



**CREDENTIALING & PRIVILEGING OF  
ALLIED HEALTH PROFESSIONALS MINISTRY OF HEALTH**

**DIALYSIS CARE  
(HAEMODIALYSIS CARE)**

**CLINICAL PRACTICE RECORD**

**PARTICULARS OF APPLICANT**

1. NAME : .....
2. IC NO : .....
3. POSITION AND GRADE : .....
4. WORKING ADDRESS :  
.....  
.....  
.....
5. DATE OF JOINING HAEMODIALYSIS UNIT : .....
6. DURATION PREVIOUS EXPERIENCE : .....
7. YEAR OF PASSING RENAL POST BASIC/ ADVANCED DIPLOMA IN RENAL NURSING : .....
8. TRAINING FOR CREDENTIALING :

Gambar  
Ukuran  
Passport

DATE START : ..... DATE END : .....

I hereby confirm that the above information is true.

Signature : .....

Date : .....

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## GENERAL INFORMATION

The haemodialysis procedure is a highly specialized procedure which requires training, skills and experience. The care of haemodialysis patients also continues to evolve with new developments and innovations. In the interest of the safety and well-being of the haemodialysis patients, all Assistant Medical Officers and Staff Nurses working in accredited haemodialysis facilities should be credentialed for the core procedure in haemodialysis.

1. Any Assistant Medical Officer or Staff Nurse with a recognized Post Basic Renal Nursing Diploma from an accredited college may apply to be credentialed.
2. The proficiency of performance for the required skills shall be assessed by qualified assessors. The assessor shall be a :
  - a. Credentialed haemodialysis Assistant Medical Officer or Staff Nurse with at least 3 years working experience  
OR
  - b. Credentialed nephrologist (Nephrologist registered with the National Specialist Register)
3. Assistant Medical Officers and Staff Nurses starting work in accredited haemodialysis facilities must complete the credentialing log book within 6 months.
4. The log book for credentialing must be endorsed by:
  - a. Dialysis Supervisor/ Dialysis Manager with post basic renal nursing and at least 3 years of working experience.  
OR
  - b. Head of Department/ Nephrologist in charge.
5. Applications for credentialing must use the prescribed AHP 1 / AHP 2 forms and the credentialing log book.
6. Applications for the renewal of credentialing must use the prescribed renewal forms.
7. The validity of the credentialing is for 3 years only.

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### Operational definition

- 1. Accredited haemodialysis facility**
  - a. Must be a Government Haemodialysis Facility or a Licensed Private or NGO Haemodialysis Facility.
  - b. Must have a Resident Nephrologist or Affiliated Nephrologist.
  - c. Must have Assistant Medical Officer or staff Nurse with recognized Renal Post Basic/ equivalent certificate from accredited college.
  - d. Must have a minimum of 12 patients in the facility.
- 2. Accredited college**
  - a. College with Malaysian Qualification Agency (MQA) Certification or as recognized by the Ministry of Health.

### 2. REQUIREMENTS

#### THE FOLLOWING CRITERIA ARE REQUIRED FOR THE CREDENTIALING OF HAEMODIALYSIS STAFF

Any Assistant Medical Officer or Staff Nurse can apply to be credentialed if the following requirements are fulfilled:

##### **2.1 A recognized basic academic qualification**

Holds a recognized Diploma/ Degree for Assistant Medical Officer/ Nursing

AND

##### **2.2 A post basic/ post graduate qualification**

Holds a recognized Post Basic Renal Nursing Certificate or Advanced Diploma in Renal Nursing or equivalent

AND

##### **2.3 Has the required experience**

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APPLICANT'S EXPERIENCE	REQUIREMENT(S)
Those currently working for more than 1 year in an accredited haemodialysis facility	Recommendation from Supervisor/ Manager or the Head of Department/ Nephrologist
Those with more than 3 years of experience an accredited haemodialysis facility but have not worked in haemodialysis facility for less than 2 years	Recommendation from Supervisor/ Manager or the Head of Department/ Nephrologist
Those with more than 3 years of experience an accredited haemodialysis facility but have not worked in haemodialysis facility for more than 2 years	Serve in accredited haemodialysis facility continuously for 6 months and complete log book within the period. Recommendation from Supervisor/ Manager or the Head of Department/ Nephrologist.
Those with experience of less than 3 years and currently not working in haemodialysis facility.	Serve in accredited haemodialysis facility continuously for 12 months and complete log book within the period. Recommendation from Supervisor/ Manager or the Head of Department/ Nephrologist.

#### 2.4 Log book

All new applications for credentialing from 2017 onwards must be accompanied with a completed log book.

#### 3. DESCRIPTION:

##### CORE PROCEDURES:

List of procedures that must be performed by the applicant in order to be credentialed:

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#### LIST OF CORE PROCEDURES

1. ASSESSMENT OF PATIENT FOR HAEMODIALYSIS TREATMENT
2. CARE OF ARTERIO-VENOUS FISTULA (NATIVE AND GRAFT)
3. CARE OF HAEMODIALYSIS CATHETER (CUFFED AND NON-CUFFED)
4. ANTICOAGULATION THERAPY
5. PREPARATION OF HAEMODIALYSIS MACHINE
6. SETTING UP AND PRIMING OF DIALYZER AND BLOODLINE
7. CANNULATION TECHNIQUE
8. INITIATION OF HAEMODIALYSIS TREATMENT
9. TERMINATION OF HAEMODIALYSIS TREATMENT
10. DISINFECTION AND DECALCIFICATION OF HAEMODIALYSIS MACHINE
11. REPROCESSING OF DIALYZERS
12. MANAGEMENT OF INTRADIALYTIC COMPLICATIONS
13. IDENTIFICATION OF COMPONENTS AND FUNCTIONS OF HAEMODIALYSIS MACHINE
14. MONITORING AND MANAGEMENT OF WATER TREATMENT SYSTEM
15. PARENTERAL IRON ADMINISTRATION
16. MANAGEMENT OF ERYTHROPOEISIS STIMULATING AGENTS
17. ASSESSMENT OF DIALYSIS ADEQUACY
18. VASCULAR ACCESS RECIRCULATION STUDY

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL: 1. ASSESSMENT OF PATIENT FOR HAEMODIALYSIS TREATMENT

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL: 2. CARE OF ARTERIO-VENOUS FISTULA (NATIVE AND GRAFT)

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL: 3. CARE OF HAEMODIALYSIS CATHETER (CUFFED AND NON-CUFFED)

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good
16		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 4. ANTI COAGULATION THERAPY

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good

10

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 5. PREPARATION OF HAEMODIALYSIS MACHINE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 6. SETTING UP AND PRIMING OF DIALYZER AND BLOODLINE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 7. CANNULATION TECHNIQUE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 7. CANNULATION TECHNIQUE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good
21		Perform				Poor/Average/Good
22		Perform				Poor/Average/Good
23		Perform				Poor/Average/Good
24		Perform				Poor/Average/Good
25		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 8. INITIATION OF HAEMODIALYSIS TREATMENT

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 8. INITIATION OF HAEMODIALYSIS TREATMENT

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good
21		Perform				Poor/Average/Good
22		Perform				Poor/Average/Good
23		Perform				Poor/Average/Good
24		Perform				Poor/Average/Good
25		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 9. TERMINATION OF HAEMODIALYSIS TREATMENT

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 9. TERMINATION OF HAEMODIALYSIS TREATMENT

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good
21		Perform				Poor/Average/Good
22		Perform				Poor/Average/Good
23		Perform				Poor/Average/Good
24		Perform				Poor/Average/Good
25		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 10. DISINFECTION AND DECALCIFICATION OF HAEMODIALYSIS MACHINE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 11. REPROCESSING OF DIALYZERS

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Assist				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 11. REPROCESSING OF DIALYZERS

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 12. MANAGEMENT OF INTRADIALYTIC COMPLICATIONS

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Assist				Poor/Average/Good
2		Assist				Poor/Average/Good
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 12. MANAGEMENT OF INTRADIALYTIC COMPLICATIONS

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 13. IDENTIFICATION OF COMPONENTS AND FUNCTIONS OF HAEMODIALYSIS MACHINE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Assist				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

SKILL : 13. IDENTIFICATION OF COMPONENTS AND FUNCTIONS OF HAEMODIALYSIS MACHINE

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

SKILL : 14. MONITORING AND MANAGEMENT OF WATER TREATMENT SYSTEM

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Assist				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 14. MONITORING AND MANAGEMENT OF WATER TREATMENT SYSTEM

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
16		Perform				Poor/Average/Good
17		Perform				Poor/Average/Good
18		Perform				Poor/Average/Good
19		Perform				Poor/Average/Good
20		Perform				Poor/Average/Good
21		Perform				Poor/Average/Good
22		Perform				Poor/Average/Good
23		Perform				Poor/Average/Good
24		Perform				Poor/Average/Good
25		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 15. PARENTRAL IRON ADMINISTRATION

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good

## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 16. MANAGEMENT OF ERYTHROPOEISIS STIMULATING AGENT

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Perform				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 17. ASSESSMENT OF DIALYSIS ADEQUACY

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Observe				
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Assist				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good
13		Perform				Poor/Average/Good
14		Perform				Poor/Average/Good
15		Perform				Poor/Average/Good
16		Perform				Poor/Average/Good

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## PERFORMANCE LOG SHEET OF CORE PROCEDURES

### SKILL : 18. VASCULAR ACCESS RECIRCULATION STUDY

No	MRN	ACTIVITY	DATE	ASSESSOR	SIGN	REMARKS
1		Observe				
2		Observe				
3		Assist				Poor/Average/Good
4		Assist				Poor/Average/Good
5		Assist				Poor/Average/Good
6		Perform				Poor/Average/Good
7		Perform				Poor/Average/Good
8		Perform				Poor/Average/Good
9		Perform				Poor/Average/Good
10		Perform				Poor/Average/Good
11		Perform				Poor/Average/Good
12		Perform				Poor/Average/Good

N.B. since this procedure is not common, assessment by oral testing and demonstration of steps to the assessor is accepted.

### SUMMARY OF STAFF'S PROGRESS CLINICAL PRACTICE RECORDS FOR HAEMODIALYSIS CARE

NAME :

IC NO :

\*Note : This summary Clinical Practice Record Book has to be prepared at the each month.

No.	PROCEDURE	REQUIRED			DONE			REMARKS
		O	A	P	O	A	P	
1	Assessment of Patient For Haemodialysis Treatment	2	2	6				
2	Care Of Arterio-Venous Fistula (Native And Graft)	2	2	10				
3	Care Of Haemodialysis Catheter (Cuffed And Non-Cuffed)	2	2	12				
4	Anti Coagulation Therapy	2	2	6				
5	Preparation Of Haemodialysis Machine	2	2	5				
6	Setting Up And Priming Of Dialyzer And Bloodline	2	2	10				
7	Cannulation Technique	2	5	17				
8	Initiation Of Haemodialysis Treatment	3	5	17				
9	Termination Of Haemodialysis Treatment	3	5	17				
10	Disinfection And Decalcification Of Haemodialysis Machine	2	2	5				
11	Reprocessing Of Dialyzer	3	3	14				

No.	PROCEDURE	REQUIRED			DONE			REMARKS
		O	A	P	O	A	P	
12	Management Of Intradialytic Complications		5	15				
13	Identification Of Components And Functions Of Haemodialysis Machine	3	3	14				
14	Monitoring And Management Of Water Treatment System	3	3	19				
15	Parenteral Iron Administration	2	2	6				
16	Management Of Erythropoiesis Stimulating Agents	2	2	11				
17	Assessment Of Dialysis Adequacy	3	3	10				
18	Vascular Access Recirculation Study	2	2	8				

COMMENTS : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of Assessor

Verified by HOD/ Visiting Nephrologist

.....  
 (Name / Stamp)

.....  
 (Name / Stamp)

Date :

Date :