**Nurse Competency Checklist for COVID-19 Testing**

*State logo added here. If not, delete text box*

**(05.27.2021)**

**(12.29.2020)**

**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Hire Date**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **Skill Area** | | **Evaluation**  **(Check One)** | | **Method of Evaluation**  **(Check One)**  D = Skills Demonstration  O = Performance Observation  W = Written Test  V = Verbal Test | | | | **Verification**  **(Initials/Date)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Competency**  **Demonstrated/**  **Meets**  **Standards** | **Needs Additional Training** |
| **D** | **O** | **W** | **V** |
| **Policies and Procedures** | Locate written infection control policies and procedures. |  |  |  |  |  |  |  |
| Verbalizes policy for   * Specimen Collection for COVID-19 testing * Point of Care Antigen Testing |  |  |  |  |  |  |  |
| Describes facility policy on immediate mitigation actions with positive results |  |  |  |  |  |  |  |
| **Hand Hygiene** | Demonstrates hand washing with soap and water |  |  |  |  |  |  |  |
| Demonstrate hand hygiene using alcohol-based hand rub (ABHR). |  |  |  |  |  |  |  |
| **Personal Protective Equipment**  **Nursing**  **Housekeeping** | Demonstrate donning and removal (in the correct sequence) of   * Gown * N95 Respirator * Goggles or face shield * Gloves * Who to contact if additional PPE is needed |  |  |  |  |  |  |  |
| Describes facility protocol for reuse and/or extended use of PPE |  |  |  |  |  |  |  |
| Identify location and proper storage of Personal Protective Equipment |  |  |  |  |  |  |  |
| (Insert any State specific PPE guidance) |  |  |  |  |  |  |  |
| **Standard Precautions**  **(All Departments)** | **(Nurses)**State how the facility identifies residents to be placed in transmission-based precautions (*i.e.,* contact, droplet, airborne-if equipped in facility) |  |  |  |  |  |  |  |
| **Respiratory Hygiene/Cough Etiquette**  **(All Departments)** | Demonstrate cough etiquette and respiratory hygiene |  |  |  |  |  |  |  |
| **Environmental Cleaning**   * **Housekeeping** * **Nursing** | **Housekeeping Staff:**  Demonstrate:   * Demonstrates cleaning and disinfection of room used for testing |  |  |  |  |  |  |  |
| **Nursing:**  Demonstrate cleaning/disinfection of:   * Testing equipment consistent with manufacturer’s recommendations and product instructions |  |  |  |  |  |  |  |
| **ALL Staff**  Able to identify proper use and follow label directions for each disinfectant used by employee in the facility  (EPA List N disinfectant) |  |  |  |  |  |  |  |
| **Specimen Collection-Nasopharyngeal Swab (NP)** | * Gathers supplies   + PPE   + Sterile synthetic fiber swabs with plastic or wire shafts unless swab provided in POC testing is required for test   + Sterile transport tube * Performs Hand Hygiene * Dons PPE in correct sequence * Close room door * Grasps swab by the end of the handle * Tilt resident’s head back 70 degrees * Gently and slowly inserts swab into nostril parallel to palate until resistance is reached * Rolls swab gently and leaves swab in place for several seconds to absorb secretions * Removes swab slowly while rotating * If resident presents with a deviated septum or blockage, use same swab to obtain specimen from the other nostril * Promptly tests specimen using point of care antigen test device following manufacturer’s recommendations or places swab into sterile tube with viral transport medium for lab testing * If specimen is sent to offsite lab, nurse follows proper labeling and storage policy * Cleaning and disinfection according to policy and procedure:   + Machine in accordance with the manufacturers directions   + Surfaces   + Room * Doffs PPE in accordance with facility procedure * Performs Hand Hygiene * Documentation of results per facility procedure * Reports positive testing immediately for proper mitigation efforts |  |  |  |  |  |  |  |
| **Anterior Nasal Swab Specimen Collection** | * Gathers supplies * Dons PPE in correct sequence * Closes room door * Using a sterile flocked or spun polyester swab, insert the entire absorbent tip of the swab (usually ½ to ¾ of an inch inside the nostril and firmly sample the nasal wall by rotating the swab in a circular path against the nasal wall at least 4 times. This should take approximately 15 seconds to collect the sample. Be sure to collect any nasal drainage that may be present on the swab * Samples both nostrils with the same swab * Completes antigen test promptly following manufacturer’s recommendations * Cleaning and disinfection according to policy and procedure:   + Machine in accordance with manufacture’s instructions   + Surfaces   + Room * Doffs PPE in accordance with facility procedure * Performs Hand Hygiene * Documentation of results per facility procedure * Reports positive testing immediately for proper mitigation efforts |  |  |  |  |  |  |  |
| **Nurse** | * Demonstrates POC testing quality control and instrument calibration in accordance with the manufacturer’s instructions * Describes actions if calibration fails prior to use with another resident specimen |  |  |  |  |  |  |  |
| **Other (Describe)** |  |  |  |  |  |  |  |  |
| **Other (Describe)** |  |  |  |  |  |  |  |  |

**References and Resources:**

Centers for Disease Control and Prevention. Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens for COVID-19, Updated Feb. 26, 2021: <https://www.cdc.gov/coronavirus/2019-ncov/lab/guidelines-clinical-specimens.html>

Centers for Disease Control and Prevention. Healthcare Providers: Information on COVID-19. Updated Mar. 31, 2021: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/index.html>

Centers for Disease Control and Prevention. Guidance for SARS-CoV-2 Point-of-Care and Rapid Testing. Updated Mar. 12, 2021: <https://www.cdc.gov/coronavirus/2019-ncov/lab/point-of-care-testing.html>

Centers for Medicare & Medicaid Services. QSO-20-38-NH. August 26, 2020, Revised 04/27/2021: Interim Final Rule (IFC), CMS-3401-IFC, Additional Policy and Regulatory Revisions in Response to the COVID-19 Public Health Emergency related to Long-Term Care (LTC) Facility Testing Requirements and Revised COVID19 Focused Survey Tool: <https://www.cms.gov/files/document/qso-20-38-nh.pdf>

Centers for Medicare & Medicaid Services. Frequently Asked Questions: COVID-19 Testing at Skilled Nursing Facilities/Nursing Homes: <https://www.cms.gov/files/document/covid-faqs-snf-testing.pdf>

Quidel. Sofia SARS Antigen FIA Resources: <https://www.quidel.com/node/8736>

BD Veritor™ System for Rapid Detection of SARS-CoV-2: <https://www.bd.com/en-us/offerings/capabilities/microbiology-solutions/point-of-care-testing/bd-veritor-plus-system-for-rapid-covid-19-sars-cov-2-testing>

**\*I certify that I have received orientation in the above-mentioned areas.**

**\*Employee:**

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**Initials**  **Signature**  **Date**

**Evaluator/Trainer:**

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**Initials Signature Date**

***(PLACE IN EMPLOYMENT FILE)***