**Bag Technique and Equipment Management Competency**

Staff Member\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  | **Bag Technique & Equip Management** | Yes | No | N/A | Comments |
| --- | --- | --- | --- | --- | --- |
| 1 | Adequate patient care work space was maintained: clean, kept away from traffic, pets, children, heat or cooling vents, with adequate lighting |  |  |  |  |
| 2 | Clinical Bag was placed on liner or hung to keep off floor and upholstered furniture |  |  |  |  |
| 2 | Hand Hygiene was performed prior to entering/re-entering Clinical Bag |  |  |  |  |
| 4 | Equipment &/or Clean items removed from Clinical Bag were placed on a clean surface such as a liner or paper towel |  |  |  |  |
| 5 | Clinical Bag was kept closed when not in use |  |  |  |  |
| 6 | Clinical Bag Items were disinfected and allowed to dry prior to placing back into bag, per agency policy\* |  |  |  |  |
| 7 | Laptop computer was disinfected with wipe agency chooses and allowed to dry, prior to placing into storage per agency standards\* |  |  |  |  |
| 8 | Hand Hygiene was performed between patient care and touching keyboard / device |  |  |  |  |
| 9 | Laptop computer / device was stored away from patient care supplies per agency standards |  |  |  |  |
| 10 | Cell phone was disinfected with wipe agency chooses and allowed to dry prior to placing into bag or on your person prior to leaving home\* |  |  |  |  |
| 11 | Reusable equipment removed from the home, placed in a separate bag, double bagged, labeled and transported to agency's decontamination area. (Bloody drainage is placed in biohazard bag & double bagged) |  |  |  |  |
|  | **Totals** |  |  |  |  |
| a | # of Yes |  |  |  |  |
| b | # of No |  |  |  |  |
| c | Add total # of Y + N |  |  |  |  |
| d | Divide total # of Y by total # Y + N = Compliance Score % | % |  |  |  |
|  | **Scoring Guideline** |  |  |  |  |
| a | Score Y when task consistently performed |  |  |  |  |
| b | Score N when one or more errors made |  |  |  |  |
| c | Score N/A when task was not observed |  |  |  |  |

Reference: VNA of the Midlands, Omaha, Nebraska

\*Based upon wipe manufacture guidelines

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