# Staff task competency records template

## **Infection prevention and control training**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Staff member details | | Area of training | | | | | | Assessment |
| Name | Job role | Hand hygiene | Standard precautions | Transmission-based precautions | Managing blood and body fluid spills | Managing blood or body fluid exposure (if required for role) | Appropriate use of cleaning products | Assessed / approved by |
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## **Reprocessing medical equipment and instruments**

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| Staff member details | | Area of training | | | | | | | | Assessment |
| Name | Job role | Cleaning | Packaging | Loading the steriliser | Monitoring the sterilisation cycle | Unloading the steriliser | Storage | Recording | Validation | Assessed / approved by |
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