

KPNW PPMP OBGYN Competency Assessment



**KAISER
PERMANENTE®**

Employee Name (print): Amanda Gittelman

Signature of Employee:

Date of Assessment: 12/29/24 Assessment Facility: SMC WMC

!!Employee MUST also complete Knowledge Test: www.medtraining.org → login=email@kp.org password=changeme

- Instructions to Observer:
- Select previously analyzed specimens or samples with known results for the employee to demonstrate the procedure.
 - Directly observe the employee perform each step of the procedure.
 - Test the employee's problem-solving skills with a question or observe the employee resolving a problem.
 - If the procedure is followed correctly, mark as satisfactory.
 - 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.
 - Record your name and the date of observation below on the 'Direct Observation/Assessment' line.
 - Ask the employee to sign and date the form.
 - Make a photocopy of this form for the department record, send one copy via email to terri.l.steinbauer@kp.org or interoffice mail → Attn: Terri Steinbauer, AWL Admin (Airport Way Laboratory)

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.)	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory
Assessment of Test performance -microscope properly adjusted and clean -known result obtained	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory
Assessment of Quality Control/Maintenance -verify proper storage of reagents and supplies -reagents in date/labeled appropriately -microscope maintenance complete	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory
Assessment of Result entry into KPHC -Correct patient selected -Result Section filled out completely	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory
Assessment of Problem Solving skills -Troubleshooting issues with Microscope	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory

Direct Observation/Assessment by: Date: 29 Dec 24

Comments: _____