

Point of Care Testing Checklist

Name:

Date:

Location/Unit:

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
Proper hand hygiene, using alcohol-based hand rub or soap and water, is performed before collecting specimen				
Clean/disinfect POC device before and after use per manufacturer's instructions				
Work surfaces are cleaned before and after testing				
All reagents and media are stored as recommended by the manufacturer				
Expired reagents/kits are not used				
Reagents from different lot numbers are not mixed together				
Reagents are stored and prepared according to manufacturer's instructions				
Time is allowed for refrigerated reagents/samples to come to room temperature prior to testing if required by the manufacturer's instructions				
Equipment calibration checks are performed following the manufacturer's instructions				
Quality control is performed as recommended in the manufacturer's instructions				
The manufacturer's instructions for use of the appropriate collection device and sample volume are followed				
Appropriate personal protective equipment (PPE) is worn when collecting the sample and testing				
Samples are properly labeled				
Proper biohazard containers are used to dispose of waste and sharps				
Critical results are documented and reported as per policy				
Testing records, including equipment logs, maintenance records, QC documents and test results are maintained per policy				
Critical results are documented and reported as per policy				

Use N/A if (a) non-applicable or (b) not assessed.

General Comments