

PERFORMANCE CHECKLIST

Collecting Routine Urine Specimen

Name _____

To be completed by instructor during observation of 100%, unassisted mastery of procedure. Date and sign below. Skill mastery must be demonstrated prior to direct patient contact.

Equipment: Clean bedpan and cover/urinal/toilet hat, basin of warm water, soap, wash cloth, towel, container and cover for specimen, clean graduate, label, laboratory requisition slip, gloves, leak-proof transport bag

Note: There must be no feces in sample.

- ____ 1. Receive directions from supervisor.
- ____ 2. Assemble equipment. (Bedpan/urinal/toilet hat/graduate must be clean).
- ____ 3. Knock before entering.
- ____ 4. Greet and identify resident.
- ____ 5. State your name and title.
- ____ 6. Explain procedure and obtain permission.
- ____ 7. Wash hands, put on gloves and provide privacy.
- ____ 9. Fill out label, put on specimen container and put container in bathroom with lid off. Inside of lid should be facing up. Use paper towel for clean surface as needed.
- ____ 10. Perform pericare or instruct resident to perform if perineal area dirty.
- ____ 11. Instruct not to put toilet tissue into bedpan/toilet hat or urinal.
- ____ 12. Instruct to urinate only into clean urinal/bedpan/toilet hat.
- ____ 13. Take covered bedpan or urinal to bathroom or use urine in toilet hat.
- ____ 14. Pour urine into clean graduate and measure if resident on intake and output.
- ____ 15. Fill specimen container about 3/4 full of urine. Do not touch inside of container or inside surface of lid. Avoid touching outside of container with contaminated gloves. If gloves contaminated, change gloves.
- ____ 16. Discard excess urine and flush toilet.
- ____ 17. Clean equipment and return to proper place.
- ____ 18. Remove gloves, wash hands, and put lid on specimen container.
- ____ 19. Place specimen container in leak-proof transport bag.
- ____ 20. Provide for comfort with call signal in reach.
- ____ 21. Transport specimen to proper location.
- ____ 22. Record actions and report any abnormal observations to supervisor.

Pass _____ Instructor's Signature _____ Date _____

The above signature attests that the evaluator did not prompt, give hints, or otherwise assist the individual in the performance of the skills, or allow the individual to study the skill after selection or before demonstration when the individual was being tested for competency. 2005