

CATs are observed by the site coordinator and are required before beginning testing and annually.

Annual CATs must be observed and signed by a staff member from the Sexual Health Promotion Unit. Completed CAT checklists must be filed in the tester's personnel file and a copy will be kept by the Sexual Health Promotion Unit.

**Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Site Name and Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Tech / Counselor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **LEO ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Gathers/arranges all materials

* Band-aids, cotton balls, lancet, (loop or pipette), alcohol pads, chuck, gloves, test kit, and stand

Frames the process to client, "I am going to collect a drop(s) of blood by doing a finger stick." "Which hand do you use, right or left handed?" Indicate the finger that will be used.

Asks client, "Do you have any history of passing out or fainting when getting blood drawn?"

Puts on gloves Cleans finger Sticks finger

Disposes used lancet in correct container

Wipes away first drop of blood/disposes of cotton wipe in correct container

Uses loop or pipette to collect specimen

Verifies that the loop or pipette is completely full

Puts sample in vial or port, disposes of loop in correct biohazard container

Applies pressure to finger stick site

Assists client to apply band-aid(s)

Disposes of gloves

Wash/sanitize hands

# Additional Skill Checklist

Good communication with client, explained each step, and checked in with client throughout process

Aware of clients body language throughout process, assessing if client was comfortable or displaying early signs of passing out Clearly explains and understands the window period Recommends appropriate retesting timeline

# Evaluator Notes:

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**Authorized Evaluator Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(Print Full Name)**

# Evaluator's Signature:

Initial CAT