

**WOODLEY EQUIPMENT COMPANY LTD**

**g-Pet Glucometer Training Document**

**Name of Practice:**

**Address:**

**Primary Contact:**

**Phone:**

**Glucometer Serial Number:**

**Installation and Training**

**Name of Trainer:**

**Name of Trainee:**

**Date of Training:**

The above mentioned trainee has undergone a period of formal training and has demonstrated competence in the following areas:

		<b>YES ✓</b>
<b>1. Instrument Overview</b>		
a.	Display screen and symbols	_____
b.	M button	_____
c.	S button	_____
d.	Test port	_____
e.	Species chip port	_____
f.	Battery compartment (3V lithium cell battery)	_____
<b>2. Test Strips</b>		
a.	Store at 4-30°C	_____
b.	Do not refrigerate	_____
c.	Store strips in the vial provided	_____
d.	Recap tightly immediately after use	_____
e.	Use only until date of expiry	_____
f.	Knows position of target area, contact bar and confirmation window	_____
<b>3. Species Chip</b>		
a.	Dog and cat species chips	_____
b.	Ensures correct results are reported	_____
c.	Appropriate species chip MUST be inserted into port prior to testing	_____
d.	Chip MUST be inserted when the glucometer is switched off	_____
e.	Understands the outcome if a chip is inserted when the glucometer is switched on	_____
f.	Understands the importance of using the correct species chip	_____
g.	Understands the significance of losing species chips	_____

**4. Sample Collection**

- a. Importance of correct sample collection and handling \_\_\_\_\_
- b. Capillary whole blood \_\_\_\_\_
- c. Use smallest gauge needle available (insulin syringes) \_\_\_\_\_
- d. One drop of blood required for analysis \_\_\_\_\_

**5. Sample Processing**

- a. Remove test strip from the vial and re-cap immediately \_\_\_\_\_
- b. Ensure correct species chip is inserted \_\_\_\_\_
- c. Insert test strip into the test port, white side facing up \_\_\_\_\_
- d. Introduce sample following beep \_\_\_\_\_
- e. **\*\*\*Ensure the sample confirmation window is filled with blood\*\*\*** \_\_\_\_\_
- f. Results displayed in 10 seconds \_\_\_\_\_
- g. Reporting range is 1.1-33.3 mmol/L \_\_\_\_\_
- h. 'HI' or 'LO' signifies result above or below normal range (repeat test) \_\_\_\_\_
- i. Discard used strip in clinical waste \_\_\_\_\_
- j. Access and review results (300 stored) \_\_\_\_\_
- k. Has access to normal reference ranges \_\_\_\_\_
- l. Patient haematocrit must be 35-55% \_\_\_\_\_
- m. Operating temperature 10-40°C \_\_\_\_\_
- n. Battery life ~1000 tests \_\_\_\_\_
- o. Interfacing with PC \_\_\_\_\_

**6. Control Processing**

- a. g-Pet control material available \_\_\_\_\_
- b. Correct control storage (4-30°C) \_\_\_\_\_
- c. Test when control material is at room temperature \_\_\_\_\_
- d. Use only until date of expiry \_\_\_\_\_
- e. Correct control preparation technique (discard first drop) \_\_\_\_\_
- f. Define test as a QC (Hold S button for 3 seconds) \_\_\_\_\_
- g. Normal range on test strip vial \_\_\_\_\_
- h. QC recommendations \_\_\_\_\_
- i. Correct procedure in the event of a control failure \_\_\_\_\_
- j. Importance of keeping control records \_\_\_\_\_

**7. Troubleshooting**

- a. Demonstrate basic knowledge of potential sampling problems and analytical errors \_\_\_\_\_
- b. Troubleshooting accordingly \_\_\_\_\_

**The trainee named above is deemed to be fully competent in the procedures described and able to complete g-Pet glucose tests**

**Signed Trainer:**

**Name in Full:**

**Signed Trainee:**

**Name in Full:**

**Date:**