

Core procedures assessment form

Name of foundation doctor:		GMC number:	
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1. Venepuncture guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- choose appropriate needle or cannula
- have appropriate vials to hand
- choose a suitable, palpable vein after applying tourniquet
- insert needle with bevel upwards and advance 2-3mm
- withdraw blood into syringe or allow vacuum to withdraw
- ensure bottles are correctly filled and cross matched where appropriate
- release tourniquet, remove needle and dispose
- press on site
- label bottles and forms.
-

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes												
	I confirm that the above named doctor has satisfactorily completed a venepuncture procedure												
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes												
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2. IV Cannulation guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- choose appropriate cannula
- when inserting cannula.lower angle and advance a few mm on seeing a flashback
- withdraw needle slightly and advance the cannula in the vein
- release tourniquet, apply pressure over vein beyond the cannula's tip and remove needle
- connect cannula to interlink or cap off
- secure cannula and date/time insertion on dressing
- flush with saline.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an IV cannulation procedure												
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an IV cannulation procedure												
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3. Prepare and administer IV medications, injections and fluids guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- check medication name, dose and expiry date
- after opening ampoule, insert needle, invert, withdraw liquid
- drying powder: clean rubber bung, allow to dry, inject checked diluent, mix until all powder dissolved
- infusions: choose diluent, volume and concentration
- add drug after drawing up as above, agitate bag and label with patient's details, added drug with dose, and sign. Add identifying personal contact details
- prescribe fluid, drug and infusion rate.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily prepared and administered IV medications, injections and fluids												
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4. Arterial puncture in an adult guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- prepare Arterial Blood Gas (ABG) syringe, skin cleaning material
- check expiry date and expel Heparin
- clean and palpate artery with index and middle fingers
- insert needle between fingers at 45 degree angle until blood enters syringe. Arterial pressure will usually fill the syringe
- withdraw and ask assistant to apply pressure via cotton wool ball for five minutes
- apply filter to syringe, hold upright and expel air, roll to mix, confirm label and send to lab.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an arterial puncture in an adult												
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an arterial puncture in an adult												
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5. Blood culture (peripheral) guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- choose fresh site(s). Do not use existing cannulae
- remove caps from culture bottles and clean surfaces of rubber seals
- discard first pair of gloves, rewash hands, use fresh gloves
- without touching skin, advance needle into vein
- withdraw blood into syringe or vacuum container
- if syringe: inoculate 5-10 ml into each bottle (start with aerobic)
- check form and despatch to microbiology laboratory.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed a blood culture (peripheral) procedure												
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6. IV infusion including prescription of fluids guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- review past medical history and undertake clinical assessment of cardiovascular status and state of hydration
- work in partnership with a member of the nursing staff
- check medication name, dose and expiry date
- open ampoule, insert needle, invert, withdraw liquid
- drying powder: clean rubber bung, allow to dry, inject checked diluent, mix until all powder dissolved
- infusions: choose diluent, volume and concentration
- add drug after drawing up as above, agitate bag and label with patient's details, added drug with dose, and sign. Add identifying personal contact details,
- choose fluid, concentration and the need for additional potassium
- prescribe with rate/ time for volume to run through.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes												
	I confirm that the above named doctor has satisfactorily completed an IV infusion including prescription of fluids												
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7. IV infusion of blood and blood products guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- review past medical history and undertake clinical assessment of cardiovascular status and state of hydration
- work in partnership with a member of the nursing staff
- determine need for blood product
- prescribe blood product
- support nursing staff in checking right patient, right blood, in date.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes												
	I confirm that the above named doctor has satisfactorily completed an IV infusion of blood and blood products												
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8. Injection of local anaesthetic to skin guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- identify Lidocaine ampoule and check date and strength
- with appropriate sterile technique draw up correct dose
- inject at 90 degree angle and slowly pushing the plunger
- wait before withdrawing to reduce the risk of backtracking.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an injection of local anaesthetic to skin												
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an injection of local anaesthetic to skin												
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9. Subcutaneous injection guidance

e.g. insulin or LMW heparin

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- inject at 90 degree angle and slowly push the plunger
- wait before withdrawing to reduce the risk of backtracking.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes		
	I confirm that the above named doctor has satisfactorily completed a subcutaneous injection		
	Assessor's signature	Surname:	
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	Comments:		

2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes		
	I confirm that the above named doctor has satisfactorily completed a subcutaneous injection		
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10. Intramuscular injection guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- carefully select safe site to inject
- pull back the plunger. If no blood appears, inject by slowly pushing the plunger and wait before withdrawing to reduce the risk of backtracking
- if blood appears, completely withdraw the needle, replace the needle and start again.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an intramuscular injection												
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an intramuscular injection												
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Core procedures assessment form

Name of foundation doctor:		GMC number:	
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11. Perform and interpret ECG guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- attach monitor leads in the correct places
- run 12-lead ECG and rhythm strip.

Foundation doctors should be able to recognise and interpret ECGs showing the following:

- i) normal pattern
- ii) common QRS abnormalities: LBBB, RBBB, LVH, RVH
- iii) acute STEMI and NSTEMI
- iv) bradycardia
- v) broad and narrow complex tachyarrhythmias
- vi) hyperkalaemia
- vii) VT and VF.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily: performed an ECG <input type="checkbox"/> interpreted an ECG; <input type="checkbox"/> or both performed and interpreted an ECG <input type="checkbox"/>												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 5px;">Assessor's signature</td> <td style="width: 15%; padding: 5px;">Surname:</td> <td style="width: 40%;"></td> </tr> <tr> <td></td> <td style="padding: 5px;">Position:</td> <td></td> </tr> <tr> <td></td> <td style="padding: 5px;">Reg./PIN number:</td> <td></td> </tr> <tr> <td style="padding: 5px;">.....</td> <td style="padding: 5px;">Date:</td> <td></td> </tr> </table>	Assessor's signature	Surname:			Position:			Reg./PIN number:		Date:	
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	Comments:												
2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily: performed an ECG <input type="checkbox"/> interpreted an ECG; <input type="checkbox"/> or both performed and interpreted an ECG <input type="checkbox"/>												
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Core procedures assessment form

Name of foundation doctor:		GMC number:	
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12. Perform and interpret peak flow guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- demonstrate manoeuvre
- observe patient performance three times
- instruct patient to record best of three.

Foundation doctors should be able to recognise and interpret PEFs showing the following:

- i) normal (predicted based on age, height, sex)
- ii) variability.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily performed and interpreted peak flow												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 5px;">Assessor's signature</td> <td style="width: 15%; padding: 5px;">Surname:</td> <td style="width: 40%;"></td> </tr> <tr> <td></td> <td style="padding: 5px;">Position:</td> <td></td> </tr> <tr> <td></td> <td style="padding: 5px;">Reg./PIN number:</td> <td></td> </tr> <tr> <td style="padding: 5px;">.....</td> <td style="padding: 5px;">Date:</td> <td></td> </tr> </table>	Assessor's signature	Surname:			Position:			Reg./PIN number:		Date:	
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily performed and interpreted peak flow												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 5px;">Assessor's signature</td> <td style="width: 15%; padding: 5px;">Surname:</td> <td style="width: 40%;"></td> </tr> <tr> <td></td> <td style="padding: 5px;">Position:</td> <td></td> </tr> <tr> <td></td> <td style="padding: 5px;">Reg./PIN number:</td> <td></td> </tr> <tr> <td style="padding: 5px;">.....</td> <td style="padding: 5px;">Date:</td> <td></td> </tr> </table>	Assessor's signature	Surname:			Position:			Reg./PIN number:		Date:	
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Core procedures assessment form

Name of foundation doctor:		GMC number:	
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13. Urethral catheterisation (male) guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- administer lidocaine gel (or equivalent)
- insert the catheter slowly into the bladder, advancing a further 4-5 cm after urine is seen, inflate the balloon (as described on catheter cuff), drain the urine and affix a catheter valve or drainage bag.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an urethral catheterisation (male) procedure.												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 5px;">Assessor's signature</td> <td style="width: 15%; padding: 5px;">Surname:</td> <td style="width: 40%;"></td> </tr> <tr> <td></td> <td style="padding: 5px;">Position:</td> <td></td> </tr> <tr> <td></td> <td style="padding: 5px;">Reg./PIN number:</td> <td></td> </tr> <tr> <td style="padding: 5px;">.....</td> <td style="padding: 5px;">Date:</td> <td></td> </tr> </table>	Assessor's signature	Surname:			Position:			Reg./PIN number:		Date:	
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an urethral catheterisation (male) procedure.												
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Core procedures assessment form

Name of foundation doctor:		GMC number:	
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14. Urethral catheterisation (female) guidance

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- insert the catheter slowly into the bladder, advancing a further 4-5 cm after urine is seen, inflate the balloon (as described on catheter cuff), drain the urine and affix a catheter valve or drainage bag.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an urethral catheterisation (female) procedure.												
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2	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed an urethral catheterisation (female) procedure.												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 5px;">Assessor's signature</td> <td style="width: 20%; padding: 5px;">Surname:</td> <td style="width: 35%;"></td> </tr> <tr> <td></td> <td style="padding: 5px;">Position:</td> <td></td> </tr> <tr> <td></td> <td style="padding: 5px;">Reg./PIN number:</td> <td></td> </tr> <tr> <td style="padding: 5px;">.....</td> <td style="padding: 5px;">Date:</td> <td></td> </tr> </table>	Assessor's signature	Surname:			Position:			Reg./PIN number:		Date:	
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Core procedures assessment form

Name of foundation doctor:		GMC number:	
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15. Airway care including simple adjuncts guidance

E.g. Guedel airway or laryngeal masks

REMEMBER: always refer to local protocol where available.

Generic requirements:

- introduce themselves
- check the patient's identity
- confirm that the procedure is required
- explain the procedure to the patient (including possible complications and risks) and gain informed consent for the procedure (under direct supervision where appropriate)
- take all necessary steps to reduce the risk of infection, including washing hands, wearing gloves and maintaining a sterile field if appropriate
- dispose of all equipment in the appropriate receptacles
- document the procedure in the notes; and
- arrange appropriate aftercare/monitoring.

Procedure specific requirements:

- follow principles of basic life support training including airway manoeuvres
- correctly uses adjuncts: oropharyngeal and nasopharyngeal.

1	Assessor: have you been trained in assessment methodology and feedback? <input type="checkbox"/> Yes I confirm that the above named doctor has satisfactorily completed airway care including simple adjuncts (e.g. Guedel airway or laryngeal masks)												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 5px;">Assessor's signature</td> <td style="width: 15%; padding: 5px;">Surname:</td> <td style="width: 40%;"></td> </tr> <tr> <td style="padding: 5px;">.....</td> <td style="padding: 5px;">Position:</td> <td></td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;">Reg./PIN number:</td> <td></td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;">Date:</td> <td></td> </tr> </table>	Assessor's signature	Surname:		Position:			Reg./PIN number:			Date:	
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