University of Virginia Health System
Competency Verification Record
CareFusion Alaris Pump

Employee Name:_____Date: _____

Note: *This Competency Verification Record is **not** a required part of the permanent personnel record. This form is to be used as a guide for competency check off only; the Annual Competency Record is used to document competency. (If competency validation occurs away from the unit, this form can be completed by the validator; the signed form can then be presented to the unit NEC or manager as evidence of competency. The Annual Competency Record is then signed indicating that the competency was validated).*

CareFusion Pump: Circle the items below that are used with the patient population on the unit. All Unmarked items will not be covered in the competency validation process and will be left blank.

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Alaris IV Pump PC Unit and Modules   **PCA/Syringe Module**   **Syringe Module**

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Instructions:

☐ Successful completion is documented on the Annual Competency Record (ACR) or New Hire Competency Record using the following statements:
  o Demonstrates use of Alaris Pump
☐ Unit-based Super Trainers will validate competency for each staff member using the training guide below.
☐ Competency sign off options:
  o The ACR or New Hire Competency Record will be signed by the unit-based Super Trainer
  o This completed form can be presented to the unit-based NEC or manager as evidence of competency and they will sign off on the ACR.

Demonstrated Skill:	**Evaluator's Initials**
ALARIS® IV PUMP PC UNIT AND MODULES	
Equipment • Demonstrates prevention of inadvertent free-flow by properly inserting the Administration Set into the pumping mechanism, and by closing the set roller clamp when the safety clamp is open	
• Demonstrates attaching and detaching a module from the Pump PC unit	
Guardrails® Safety Software Operation • Demonstrates selection of the correct profile for the patient and setting	
• Demonstrates utilization of Guardrails® to program a drug or fluid within limits that support the hospital's best practice	
• Describes the rationale for both hard and soft limits within the Guardrails® library, and the rationale for requiring reprogramming when hard limits are encountered	
• Describes the rationale for the Guardrails® G icon to display when infusions are programmed above or below soft limits. Demonstrates pressing the G soft key to display all out-of-range limits	
• Demonstrates programming a rapid drug specific bolus (lorazepam, etc.) allowing the pump to automatically calculate the bolus duration	
• Describes the rationale for always using the Guardrails® Safety Software if the drug or IV fluid is contained within the software library	
Other Operation • Demonstrates using the "RESTORE" feature to recall the originally entered VTBI when an infusion is complete (VTBO=0 and /or at KVO rate)	
• Demonstrates pausing an infusion using the hard key on the Alaris® pump module	

Demonstrated Skill:	Evaluator's Initials
PCA/SYRINGE MODULE	
• Describes deleting all PCA patient history by selecting a new patient, changing the profile, changing the drugs, or changing the dosing units	
• Demonstrates attaching/locking and unlocking/detaching the PCA module from the Pump PC Unit	
• Describes the process to maintain secure access to the PCA module utilizing the key and/or security code	
• Describes the requirement to have the key in the "Program" position or using the hospital approved security code to program the PCA module unless changing or installing a new syringe	
• Demonstrates attaching and detaching the dose request cord	
• Describes the rationale for attaching the PCA module to the immediate right of the PC unit	
• Demonstrates holding the installed syringe plunger as the Drive Head is lowered to prevent accidental push on the plunger	
• Describes the rationale for clamping off fluid flow to the patient when loading or unloading a syringe	
• Describes the rationale and demonstrates the process to ensure the displayed manufacturer syringe and size correctly identifies the installed syringe	
• Demonstrates priming the administration set and clamping off fluid flow prior to attaching to patient to prevent inadvertent uncontrolled flow	
• Demonstrates programming a PCA dose and continuous infusion	
• Demonstrates programming a clinician administered PCA Bolus dose	
• Demonstrates pausing an infusion, changing the current syringe, and using the RESTORE key to restore the previous programming parameters	
• Describes that the RESTORE key is only appropriate when drug, therapy, concentration, and dosing units remain the same	
• Demonstrates the process to modify PCA parameters (PCA dose, lockout interval, etc.) during an active PCA infusion	
• Describes the rationale for the message requiring the clinician to reprogram a PCA infusion when the Alaris® PCA module detects a programmed infusion that would cause more than 35% of the syringe capacity to be delivered per hour	
• Demonstrates viewing and clearing the patient history	
• Describes the timeframe patient history data is stored as a rolling 24 hour period	
• Demonstrates the Drug Event feature to display PCA drug and PCA settings, clinician bolus doses, and PCA pause event data for approximately 12 hours of events as applicable	
• Describes that the near end of infusion (NEOI) option enables an alert to sound before the infusion is complete at a hospital-established syringe volume of 5%	
• Describes the rationale for the NEOI to require silencing one time prior to the empty syringe alert to sound	

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Demonstrated Skill:	Evaluator's Initials
LOCKBOX	
• Demonstrates attaching and locking the medication lockbox	
• Describes the appropriate use of the lockbox and medications that require its use	
• Demonstrates securing medications inside the lockbox	
SYRINGE MODULE	
• Demonstrates attaching/locking and unlocking/detaching the syringe module from the Pump PC Unit	
• Demonstrates priming the administration set and clamping off fluid flow prior to attaching to patient to prevent inadvertent uncontrolled flow	
• Demonstrates holding the installed syringe plunger as the Drive Head is lowered to prevent accidental push on the plunger	
• Describes the rationale for clamping off fluid flow to the patient when loading or unloading a syringe	
• Describes the rationale and demonstrates the process to ensure the displayed manufacturer syringe and size correctly identifies the installed syringe	
• Demonstrates pausing an infusion, changing the current syringe, and using the RESTORE key to restore the previous programming parameters	
• Describes the near end of infusion (NEOI) option enables an alert to sound before the infusion is complete at a hospital-established syringe volume of 5%	
• Describes the rationale for the NEOI to require silencing one time prior to the empty syringe alert to sound	

• Describes the appropriate steps to minimize start up delays when programming infusions at rates <1mL/hr to include:
   o using the smallest syringe possible
   o properly priming the administration set
   o ensuring device is at or below level of patient
   o utilizing the Prime Set with Syringe feature on the Alaris® Syringe model	

Competency Verified by:

_____ Date: _____
Evaluator's Name (printed)   Evaluator's signature