

TRAINED STAFF WILL DEMONSTRATE KNOWLEDGE OF SKILLS IN THE AREAS SPECIFIED BELOW. PLEASE INDICATE THE PAGE NUMBER NEXT TO THE TOPICS LISTED BELOW.

	ACTIVITIES	PAGE NUMBER	COMMENTS
1	BASIC ANATOMY OF THE URINARY SYSTEM		
	Urinary system diagram with labels		
2	PURPOSE OF THE URINARY CATHETER		
	Respite workers shall be limited to emptying, changing bags and care of the catheter site as stated in WIC 4686 (a) (2)		
3	KNOWLEDGE OF THE DIFFERENT TYPES OF CATHETERS		
	Straight catheter		
	Foley catheter/In-dwelling catheter		
	Suprapubic catheter		
4	KNOWLEDGE OF WHERE THE PROCEDURE CHECKLIST IS PLACED AND FOLLOWS ALL PROCEDURES		
5	KNOWLEDGE OF THE DIFFERENT SIZES OF DRAINAGE BAGS		
	• Leg bag		
	Large bag (down drain)		
6	ABILITY TO PERFORM ASEPTIC TECHNIQUE		
	Demonstrates knowledge of proper hand hygiene technique		
	Demonstrates knowledge of the importance of wearing disposable gloves		
	Demonstrates knowledge of proper equipment preparation		

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	• Demonstrates understanding of microbial contamination and the prevention of infection	
	Demonstrates sterile technique	
7	DEMONSTRATES SKILL IN THE PREPARATION OF CONSUMER	
	Knowledge of the importance of providing consumer privacy	
	Demonstrates skill in explaining procedures to consumer	
	Demonstrates skill in proper positioning both during and after procedure	
8	DEMONSTRATES SKILL IN THE CARE OF A CATHETER	
	Ability to understand and implement physician orders	
	Performs hand hygiene	
	Demonstrates skills of sterile technique (i.e. wearing gloves)	
	Demonstrates ability to gather and organize equipment	
	Demonstrates ability to inspect the condition of a catheter and determine when	
	replacement is needed as listed in the identification of potential complications	
	Demonstrates skill in cleansing the urethral opening	
	→For female, wipe from the urinary meatus to the rectum	
	→For male, wipe in a circular motion cleaning from the meatus down to the glans	
	Demonstrates ability to monitor the catheter for proper placement	
	Demonstrates skill in emptying bag appropriately	
	Demonstrates skill in measuring urine intake and output	
	Demonstrates proper glove removal and disposal	
9	DEMONSTRATES SKILL IN EMPTYING AND CHANGING BAGS	
10	CLEANING OF EQUIPMENT	

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	Demonstrates skill in proper washing and maintenance of equipment
11	STORING SUPPLIES
	Demonstrates skill in proper storage of equipment and supplies
12	IDENTIFICATION OF POTENTIAL COMPLICATIONS
	Ability to recognize complications of catheter use, provide immediate
	treatment/interventions, and contact a health care provider
	Allergies (i.e. latex)
	Bleeding into or around the catheter
	Blood in the urine (hematuria)
	Catheter draining little or no urine despite enough fluid intake
	Consumer complaints of tenderness or pain
	• Fever, chills
	Indwelling catheter becomes dislodge
	Leakage of large amounts of urine around the catheter
	Sediment in the catheter or drainage bag
	Skin breakdown
	Urethra injury
	Urethra swelling
	Urinary retention (catheter plugged)
	Urinary tract or kidney infections
	Urine with strong smell or that is thick
13	KNOWLEDGE OF EMERGENCY PROCEDURES
	Knows when to call 911 and understands the emergency plan

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	Knows contact information of responsible person or emergency staff	
	Knows where the emergency information is posted	
14	PROCEDURES FOR REPORTING OR RECORDING UNUSUAL EPISODES	
	Demonstrates skill in how to document and report problems	
	Demonstrates knowledge of procedures for notifying parents or professionals of problems	
15	CONTINUING EDUCATION REQUIRMENTS	
	Possession of a current first aid certificate	
	Possession of a current Cardiopulmonary Resuscitation (CPR) course certificate	
	Annual recertification by training agency or designee to include both:	
	Oral examination or interview	
	Observation	

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