



Competency Checklist

Date:	
Employee Name:	
Preceptor/Evaluator's Name	
Competency:	Hand Washing

INDICATORS OF PERFORMANCE LEVEL SUMMARY

How Met		Level of Competency	
O	Direct Observation/Return Demonstration	1	Below expected standards
V	Verbalization/Discussion	2	Fully meets standards
T	Test	3	Well above standards. May precept peers
NA	Not applicable		

If overall performance or competency is rated below the minimum competency level of 2, that performance or competency must be reassessed within 30 days of this review.

The employee demonstrates skills and competence in the following:	How Met	Level of Competency 1 2 3	Evaluated by:
Reviewed "Hand Washing" policy N ^o IC-742-012			
1. Turn on water.			
2. Regulate temperature.			
3. Wet hands, with finger pointed downward.			
4. Apply soap to hands and wrists.			
5. Rub hands in circular motion for 20 seconds.			
6. Interlace fingers, rub back and forth. (Add water when necessary to keep moist)			
7. Use a nailbrush. If none is available, rub fingernails on palms of hands. Also rub wrists, back of the hands, and under jewelry.			
8. Rinse with fingers pointed down.			
9. Dry hands with paper towel			
10. Turn off faucet with paper towel.			
11. Leave area clean and neat			
12. Turn door knob with paper towel.			

- Employee is competent to perform the above tasks independently and without supervision
- Employee's level of competence is below 2. Reassess competency: _____

Employee's Signature	
Evaluator's Signature	