



**Standard Operating Procedure**

**Practical Skills Assessment:**

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

Organization: \_\_\_\_\_

Trainee: \_\_\_\_\_

Instructor: \_\_\_\_\_

<b>I. Identifies and acquires the appropriate supplies needed for collection set-up</b>	<b>Met</b>	<b>Not Met</b>
a. Collection reservoir.	_____	_____
b. Reservoir holder	_____	_____
c. Anticoagulant and suction kit assembly	_____	_____
d. Heparin or citrate anticoagulant solution	_____	_____
e. Vacuum source, regulator and tubing	_____	_____
<b>II Demonstrate and / or describes the following steps for the collection set-up</b>		
a. Attaches the stepdown connector to outlet port of collection reservoir	_____	_____
b. Closes the side clamp on stepdown connector.	_____	_____
c. Prepares and hangs anticoagulant solution on IV pole	_____	_____
d. Connect the suction to the vacuum port on the collection reservoir and to the vacuum source and regulator	_____	_____
e. Regulates vacuum between 80 and 200 mm HG.	_____	_____
F. Aseptically delivers suction kit assembly to the sterile field	_____	_____
g. Receives and connects suction kit to inlet port on the collection reservoir	_____	_____
h. Spikes the anticoagulant solution and primes the reservoir with 100-200 ml. of anticoagulant solution.	_____	_____
i. Set anticoagulant drip rate at 1 drop per second to maintain a ratio of 1:5 to 1:10	_____	_____
<b>III. Identifies and acquire the appropriate disposable for the machine set-up</b>		
a. Disposable set	_____	_____
b. Wash solution (0.9% normal saline)	_____	_____
c. Microaggregate transfusion filter (20 – 40 microns)	_____	_____
d. Transfer bad (if needed)	_____	_____
e. Miscellaneous, i.e. (extension tubing, “Y” adapters if needed)	_____	_____
<b>IV. Demonstrate correct installation of the machine disposable set</b>		
a. Installs bowl using chuck tool or bowl shoes	_____	_____
b. Threads tubing through effluent line sensor with a flossing motion	_____	_____
c. Checks outlet port of waste bad.	_____	_____
d. Close red side clmaps on pigtail ports of the reinfusion bag and leaves clamp on blue tubing open to reinfusion bag.	_____	_____
e. Threads tubing through air detector with a flossing motion	_____	_____
f. Installs tubing in pump	_____	_____
g. Installs the disposable harness in tubing clamps, or manifold	_____	_____
h. Makes appropriate tubing connections:		
1. Red coded tubing to collection reservoir	_____	_____
2. Blue coded tubing to reinfusion bag	_____	_____
3. Yellow coded tubing to wash solution	_____	_____
4. Effluent line tubing to waste bag	_____	_____



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	Met	Not Met
<b>V. Demonstrates and/or describes the following processing steps in the standard mode</b>		
a. Identifies display screen parameters	_____	_____
b. Select appropriate processing protocol (normal, orthopedic, low volume) and initiation of FILL mode, if applicable	_____	_____
c. Modifies parameters for particular procedure requirements, if needed	_____	_____
d. Visualize red cell layer and appropriate “trip point” when bowl is filled with cells	_____	_____
e. Initiates pump pause or standby	_____	_____
f. Identifies Automatic Mode progression from FILL to WASH to EMPTY	_____	_____
g. Appropriately reacts to air detection messages for all modes	_____	_____
h. Appropriately reacts when a pretrip to WASH during FILL mode occurs and identifies the cause of the pretrip.	_____	_____
i. Appropriately reacts to red cell spillage during WASH and identifies the cause of the spill.	_____	_____
k. Visualize a clear and colorless effluent line	_____	_____
l. Appropriately extends the WASH mode, if needed	_____	_____
m. Identifies partial bowl options (extended WASH and CONC. Mode)	_____	_____
n. Visualize appropriate “trip point” to prevent a red cell spillage during the CONC. mode.	_____	_____
o. Empties the blue coded tubing at the end of the procedure	_____	_____
<b>VI. Demonstrates and/or describes the following steps in the Manual Mode.</b>		
a. Identifies display screen parameters	_____	_____
b. Selects appropriate protocol (Normal, Orthopedic, Low Volume), pump rates, and initiation of the FILL mode.	_____	_____
c. Modifies parameters for a particular procedure requirements, if needed	_____	_____
d. Visualizes red cell layer and appropriate full bowl “trip point”.	_____	_____
e. Initiates “Pump Pause” or Standby.	_____	_____
f. Appropriately interchanges between Automatic and Manual modes, if applicable	_____	_____
h. Appropriately initiates mode progression from FILL to WASH to EMPTY	_____	_____
l. Appropriately reacts to red cell spill during WASH and identifies the cause of the spill	_____	_____
j. Visualize a clear and colorless effluent line.	_____	_____
k. Demonstrates how to extend the WASH mode if effluent line is not clear or colorless.	_____	_____
m. Identifies partial bowl options (extended WASH and CONC. Mode)	_____	_____
n. Visualize appropriate “trip point” to prevent a red cell spillage during the CONC. mode.	_____	_____
o. Empties the blue coded tubing at the end of the procedure	_____	_____
<b>VII. Describes the appropriate handling and transfusion of the washed autogenous red cell unit</b>		
a. Pressure reinfusion warming	_____	_____
b. Reinfusion or refrigerated within 6 hours.	_____	_____
c. Use of microaggregate filter and rationale	_____	_____
d. Labeling requirement of the blood unit.	_____	_____



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<b>VIII. Describes appropriate institutional document policy.</b>		
<b>IX. Demonstrates correct removal and disposal of contaminated disposables</b>	_____	_____
<b>X. Describes appropriate machine maintenance.</b>		
a. Centrifuge well cleaning (bowl in place)	_____	_____
b. Optics cleaning, if applicable	_____	_____
c. Air detector cleaning, if applicable	_____	_____
d. Effluent line sensor cleaning, if applicable	_____	_____
e. Pump removal and cleaning	_____	_____
f. Air filter removal and cleaning	_____	_____
g. Cleaning after a blood or fluid spill	_____	_____
h. Documentation of routine or preventative maintenance	_____	_____