

Core blood competencies assessment framework

Referral Pathway Document

(Failure to achieve competence)

Candidates Name

Name of Supervisor	Name of Assessor	Name of Clinical Manager

1. Failure to achieve competence

The aim of the transfusion competency assessments are to demonstrate that the Candidate can undertake the skill; in that they have the underpinning knowledge and skills and can follow the correct procedure. The Candidate is deemed competent upon completion of the training and completion of all the required competencies (linked to Knowledge Skills Framework). However in the event of failure to achieve competency on the first assessment, the following procedure should be undertaken. See Appendix A. flow chart.

2. Next Step

Please note: this should be undertaken with due regard to confidentiality of the candidate. Colleagues of the candidate should only be informed on a “need to know” basis and in agreement with the candidate. Following an agreed length of time the candidate should undergo the assessment process again.

First assessment:

Discuss with candidate the areas in which they did not demonstrate competence i.e. observational assessment and/or knowledge assessment. Inform Clinical Manager of outcome of assessment. In agreement with candidate and Clinical Manager, complete the action plan in the competency assessment document, stating what support and development opportunities the candidate requires and agree a timescale and date for follow up assessment. Consider if the candidate requires a period of supervised practice (compulsory if assessor observed unsafe practice).

Second assessment:

Again, discuss with candidate the areas in which they did not demonstrate competence i.e. observational assessment and/or knowledge assessment. Inform clinical manager of outcome and transfusion practitioner.

Transfusion Practitioner and Clinical Manager, together with candidate complete the action plan stating what support and development opportunities the candidate requires and agree a timescale and date for follow up assessment. This may include 1:1 training with transfusion practitioner. Clinical manager to allocate a supervisor to support candidate during this period. Third assessment carried out by transfusion practitioner.

Third assessment:

If the candidate fails to achieve competency on three separate occasions, following further training and support etc. the Clinical Manager must be informed by the Transfusion Practitioners. The candidate must then be managed by the Clinical Manager and Matron for the specialty in relation to Pay Progression using the trusts Knowledge and Skills Framework Gateway Policy and if necessary the Capability Policy (HR8). The candidate must not undertake the procedure(s) in which they have not demonstrated competence.

3. Complete the action plan overleaf.

2nd Assessment – Action Plan

Date action plan agreed:

Clinical manager informed by:	Clinical managers signature:	Date informed:	Further training opportunity given
Action plan: What needs to be done?	Further training requirements and recommendations: How will it be done?		(Date each action completed)

Date for follow up assessment: (if applicable).....

Signature of Assessor: **Signature of Candidate:**.....

Has competency been achieved on 2 nd attempt?	YES	NO
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If competency has not been achieved after re-assessment opportunity has occurred the Clinical Manager must inform the Transfusion Practitioners.

3rd Assessment – Action Plan

Date action plan agreed:

Transfusion Practitioner informed by:	Transfusion Practitioners signature:	Date informed:	Further training opportunity given (Date each action completed)
Action plan: What needs to be done?	Further training requirements and recommendations: How will it be done?		

Signature of Assessor:Signature of Candidate.....

Signature of Clinical Manager:

Has competency been achieved on 3 rd attempt?	YES	NO
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*If competency has not been achieved on the third occasion the Transfusion Practitioner must inform the Clinical Manager for possible referral to Knowledge and Skills Framework Gateway Policy and if necessary the Capability Policy (HR8).

Appendix A

Summary of action on failure to achieve competence

