

**NAVAL MEDICAL READINESS AND TRAINING COMMAND PORTSMOUTH**  
**POINT OF CARE TESTING**  
**COMPETENCY ASSESSMENT DOCUMENTATION FORM**  
**PROVIDER PERFORMED MICROSCOPY**

Name (last, First, MI)	Hospital Badge ID	Circle One MD   CNM   NP   PA
Ward/Clinic (Include all)	Work Email	

Competency type: Initial ☐      6-month ☐      Annual ☐  
 Tests performed: Fern ☐   KOH ☐   Vaginal Wet Prep ☐   Urine Sediment ☐

Assessment Performed	Date assessed	Employee (initial)	Comments/ Score/ Remedial action if needed.
<b>1. Problem-solving skills as appropriate to the job.</b> <ul style="list-style-type: none"> <li>Written quiz on paper or through medtraining.org</li> </ul>			Quiz Score:
<b>2. Direct observation of instrument function.</b> <b>Direct observation of routine patient test performance.</b> <ul style="list-style-type: none"> <li>Specimen processing, slide prep/labeling, and evaluation of slide.</li> <li>Peer observation of microscope use.</li> </ul>			
<b>3. Review of proficiency testing or preventative maintenance performance.</b> <b>Test performance (internal blind testing samples, testing samples).</b> <ul style="list-style-type: none"> <li>Proficiency testing (CAP), Blind Sample identification (Quiz), or Patient Test sample</li> <li>Cleaning/maintenance of microscope</li> </ul>			Blind Sample Score (Quiz)
<b>4. Monitoring, recording and reporting of test results</b> <ul style="list-style-type: none"> <li>Transcription review- are results in Genesis?</li> </ul>			Affix Genesis patient label here that includes the patients Name, DOB, DOD ID, and FIN.

I have been oriented to the competencies indicated on this document. I have noted any comments in the area provided. I understand that I am accountable for all items that I initiated. **I have read and understand the Point-of-Care SOP** and I am responsible to follow all policies and procedures as stated in the procedure manuals, and I am responsible for any updates that may be implemented.  
**FAILURE TO FOLLOW POCT POLICIES AND PROCEDURES CAN RESULT IN THE LOSS OF MY PRIVILEGES TO PERFORM TESTING AND ADMINISTRATIVE ACTION.**

Employee (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

I have assessed this employee in the above-named area and determined that the employee has \_\_\_\_\_ has not \_\_\_\_\_ demonstrated competence in this procedure (s) or process(es)

PPM Direct Observational Provider: (print name): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

## PPM Competency Assessment Completion

### Directions

Assessment performed:	How to do it:
<b>1. Problem-solving skills as appropriate to the job.</b> - Written quiz on paper or through medtraining.org	Complete online picture quiz in Medtraining.org
<b>2. Direct observation of instrument function.</b> <b>Direct observation of routine patient test performance.</b> - Specimen processing, slide prep/labeling, and evaluation of slide. - Peer observation of microscope use	Have another peer or supervisor observe that they use the microscope properly and that the specimen collection container and slides are labeled with two patient identifiers and discarded properly in a sharp's container.
<b>3. Review of proficiency testing or preventative maintenance performance.</b> <b>Test performance (internal blind testing samples, testing samples).</b> - Proficiency testing (CAP) - Blind Sample identification (Quiz) - Patient Test sample - Cleaning/maintenance of microscope	Document either score from performance of PT samples or the score from the online picture quiz in Medtraining.org. Staff should understand how to clean an ocular if they get sample on it and maintenance frequency (at least annually).
<b>4. Monitoring, recording and reporting of test results.</b> - Transcription review- are results in Genesis?	Review patient results reported - one set per day for each test performed. Document on each provider's sheet when completed or keep a master list to track and then transcribe onto the competency assessment document. Check that results match log vs. documented results in patient record. Make sure the results are actually in the patient record, the test must be ordered and resulted through POC entry in Genesis.