



Competency Checklist

Date:	
Employee Name:	
Preceptor/Evaluator's Name	
Competency:	Specimen Collection – Stool

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:
Gather all necessary supplies including <ul style="list-style-type: none"> • Plastic container with covers • Label for container • Tongue blade • Clean bedpan or bedside commode • Clean gloves 			
Introduce self, identify patient with ID band and explain procedure			
Follow standard precautions, washes hands according to CDC guidelines, wears gloves			
Ask patient to void to prevent contamination of specimen			
Assist client to use either bedpan or bedside commode if patient voids			
Provide privacy until client has passed stool			
Help the client to clean perineum if necessary			
Use tongue blade to obtain and place a small portion (2 teaspoons) of the formed stools in plastic container			
Discard remaining stool and clean bedpan or bedside commode			
Label container and place it in biohazard bag			
Remove gloves and wash hands			
Take specimen to laboratory immediately			

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

Employee's Signature	
Evaluator's Signature	