross out if NOT Performed):

|  | FERNING  | T&Y   |
|--|--|---|
| <b>Assessment of Specimen Handling</b><br>-proper specimen collection<br>-specimen and SLIDE are labeled appropriately<br>-specimen properly prepared for testing (centrifuged/in saline etc.) | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Test performance</b><br>-microscope properly adjusted and clean<br>-known result obtained   | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Quality Control/Maintenance</b><br>-verify proper storage of reagents and supplies<br>-reagents in date/labeled appropriately<br>-microscope maintenance complete             | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Result entry into KPHC</b><br>-Correct patient selected<br>-Result Section filled out completely  | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |
| <b>Assessment of Problem Solving skills</b><br>-Troubleshooting issues with Microscope   | <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory | <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory |

Direct Observation/Assessment by: *Malina*

Date: 11/24/24

Comments: \_\_\_\_\_



# KPNW PPMP OBGYN Competency Assessment 2022



KAISER  
PERMANENTE

Employee Name (print): Elizabeth Melendez

Signature of Employee: [Signature]

Employee MUST also complete Knowledge Test: [www.medtraining.org](http://www.medtraining.org) → login=email@kp.org, password=changeme

**Instructions to Observer:**

1. Select previously analyzed specimens or samples with known results for the employee to demonstrate the procedure.
2. Directly observe the employee perform each step of the procedure.
3. Test the employee's problem-solving skills with a question or observe the employee resolving a problem.
4. If the procedure is followed correctly, mark as satisfactory.
  - a. If there are steps that are not followed, then mark unsatisfactory and perform necessary action during observation session to obtain a satisfactory rating. Describe actions taken in comments section.
5. Record your name and the date of observation below on the 'Direct Observation/Assessment' line.
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Attn: Terri Steinbauer  
AWL Regional Laboratory, Admin

Microscopy Procedure (cross out if NOT Performed):

FERNING

T&Y

**Assessment of Specimen Handling**

- proper specimen collection
- specimen and SLIDE are labeled appropriately
- specimen properly prepared for testing (centrifuged/in saline etc.)

Satisfactory  Unsatisfactory

Satisfactory  Unsatisfactory

**Assessment of Test performance**

- microscope properly adjusted and clean
- known result obtained

Satisfactory  Unsatisfactory

Satisfactory  Unsatisfactory

**Assessment of Quality Control/Maintenance**

- verify proper storage of reagents and supplies
- reagents in date/labeled appropriately
- microscope maintenance complete

Satisfactory  Unsatisfactory

Satisfactory  Unsatisfactory

**Assessment of Result entry into KPHC**

- Correct patient selected
- Result Section filled out completely

Satisfactory  Unsatisfactory

Satisfactory  Unsatisfactory

**Assessment of Problem Solving skills**

- Troubleshooting issues with Microscope

Satisfactory  Unsatisfactory

Satisfactory  Unsatisfactory

Direct Observation/Assessment by:

Stephanie Evans

Date: 11/24/24

Comments:

[Signature]

