

**Sample Pharmacy
Competency Assessment: Aseptic Technique**

Date of Evaluation: _____

Employee Name: _____ Position Title: _____

Evaluator Name: _____ Evaluator Position: _____

Type: ___ Initial Competency ___ Ongoing Competency ___ Other: _____

Observations and subsequent evaluation must be made by qualified pharmacy staff. Using the space designated next to each discrete skill, the Evaluator will note the following: M= skill standard met, U= skill standard unmet, N/A = not applicable, N/O= not observed
Additional comment is required if any notations of U, N/A or N/O along with a specific plan to correct noted in the Remedial Plan section.

SKILL	RATING	COMMENTS
Immediately prior to this evaluation, employee successfully completed Hand Hygiene and Garbing Competency (F-410.a)	<input type="checkbox"/> Yes <input type="checkbox"/> No ➔ do not proceed, complete F-410.a	
All makeup (if applicable) and jewelry are removed (earrings, watches, rings, etc).		
Performs hand hygiene, garbing and gloving procedures in keeping with organizational SOPs.		
Entry into controlled area performed with minimal contamination of gloved hands and outer garments, as required.		
Removes any supply items not needed from hood/isolator. No extraneous articles (pens, labels, and scissors) are placed in hood/isolator.		
Disinfects all ISO Class 5 work surfaces including bar and any equipment located in the area at the start of each work day. Side to side, back to front motion, with low-lint wipe and designated cleaning. Document ISO Class 5 cleaning.		
Disinfects ISO Class 5 work surface with designated agent prior to placing items into critical area and does the same between batches.		
Disinfects components and vials with appropriate cleaning agent prior to placing in the ISO Class 5 work area.		
Introduces only essential drugs and compounding supplies into critical area in a proper manner.		
Ensures syringes, needles and tubing remain in their individual packaging and are only opened in ISO Class 5 area.		
Arranges items more than 6 inches within aseptic work area and 3 inches from each side, in a manner not to disrupt clean air flow.		
Arranged items for efficient operation.		
Performs manipulations only in the direct compounding area of the ISO Class 5 device, meticulously conducting aseptic processes so that exposed critical sites are always directed into the HEPA air stream.		
Does not expose critical sites to contact contamination or worse than ISO Class 5 air.		
Disinfects stoppers, injection ports, ampule necks by wiping with sterile 70% IPA and allows sufficient time to dry.		
Manipulated syringes so as to not touch the tip or plunger.		
Makes connections (needles to syringes; spikes infusion ports) and punctures vial stoppers without contact contamination.		
Injects proper amount of air into vials before withdrawing solution (when appropriate)		

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Checks graduations on syringes, bags, and bottles carefully; relative to amount of medication ordered.		
Opens ampules with a firm snapping motion and pointed towards the side of the hood.		
Cleans, sets up and calibrates automated compounding devices according to manufacturer's instructions.		
Filters solutions taken from ampules and any other solutions with visible particles.		
If contamination was suspected from the procedure or otherwise, discards the preparation.		
Inspects preparation for visible particulate matter, evidence of incompatibility or other defects.		
Removes waste or unused supplies with minimal in-and-out motion. Partially used multi-dose vials are dated and initialed outside of the ISO Class 5 work area.		
Discards of sharps and waste according to organizational policy and recognized industry guidelines/professional standards.		
Once hands have been removed from the critical area, resanitizes gloved hands with sterile 70% IPA prior to reentry to ISO Class 5 work area.		
Periodically resanitizes hands with 70% sterile IPA during periods of prolonged compounding within the ISO Class 5 work area.		

Remedial Action Plan/Additional Comments

Signature of Employee being Assessed

Date

Signature of Qualified Evaluator

Date

Signature of Pharmacy Manager required after review (if other evaluator completed)

Date