Obtain and test specimens from individuals

Overview

This standard covers obtaining specimens, testing some specimens in the work area, and forwarding some specimens for laboratory investigation.

Collection of blood specimens is not included.

Users of this standard will need to ensure that practice reflects up to date information and policies.
Performance criteria

**You must be able to:**

P1 work within your level of competence, responsibility and accountability for obtaining and testing specimens

P2 apply appropriate health and safety measure, standard precautions for infection prevention and control and personal protective equipment relevant to the procedure and environment

P3 check the individual's identity and gain valid consent and authorisation for the planned activity

P4 communicate effectively in the appropriate medium to meet the individual's needs and preferences

P5 ensure privacy and dignity at all times, taking into account the individuals' ethnic and religious background which might influence certain aspects of collecting specimens

P6 check the required preparations have been completed and stop the procedure if the necessary preparations have not been followed by the individual or staff

P7 provide the necessary and appropriate container for the specimen to the individual

P8 obtain specimens from clients when they cannot do this themselves, and place them in the appropriate container

P9 ensure specimens are collected in the correct order where necessary

P10 label specimens correctly, attach the relevant documentation, place in the relevant biohazard bags, and put them in the correct place for storage, collection or transportation

P11 record any problems in obtaining the specimen to the appropriate member of the team without delay

P12 when required, test specimens using the correct process for the investigation to be performed, and according to the specimen being tested

P13 report immediately any findings which are outside of normal ranges and which demand urgent attention in line with local policies, protocols and procedures

P14 reassure and inform the individual of the results of the tests according to their needs or pass this on to other staff members if this is beyond your role and responsibility

P15 maintain full, accurate and legible records of sample collection and testing and store in correct location in line with current legislation, guidelines, local polices and protocols
SFHCHS7 - SQA Code HC5X 04
Obtain and test specimens from individuals

Knowledge and understanding

You need to know and understand:

K1 your own level of competence, authority and specialist knowledge base in relation to obtaining and testing specimens from individuals
K2 how to communicate effectively in the appropriate medium to meet the individual's needs and preferences
K3 why it is essential to check the identity of the individual, valid consent and authorisation for the planned activity
K4 the importance of maintaining the individual's confidentiality, privacy and dignity
K5 the importance of applying appropriate health and safety measures, standard precautions for infection prevention and control and personal protective equipment relevant to obtaining and testing specimens from individuals and the potential consequences of poor practice
K6 the types of specimen you may obtain
K7 the required preparation for individuals prior to the type of specimen collection within your work practice
K8 the importance of giving clear explanations to individuals to enable them to collect their own specimens when appropriate
K9 the adverse effects that may occur and how to respond to them
K10 the materials and equipment required for collecting the specimen and the types of specimens that you may obtain
K11 the different types of container, transport media and request forms for specimens appropriate to the specimen and planned test procedure
K12 the information that is required to ensure accurate labelling of specimens and the potential hazards and other consequences related to incorrect labelling or dispatch of specimens
K13 the tests and investigations that may be carried out on the specimens you obtain
K14 the implications the results of the tests will have on the individual
K15 the importance of accurate record keeping
K16 the importance of immediately reporting any findings which are outside of normal ranges and which demand urgent attention
K17 the current national legislation, guidelines, organisational policies and protocols which affect your work practice
K18 the policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others
Additional Information

**External Links**

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB8 Biomedical investigation and intervention
The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

**Unit assessed as being complete**

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**Internal Verification —**

to be completed in accordance with centre’s IV strategy

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This Unit has been subject to an admin check in keeping with the centre’s IV strategy.

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**Unit completion confirmed**

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