1. **Direct Observation of Routine Testing: Urinalysis**

**Observed by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |
| --- | --- | --- | --- |
| **Observation** | **YES** | **NO** | **COMMENTS** |
| Urine sample mixed well |  |  |  |
| Clarity and color assessed properly and documented |  |  |  |
| Specific gravity performed properly and documented |  |  |  |
| Scanned barcode ID and verified on instrument |  |  |  |
| Dipped reagent strip so that all pads are wet |  |  |  |
| Verify/Post results in instrument menu correctly |  |  |  |
| Entered and verified clarity, color and specific gravity to the appropriate patient |  |  |  |
| Spun down sample for 5 minutes at 1800 rpm |  |  |  |
| Decanted supernatant leaving right amount for resuspension |  |  |  |
| Resuspended urine sediment completely and put one drop of urine on a slide and coverslip |  |  |  |
| Performed microscopic exam on the reflexed samples |  |  |  |
| Referred to Urine Microscopic Exam Job Aid extracted from SOP for the quantification of microscopic elements |  |  |  |

1. **Direct Observation of Instrument Maintenance: Clinitek Advantus Analyzer**

**Observed by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |
| --- | --- | --- | --- |
| **Observation** | **YES** | **NO** | **COMMENTS** |
| Daily maintenance performed correctly and recorded in the maintenance form |  |  |  |
| QC performed, recorded and evaluated for acceptability |  |  |  |

**Evaluation of competence: \_\_\_\_\_Satisfactory \_\_\_\_\_Unsatisfactory**

**Evaluation of competence: \_\_\_\_\_Satisfactory \_\_\_\_\_Unsatisfactory**

**Evaluator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reviewed by Employee:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Evaluator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reviewed by Employee:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**