





Task	Resource	How Measured?	Achie	eved?	N/A	Date	Trainee Initial	Trainer Initial
IDENTIFY POTENTIAL HAZARDS AND SAFETY FEATURES	User's Manual		-					
Review MSDS	CellaVision Immersion Oil MSDS BCI Website	☐ Direct Observation ☐ Test ☐ Other	٥	٥				
Recognize Hazard Symbols and wear proper PPE	CellaVision User's Manual & Lab SOP	☐ Direct Observation ☐ Test ☐ Other	٥	٥				
IDENTIFY AND BRIEFLY EXPLAIN FUNCTION OF SYSTEM COMPONENTS	CellaVisions User's Manual	☐ Direct Observation☐ Test☐ Other		٥				
OPERATION PROCEDURES	CellaVision User's Manual							
Demonstrate how to log into software and correct database		☐ Direct Observation☐ Test☐ Other						
Start up the SSU and DM System Computer		☐ Direct Observation☐ Test☐ Other		٥				
Properly load barcoded slides into magazine		☐ Direct Observation☐ Test☐ Other						
Load and process magazine on SSU		☐ Direct Observation ☐ Test ☐ Other		٥				







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Explain buttons and indicators of System Control View		☐ Direct Observation ☐ Test ☐ Other	۵					
Eject magazine		☐ Direct Observation ☐ Test ☐ Other						
Demonstrate processing of STAT sample		☐ Direct Observation ☐ Test ☐ Other						
Shutdown the SSU and DM System Computer		☐ Direct Observation☐ Test☐ Other	٥					
QUALITY CONTROL-CELL LOCATION	CellaVision User's Manual	☐ Direct Observation ☐ Test ☐ Other						
Explain importance of Cell Location testing		☐ Direct Observation ☐ Test ☐ Other						
Prepare a Cell Location peripheral blood slide		☐ Direct Observation ☐ Test ☐ Other						
Process a Cell Location slide and verify slide is within performance specifications		☐ Direct Observation ☐ Test ☐ Other						







Prepare a Cell Location body fluid slide (if applicable)		☐ Direct Observation ☐ Test ☐ Other			
Process a body fluid Cell Location slide and verify slide is within performance specifications (if applicable)		☐ Direct Observation ☐ Test ☐ Other			
Explain how often Cell Location testing needs to be completed on peripheral bloods and body fluids		☐ Direct Observation ☐ Test ☐ Other			
VERIFY PROCESSED SLIDES	CellaVision User's Manual				
Explain buttons and indicators of the Database View screen		☐ Direct Observation ☐ Test ☐ Other			
Locate and open a processed slide and an unsigned slide		☐ Direct Observation ☐ Test ☐ Other			
View WBC classifications in one, two, three cell galleries and full screen view		☐ Direct Observation ☐ Test ☐ Other			
Complete reclassifications of WBCs		☐ Direct Observation ☐ Test ☐ Other			







Complete morphology classifications of RBC precharacterizations		☐ Direct Observation☐ Test☐ Other			
Complete a PLT estimate		☐ Direct Observation☐ Test☐ Other☐			
Explain different types of comments and add comments to WBC, RBC, and PLT results		☐ Direct Observation ☐ Test ☐ Other			
Demonstrate how to mark a slide for Path review (if applicable)		☐ Direct Observation☐ Test☐ Other			
Demonstrate how to edit patient order data		☐ Direct Observation☐ Test☐ Other☐			
Sign off a processed slide		☐ Direct Observation ☐ Test ☐ Other			
REPORTING RESULTS	CellaVision User's Manual				
Demonstrate how to merge multiple slide orders		☐ Direct Observation☐ Test☐ Other			
Explain the components of a Patient Report		☐ Direct Observation ☐ Test ☐ Other			
Demonstrate how to sign orders		☐ Direct Observation☐ Test☐ Other☐			







Demonstrate how to send an order to the LIS and how to cancel an Order		☐ Direct Observation ☐ Test ☐ Other				
MAINTENANCE	CellaVision User's Manual					
Demonstrate how to clean the XY Stage		☐ Direct Observation ☐ Test ☐ Other				
Demonstrate how to clean the objectives and explain the importance of keeping the 10x objective oil free		☐ Direct Observation ☐ Test ☐ Other				
Demonstrate how to clean and oil the Slide Guides (SN 31001-31215)		☐ Direct Observation☐ Test☐ Other				
Restart the DM System Computer and SSU		☐ Direct Observation ☐ Test ☐ Other				
Delete unsigned/failed orders		☐ Direct Observation ☐ Test ☐ Other				
Demonstrate how to exchange the bulb		☐ Direct Observation ☐ Test ☐ Other				
Explain database maintenance and how to archive/autodelete		☐ Direct Observation ☐ Test ☐ Other				
Demonstrate how to compress a database (if applicable)		☐ Direct Observation ☐ Test ☐ Other	0	0		







Demonstrate how to refill the immersion oil		☐ Direct Observation ☐ Test ☐ Other			
Explain and demonstrate how to remove a stuck slide		☐ Direct Observation ☐ Test ☐ Other			
MISCELLANEOUS	CellaVision User's Manual	☐ Direct Observation ☐ Test ☐ Other			
Prepare a slide based on slide and stain guidelines		☐ Direct Observation ☐ Test ☐ Other			
Demonstrate how to use Remote Review software (if applicable)		☐ Direct Observation ☐ Test ☐ Other			
Create a pending order for a peripheral blood slide and body fluid slide (if applicable)		☐ Direct Observation ☐ Test ☐ Other			
Demonstrate how to export an order (if applicable)		☐ Direct Observation ☐ Test ☐ Other			