

First:

**WHO IS CONFUSED ABOUT WHAT IS REQUIRED WHEN YOU PERFORM YOUR BB COMPETENCY? Please raise your hand. We will meet with you if you are completely lost about what you should be doing.**

Competency Problems:

- DO NOT ASSUME that you know what should be done with your competency. 95% of you DO NOT PERFORM your competency correctly and it must be handed back to you MULTIPLE TIMES for correction. An email is sent to you when your folder is prepared. Read It. Re-read it. Ask questions before handing in incomplete work.
- Product modification: YOU MUST provide the unit number & product history of the unit that you have modified. We will not search the schedule for when you worked in the BB to find a product that you modified.
- Discard optional products (i.e. baby syringes made just for competency) appropriately AND complete a wastage form. (It is a Transfusion Medicine requirement that we document wastage. The competency and wastage may not be reviewed at the same time. Both forms are required.)
- ONLY USE SAMPLES PROVIDED (unless otherwise instructed by a lead tech, do not assume that it is ok for you to replace your samples)
- Competency samples should be treated as patient samples...all comments, documents, COVER PAGE FOR ABID, comment that you called for fetal screen results, etc.
- Manual washes need to be documented via a result note9 downtime form and labeled as manual wash. The reason is to compare your results from the automated wash.
- Make sure you are initialing or signing in the appropriate place when your task is completed.

SOPs

- Make sure that you are reading the entire section of an SOP if you are looking something up. We are seeing a lot of people not following through with the completion of their work simply because they didn't finish reading what they should have.