

Proteus Laboratories
Training & Competency Form

Author: G. Ditshego	Document Number:	PRL-TECH-004-F01
	Effective (or Post) Date:	31 May 2016
Review History	Date of last review:	31 May 2016
	Reviewed by:	G. Ditshego

Date: _____ **Type of Evaluation/Frequency:** Training Competency

Employee Name: MR MABASA New Employee 6-Month Annual

Position/Title: Medical Technican Re-training Other: _____

*Training must include documentation of method: Verbal & Visual Instruction Successfully Completed or Performed the assay with little or no guidance.
Competency assessment may use one or more the following methods:
(OD) Direct Observation (EQ4) External Quality Assurance (E) Written Exam (O) Other—clarification required in comments.*

Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgment
Orientation & Safety – Section is applicable to new employees only							
Received Facility Orientation	✓	[Signature]	05/18/20	✓	[Signature]	05/18/20	[Signature]
Completed Safety Training	✓	[Signature]	04/18/20	✓	[Signature]	05/18/20	[Signature]
Safety SOP's Read & Signed	✓	[Signature]	04/18/20	✓	[Signature]	05/18/20	[Signature]
Orientated to LAB location(s)	✓	[Signature]	03/18/20	✓	[Signature]	03/18/20	[Signature]
Oriented to Fire Extinguishers & Emergency Exits	✓	[Signature]	03/18/20	✓	[Signature]	03/18/20	[Signature]
Specimen Handling							
Specimen Handling SOP's Read & Signed	✓	[Signature]	03/18/20	✓	[Signature]	05/08/20	[Signature]

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Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgment
Chemistry SOP's Read & Signed	✓	Ø	15/8/20	✓	Ø	17/8/20	<i>[Signature]</i>
Loading specimens onto Instruments	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Quality controls reviewing	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Reporting Results onto the LIS	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Specimen Rejection & Notification	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Specimen Dilution Procedure	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Critical Result Procedure	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Amended Results Procedure	✓		15/8/20	✓		17/8/20	<i>[Signature]</i>
Roche Cobas C111 Instrument	✓		21/8/20	✓		15/8/20	<i>[Signature]</i>
Roche 9180 Electrolyte Analyzer	✓		17/8/20	✓		31/8/20	<i>[Signature]</i>
Beckman Access Instrument	✓		21/8/20	✓		31/8/20	<i>[Signature]</i>
Roche Cardiac Reader	✓		10/8/20	✓		24/8/20	<i>[Signature]</i>
AL480 Beckman Analyzer	✓		3/8/20	✓		3/8/20	<i>[Signature]</i>
Cardiac Reader – Cobas h232	✓		4/8/20	✓		15/8/20	<i>[Signature]</i>
MISPA –i3 Analyzer	✓			✓			
Molecular							
Molecular SOP's Read & Signed	✓	Ø	17/8/20	✓	Ø	24/8/20	<i>[Signature]</i>
Loading specimens onto Instruments	✓		21/8/20	✓		14/9/20	<i>[Signature]</i>
Quality controls reviewing	✓		21/8/20	✓		14/9/20	<i>[Signature]</i>
Reporting results onto the LIS	✓		17/8/20	✓		17/8/20	<i>[Signature]</i>
Specimen Rejection & Notification	✓			✓			
Critical Result Procedure	✓			✓			
Amended Result Procedure	✓			✓			
GeneXpert Instrument	✓		7/9/20	✓		21/9/20	<i>[Signature]</i>
Beckman Aquios CL Instrument	✓		17/9/20	✓		14/9/20	<i>[Signature]</i>
Ilex Panther Analyser	✓		14/9/20	✓		5/10/20	<i>[Signature]</i>
Manual Methods							

Training & Competency Form

Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgement
Patient Registration on the LIS (Skyllims)							
Sample Ordering							
Venipuncture							
Other specimen collection performed. Use comments.	✓	Ø	05/18/20	✓	Ø	07/18/20	<i>M. Akbar</i>
Specimen Processing	✓		05/18/20	✓		10/18/20	<i>M. Akbar</i>
Specimen Referral	✓		05/18/20	✓		10/18/20	<i>M. Akbar</i>
Specimen Rejection & Notification	✓		05/18/20	✓		10/18/20	<i>M. Akbar</i>
Printing out of reports	✓		3/18/20	✓		10/18/20	<i>M. Akbar</i>
Delivery of reports to Dr's rooms	✓		2/8/20	✓		10/18/20	<i>M. Akbar</i>
Reading of Temperatures	✓		3/18/20	✓		10/18/20	<i>M. Akbar</i>
Hematology 9944257							
Hematology SOP's Read & Signed	✓	Ø	05/18/20	✓	Ø	10/13/20	<i>M. Akbar</i>
Loading specimens onto the Instruments	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Quality controls reviewing	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Reporting Results onto the LIS	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Specimen Rejection & Notification	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Specimen Dilution Procedure	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Critical Result Procedure	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Amended Result Procedure	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Beckman ACT 5 Instrument	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Differential Slide Preparation & Staining	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Performing Malaria test kit and Staining of the thin smear/ thick smear	✓		04/18/20	✓		11/13/20	<i>M. Akbar</i>
Differential count & Staining	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Performing ABO, Rh grouping	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
Performing ESR test method	✓		05/18/20	✓		10/13/20	<i>M. Akbar</i>
HBAIC on the MISPA - i2	✓		11/18/20	✓		12/13/20	<i>M. Akbar</i>

Chemistry/ Endocrinology

Training & Competency Form

Activity	Training	Evaluator	Date	Competency	Evaluator	Date	Trainee Acknowledgment
Cryptococcal Antigen	✓	✓	4/8/20	✓	✓	4/5/20	<i>[Signature]</i>
Hepatitis Kits (A,B,C)	✓	✓	3/8/20	✓	✓	3/8/20	<i>[Signature]</i>
Helicobacter Pylori	✓	✓	3/8/20	✓	✓	3/8/20	<i>[Signature]</i>
BHCG kits	✓	✓	3/8/20	✓	✓	3/8/20	<i>[Signature]</i>
HIV Determine--	✓	✓	3/8/20	✓	✓	3/8/20	<i>[Signature]</i>
Microbiology							
Urine Dipstick							
Microscopy – Cell count							
Culturing on Agar plate							
MicroScan autoSCAN4							

Comments _____

Laboratory Report

Final

Requisition: 994254

Sample taken: 2020/08/06 11:45

Time received: 2020/08/06 19:57

Final report: 2020/08/10 13:04

Cons. Ref. no.: K1843

Main Laboratory

18069 Ngungunyane str

Kwa-Thema 1575

Tel (011)737 2518

Tel (011)737 1064

Accounts: Tel (011)737 1045

Fax 086 604 3815

Requested: MOREKI, T.S. Dr

Patient: DLAMINI, AARON Mr

ID: 5606045466082 Age: 64Y Gender: M

Date of birth: 1956/06/04

Address: 1687 TSHONGWENI SECTION

KATLEHONG

1431

Bill To:

ID:

Medical Aid:

DLAMINI, M Mrs

6207170391085

MASSMART

26900256858

Requested: FBCPLT, ESR, CRP, UEC, SCRT, LIPO, B/S(r), HBA1C, LFT, TSH, F-T3, F-T4, PSA

Results:

Tests	Results	H/L	Reference ranges	
FULL BLOOD COUNT				
Leucocyte Count	4.1		4 - 12	K/uL
Erythrocyte Count	4.51		4.5 - 6.5	x10 ¹² /L
Haemoglobin	14.3		14 - 18	g/dL
Haematocrit	0.44		0.4 - 0.56	L/L
MCV	96		78 - 100	fl
MCH	31.7		27 - 35	pg
MCHC	32.9		32 - 36	g/dL
RDW	11		10 - 18	
Platelet Count	312		140 - 400	x10 ⁹ /L
Neutrophils	1.91	L	2 - 7.5	x10 ⁹ /L
Neutrophils %	46.7	L	50 - 80	%
Lymphocytes	1.74		1 - 4	x10 ⁹ /L
Lymphocytes %	42.6		25 - 50	%
Monocytes	0.38		0.2 - 1	x10 ⁹ /L
Monocytes%	9.2		2 - 10	%
Eosinophils	0.04		0 - 0.5	x10 ⁹ /L
Eosinophils%	0.9		0 - 5	%
Basophils	0.02		0 - 0.3	x10 ⁹ /L
Basophils%	0.6		0 - 2	%
ESR	34	H	1 - 20	mm
BIOCHEMISTRY				
CRP Quantitative	3.4		0 - 6	mg/L
Glucose	9.3	H	3.3 - 7.8	mmol/l
Hb A1c (Glycosylated)	11.5	H	4 - 6	%
HBA1C (IFCC)	102	H	20 - 42	mmol/mol
Estimated Average Glucose	15.7			mmol/l
UREA & ELECTROLYTES				
Appearance	Normal			
Potassium	4.2		3.5 - 5.1	mmol/l

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SkyLIMS 2021/03/29 10:46

Service site: Main Laboratory

Requisition: 994254 | Patient: DLAMINI, AARON Mr | Page 1 of 4

Tests	Results	H/L	Reference ranges	
UREA & ELECTROLYTES				
Sodium	139		135 - 150	mmol/l
Chloride	103		98 - 107	mmol/l
Carbon dioxide	23		21 - 29	mmol/l
Urea	4		2.1 - 7.1	mmol/l
Anion Gap	13		8 - 16	mmol/l
S-Creatinine	65		50 - 110	umol/l
GFR	>100			ml/min/1.73 m2
LIVER FUNCTION TEST				
Total Bilirubin	7		2 - 26	umol/l
Direct Bilirubin	2		1 - 7	umol/l
Total Protein	75		60 - 80	g/l
Albumin	36		35 - 50	g/l
Alkaline Phosphatase (ALP)	83		53 - 128	U/L
Alanine Aminotransferase (ALT)	24		0 - 40	U/L
Aspartate Transaminase (AST)	23		15 - 40	U/L
g-Glutamyl Transferase (GGT)	32		1 - 64	U/L
ENDOCRINOLOGY				
Thyroid Stimulating Hormone	2.25		0.49 - 4.7	mIU/l
Free T3	6.86	H	3.1 - 6.8	pmol/l
Free T4	11.55		8 - 23.8	pmol/l
Prostate Specific Antigen	0.95		0.05 - 4.01	ng/ml
LIPID PROFILE				
S-Cholesterol	3.6		2.5 - 5	mmol/l
S-HDL Cholesterol	0.82	L	1.2 - 1.9	mmol/l
S-LDL Cholesterol	2.4		1.2 - 3	mmol/l
S-Triglycerides	2.98	H	0 - 1.5	mmol/l

Additional Documentation:

Laboratory Report

Final

Requisition: 994287

Sample taken: 2020/08/11 (Time unknown)

Time received: 2020/08/11 21:16

Final report: 2020/08/12 13:19

Main Laboratory

18069 Ngungunyane str

Kwa-Thema 1575

Tel (011)737 2518

Tel (011)737 1064

Accounts: Tel (011)737 1045

Fax 086 604 3815

Requested: MOREKI, T.S. Dr

Patient: KHANSI, LUCY

ID: 7710110421085 Age: 42Y Gender: F

Date of birth: 1977/10/11

Address: 2506 TSHONGWENI SECTION

KATLEHONG

1431

Tel: (M) (071) 627-6207

Bill To:

KHANSI, L

ID:

7710110421085

Medical Aid:

Discovery Health

615416030

Requested: Rhesus (D), FBCPLT, BLD GRP, UEC, SCRT, LIPO, B/S(r), LFT, TSH, F-T3, F-T4

Results:

Tests	Results	H/L	Reference ranges
HAEMATOLOGY			
ABO Group	A		
Rhesus (D)	Positive		
FULL BLOOD COUNT			
Leucocyte Count	6.9		4 - 12 K/uL
Erythrocyte Count	4.18		3.8 - 5.5 x10 ¹² /L
Haemoglobin	13.9		12 - 16 g/dL
Haematocrit	0.43		0.35 - 0.49 L/L
MCV	102	H	78 - 100 fl
MCH	33.2		27 - 35 pg
MCHC	32.6		32 - 36 g/dL
RDW	12		10 - 18
Platelet Count	370		140 - 400 x10 ⁹ /L
Neutrophils	3.89		2 - 7.5 x10 ⁹ /L
Neutrophils %	56.2		50 - 80 %
Lymphocytes	2.54		1 - 4 x10 ⁹ /L
Lymphocytes %	36.7		25 - 50 %
Monocytes	0.4		0.2 - 1 x10 ⁹ /L
Monocytes%	5.8		2 - 10 %
Eosinophils	0.05		0 - 0.5 x10 ⁹ /L
Eosinophils%	0.7		0 - 5 %
Basophils	0.04		0 - 0.3 x10 ⁹ /L
Basophils%	0.6		0 - 2 %
BIOCHEMISTRY			
Glucose	4.8		3.3 - 7.8 mmol/l
UREA & ELECTROLYTES			
Appearance	Normal		
Potassium	4.5		3.5 - 5.1 mmol/l
Sodium	133	L	135 - 150 mmol/l
Chloride	99		98 - 107 mmol/l

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SkyLIMS 2021/03/29 10:43

Service site: Main Laboratory

Requisition: 994287 | Patient: KHANSI, LUCY | Page 1 of 3

Tests	Results	H/L	Reference ranges
UREA & ELECTROLYTES			
Carbon dioxide	22		21 - 29 mmol/l
Urea	3.7		2.1 - 7.1 mmol/l
Anion Gap	12		8 - 16 mmol/l
S-Creatinine	53		50 - 110 umol/l
GFR	>100		ml/min/1.73 m ²
LIVER FUNCTION TEST			
Total Bilirubin	8		2 - 26 umol/l
Direct Bilirubin	<2		1 - 7 umol/l
Total Protein	73		60 - 80 g/l
Albumin	42		35 - 50 g/l
Alkaline Phosphatase (ALP)	109		42 - 141 U/L
Alanine Aminotransferase (ALT)	43	H	0 - 40 U/L
Aspartate Transaminase (AST)	38		15 - 40 U/L
g-Glutamyl Transferase (GGT)	83	H	1 - 64 U/L
ENDOCRINOLOGY			
Thyroid Stimulating Hormone	5.47	H	0.49 - 4.7 mIU/l
Free T3	4.85		3.1 - 6.8 pmol/l
Free T4	10.53		8 - 23.8 pmol/l
LIPID PROFILE			
S-Cholesterol	5.5	H	2.5 - 5 mmol/l
S-HDL Cholesterol	1.56		1.2 - 1.9 mmol/l
S-LDL Cholesterol	3.9	H	1.2 - 3 mmol/l
S-Triglycerides	1.75	H	0 - 1.5 mmol/l

Additional Documentation:

GFR

Normal > 60
 Moderately Impaired 30 - 59
 Severely Impaired 15 - 29
 Renal Failure < 15
 X 1.212 in black population

Thyroid Stimulating Hormone (TSH)

THYROID FUNCTION TEST

Euthyroid

S-TSH Normal
 S-FT4 Normal
 S-FT3 Normal

Hyperthyroid (untreated)

S-TSH < 0.2
 S-FT4 Nor : Incr
 S-FT3 Incr : Nor/Increased

Subclinical Hypothyroid

S-TSH Increased
 S-FT4 Normal
 S-FT3 Normal

Clinical Hypothyroidism

S-TSH Increased
 S-FT4 Decreased
 S-FT3 Decr/ Normal

Electronically Signed By: J. Kubheka

