 <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p> <p>B.S. Aquino Drive Bacolod City 6100</p>	DCN: – HW - QP – 07
	REVISION NO: 00
	DATE EFFECTIVE: 01-01-09
	PAGE NO: 1 OF 2
	SUBJECT: TRAINING AND SUPERVISION OF PROFESSIONALS WHO PERFORM PROCEDURES

PURPOSE

1. To provide safety for patients in the hospital by ensuring proper training and thorough supervision of the health care professional when performing procedures.
2. To make the best use of nurses' knowledge and skills to achieve quality outcomes effectively and efficiently.

DEFINITION

Health Care Professional - A medical doctor, registered nurse, respiratory therapist, physical therapist, medical technologist and radiologic technologist that are authorized to perform procedures needed by and essential to the patients.

LEVEL


Medical Doctor, Registered Nurse, Respiratory Therapist, Physical Therapist, Medical Technologist, Radiologic Technologist

POLICY

1. All health care professionals who are involved in performing procedures to patients shall endeavor to do it with utmost accuracy in accordance with the standards of the medical profession.
2. The policy on two (2) patient identifiers should be practiced prior to performance of any procedure.
3. Orientation by senior staff members to the trainees should be done to facilitate performance of procedures.

PROCEDURE

1. The senior staff orients the trainee about the duties and responsibilities in performing procedures.
2. The senior staff acts as the mentor who trains and supervises the performance of the procedures of the trainee.
3. The trainee checks physician's written order.
 - 3.1 Identifies patient's chart correctly.
 - 3.2 Identifies patient's diagnosis, current condition, medications and **treatment**.
 - 3.3 Watch out for specific instructions in performance of procedures.
 - 3.4 Confirms patient's identity.
5. The trainee encodes the request and makes charges on services and supplies needed in the performance of the procedures.


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6. The trainee prepares the materials essential for the performance of procedures.
7. The trainee identifies the patient by using the two (2) patient identifiers.
8. The trainee performs the procedures under the training and supervision of the senior staff as tasked by medical doctors that are needed by the patients.
9. The trainee and his/her senior wait until procedure is finished.
10. The trainee documents procedures done such as affixation of signatures upon medication administration, intravenous fluid administration and blood transfusions; inhalation administration, oxygen administration, set up of mechanical ventilator, ABG determination, blood, mucus, urine and stool specimen collection, rehabilitation of activities of daily living exercises, range of motion exercises, x-ray, ultrasound, CT scan, ECG, 2D Echocardiography, Bio-Z and the like.
11. Senior staff member countersigns the signed procedures done by the trainee as supervised.


DOCUMENTATION

1. Physician's Order Sheet
2. Nurses' Notes/Flow Sheet
3. Medication and Treatment Record
4. RTS Treatment Form

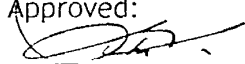
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