

Quality Control Monitoring Sheet for Hematocrit Technique

This check sheet is to be used to assess hematocrit technique
 (When a technique is not appropriate, please indicate corrective
 action or other comments in the column provided.)

Supervisor _____

Clinic _____

Trainee _____

Date _____

Key: A = Appropriate NA = Not Appropriate

Observe correct procedure for blood specimen collection	A	NA	Comments
Finger cleansed with alcohol - allowed to dry			
Quick, firm jab with lancet			
Lancet disposed of promptly			
First two drops of blood wiped away			
Longest end of capillary tube inserted into center of drop of blood			
Finger not squeezed, or milked, to increase blood flow			
Tube filled exactly to the calibration mark			
Outside of capillary tube free of blood			
Tube filled to mark and dry end only plugged			
Plug of clay no greater than 1/8 inch			
Participant instructed to apply slight pressure to wound with a clean cotton ball			
Observe correct procedures for centrifuge operation:			
Can open and close top cover and lock and unlock head cover			
Capillary tube is placed with clay-sealed ends near the outside perimeter			
Tube is balanced in the centrifuge head			
The number of the slot for each participant's tube is recorded			
Locks headcover and top cover before starting the motor			
Observe correct procedures for scoring and measuring:			
Reader card is placed on flat table - examiner stands directly above the card			
One capillary tube at a time is read			
The top of the clay is aligned perpendicular to the zero percent line			
Tube is moved until clean fluid level at top intersects the 100 percent line			
Hematocrit is correctly read			