

Training checklist and carer/family post-training competency assessment

Patient name:		DOB:	
Carer name:			
Training checklist		Carer competency assessment	
1. Recognising and rating breakthrough symptoms			
Discuss how to recognise a symptom	<input type="checkbox"/>	The carer understands how to recognise breakthrough symptoms and how and when to rate them	<input type="checkbox"/>
Explain how and when to rate breakthrough symptoms	<input type="checkbox"/>		
2. Knowing what subcutaneous medicines to give			
Explain how to select the right medicine for a symptom	<input type="checkbox"/>	The carer can accurately select the right subcutaneous medicine for each breakthrough symptom	<input type="checkbox"/>
3. Writing a label, opening an ampoule and drawing up medicine		Applicable <input type="checkbox"/>	Not applicable <input type="checkbox"/>
Demonstrate the steps involved in writing a label, opening an ampoule and drawing up medicine as per the <i>step-by-step guide</i>	<input type="checkbox"/>	The carer can demonstrate all the steps involved in writing a label, opening an ampoule and drawing up medicine as per the <i>step-by-step guide</i>	<input type="checkbox"/>
Observe the carer completing all the steps involved in writing a label, opening an ampoule and drawing up medicine as per the <i>step-by-step guide</i>	<input type="checkbox"/>		
4. Giving medicine using a subcutaneous cannula			
Demonstrate the steps involved in giving subcutaneous medicines using a subcutaneous cannula as per the <i>step-by-step guide</i>	<input type="checkbox"/>	The carer can demonstrate all the steps involved in giving subcutaneous medicines as per the <i>step-by-step guide</i>	<input type="checkbox"/>
Observe the carer completing all the steps involved in giving subcutaneous medicines using a subcutaneous cannula as per the <i>step-by-step guide</i>	<input type="checkbox"/>		

Carer name:			
Training checklist		Carer competency assessment	
5. Checking the subcutaneous cannula			
Demonstrate how to check the insertion site	<input type="checkbox"/>	The carer understands how to check the subcutaneous cannula and its insertion site	<input type="checkbox"/>
6. Recording in the Medicines diary/medicines book			
Demonstrate how to fill out the Medicines diary/book	<input type="checkbox"/>	The carer can accurately complete the Medicines diary/book	<input type="checkbox"/>
Observe the carer filling out the Medicines diary/book	<input type="checkbox"/>		
7. Making sure there are enough medicines in the house			
Discuss with the carer how they will access prescriptions and or/medicines	<input type="checkbox"/>	The carer understands how to ensure an ongoing supply of medicine	<input type="checkbox"/>
8. Safely storing and disposing of subcutaneous medicines			
Explain how to store medicines and dispose of unused medicines safely	<input type="checkbox"/>	The carer understands how to safely store and dispose of unused medicines	<input type="checkbox"/>
Ask the carer to show you where they will store the medicines	<input type="checkbox"/>		
9. Seeking further advice			
Ensure that the carer has all contact details including a 24-hour phone number	<input type="checkbox"/>	The carer has the contact phone number of the responsible service provider including a 24-hour phone number	<input type="checkbox"/>

NB: This document should be is filed/scanned in the patient's notes.

Registered nurse name

Registered nurse signature

/ /
Date