

Checklist: Assessment of practical skills for venepuncture

Name:

Date:

Date of birth:

The numbered steps must be completed in the order given.

Method	Venepuncture	Assessment			
		yes	no	right	wrong
Staff member is not wearing any jewellery on hands					
Supplies					
1	Puts out gauze;				
2	Puts out tourniquet;				
3	Puts out tape;				
4	Evacuates tubes and puts them out;				
5	Puts out needle;				
6	Has sharps container ready.				
Procedure					
1	Asks for date of birth and name, checks these against the dosage schedule (positive identification);				
2	Takes needle out of the packaging;				
3	Chooses a site that causes the least amount of inconvenience for the patient;				
4	Applies tourniquet;				
5	Locates the vein and identifies collection site punctures vein;				
6	Attaches the blood collection tube to the needle;				
7	Releases tourniquet during blood withdrawal;				
8	Removes the tube and the needle;				
9	Inverts the tube 3x;				
10	Applies pressure to the collection site with gauze and asks the participant to press down firmly;				
11	Disposes of needle in the sharps container;				
12	Tapes down gauze with tape;				
13	Removes tourniquet;				
14	Checks for bleeding;				
15	Affixes barcode sticker to the tube or records name, date of birth and outpatient clinic / destination on the tube.				
Complications					
1	Checks for continued bleeding by checking if there is blood coming through the gauze;				
2	Replaces gauze if necessary;				
3	Member of staff knows what to do in case of a needle stick injury.				
Has the execution of the entire procedure been judged satisfactory?					

The execution of the entire procedure is satisfactory if the steps to be carried out have all be assessed with Yes and Good.

Name of assessor:

Assessor's signature: