**Example of a Glucometer Agency Policy**

**Below is an example of a Glucometer agency policy. This document needs to be customized to match your agency and specific Glucometer needs. Currently underlined areas should be updated to with your agency and Glucometer information.**

**OBJECTIVE**

Develop a standard for the testing, inspection, and maintenance of glucometers.

**STANDARD**

Operation of the glucometers shall be performed according to the manufacturer specifications and in compliance with the Clinical Laboratory Improvement Amendments (CLIA) of 1988. Pre-hospital use of glucometers shall be in compliance with the treatment protocols of the (agency name). Personal Protective Equipment (PPE) as required by the agency infection control policies will be donned prior to the operation of the glucometer.

Test strips and control solutions are sensitive to excessive humidity, heat, cold, dust, and dirt. Test strips and control solutions should be stored between \_\_\_and \_\_\_Fahrenheit. If meter and test strips are moved from one temperature to another, allow 20 minutes for them to adjust to the new temperature before performing a blood glucose test. The EMS agency will use a certified calibrated thermometer to ensure test strips and control solutions are stored at manufactures recommended temperatures.

Test strips are not reusable and shall be disposed of in a sharps container immediately after use.

Capillary lancets are single use disposable devices. Extreme caution shall be exercised when using lancets to prevent accidental puncture and contamination. Lancets shall be disposed in a puncture proof container after use and replaced as used.

**INSPECTION**

Inspection of the glucometers shall be completed as part of the daily vehicle inspection. EMS crews shall visually inspect the units to assure that all components are present and in good condition.

Missing, malfunctioning, or damaged components shall be reported.

Quality Control testing of the glucometer shall be completed at least once weekly (on Wednesday). Follow the manufacturer guidelines for Control Solution Testing. Weekly Control Solution Testing will be documented on the “Glucometer Quality Control Log.”

Log sheets shall be stored at (blank location).

In addition to the weekly quality assurance tests performed, testing will also be done when the EMS crew obtains a reading that may be questionable or inconsistent with the clinical signs and symptoms of the patient being assessed.

Control solution will be discarded three-six months (\_\_\_\_days) after it has been opened, accourding to the manufacturer’s instructions. Document the date the solution was opened on the bottle for easy reference.

**MAINTENANCE**

Glucometers are designed to be used within specific temperature and humidity ranges. Personnel shall take precautions to prevent prolonged exposure to temperatures below \_\_\_and over \_\_\_Fahrenheit.

Glucometers will be cleansed with an appropriate solution following manufacturer’s recommendation and after each use. EMS staff will do no other maintenance.

**GLUCOMETER QUALITY CONTROL LOG**

PERFORM TEST WITH CONTROL SOLUTION EVERY **WEDNESDAY**. ENSURE CONTROL SOLUTION IS NOT OLDER THAN 3-6 MONTHS (\_\_\_\_ DAYS) FROM OPENING. (Please reference manufacturer’s instructions for dates.)

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| --- | --- | --- | --- | --- | --- | --- |
| Date | Glucometer Serial # | Expected Control Range Values | Test Result | Test Strip Lot # | Reason for Test | Staff Performing Test |
| Low | High |
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**SELF-ASSESSMENT**

**Agency Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

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| --- | --- | --- | --- | --- |
| **NAC/TAG** | **Regulatory Requirement** | **Yes** | **No** | **Remarks** |
| 652.155 | There is a qualified director.Guidance:***The laboratory director is a physician (MD or DO), Chiropractor or Podiatrist as evidenced by having an active license issued by the appropriate professional licensing board.***  |  |  |  |
| 652.155(2)(a)L0001 | 2. Except as otherwise provided in Tag L0005, a person who is employed by a laboratory that is licensed by or registered with the Division of Public and Behavioral Health pursuant to chapter 652 of NRS may perform a test without complying with the provisions of this chapter if: (a) The test has been classified as a waived test pursuant to 42  C.F.R. Part 493, Subpart A;Guidance:***ONLY CLIA waived tests are being performed.***  |  |  |  |
| 652.155(2)(b)(1)L0002 |  (b) The director, a designee of the director or a licensed physician at the laboratory at which the test is performed:  (1) Verifies that the person is competent to perform the test;Guidance:***Written training and competency assessment of all testing personnel has been completed and is up-to-date.***  |  |  |  |
| 652.155(2)(b)(2)L0003 | (b) The director, a designee of the director or a licensed physician at the laboratory at which the test is performed: (2) Ensures that the test is performed in accordance with instructions of the manufacturer of the test; Guidance:***Follow the manufacturer’s instructions for performing tests including monitoring/recording storage temperatures for reagents, having supplies that are consistent with manufacturer’s instructions and performing and documenting con2trols as required by the manufacturer.***  |  |  |  |
| 652.155(2)(b)(3)L0004 | (b) The director, a designee of the director or a licensed  physician at the laboratory at which the test is performed:  (3) Validates and verifies the manner in which the test is  performed by using controls which ensure that the results of  the test will be accurate and reliable. |  |  |  |
| 652.155(3)(a)L0005 | 3. The provisions of subsection 2 do not relieve a person who  performs a test of the requirement to: (a) Comply with the policies and procedures that the director  of the laboratory at which the test is performed has established pursuant to NAC 652.280NAC 652.280: A director shall ensure that:     1.  Policies and procedures are established and enforced to ensure the health, welfare and safety of the personnel of the laboratory and visitors.     2.  The physical premises and environmental conditions of the laboratory:     (a) Are appropriate for the testing performed; and     (b) Provide a safe environment in which employees are protected from biological, chemical and physical hazards.     3.  The laboratory is adequately ventilated, with temperatures controlled within the requirements of the tests performed.     4.  Showers and eyewashes are provided where necessary for safety.Guidance:* ***No eating, drinking or smoking in the test area***
* ***Dispose of sharps in puncture proof containers***
* ***Do not bend, break or recap needles***
* ***Never re-use single-use devices such as syringes, needles and lancets***
* ***There is an eyewash in the testing area***
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| NAC 652.155(4)(a)(b)L0122 | 4. An advanced practitioner of nursing as defined in NRS  632.012 or a physician assistant as defined in NRS 630.015  who is employed by a laboratory that is licensed by or  registered with the Division of Public and Behavioral Health pursuant to chapter 652 of NRS and who has not received certification pursuant to NAC  652.470 may perform a test without complying with the  provisions of this chapter if the test:  (a) Has been classified as a waived test pursuant to 42  C.F.R. Part 493, Subpart A; or (b) Is a provider‑performed microscopy categorized  pursuant to 42 C.F.R. § 493.19. |  |  |  |
| NAC 652.155 (3) (b) | Testing personnel have an active certificate issued by the Division of Public and Behavioral Health.EXCEPTION: In accordance with NRS 652.210 the following active, licensed Nevada health care professionals do not need to obtain an office laboratory assistant certificate to perform laboratory tests classified as a waived test pursuant to Subpart A of Part 493 of Title 42 of the Code of Federal Regulations.* Physicians
* Optometrists
* Licensed practical nurses
* Registered nurses
* Perfusionists
* Physician assistants
* Certified advanced emergency medical technicians
* Certified paramedics
* Practitioners of respiratory care
* Dentists

**NOTE:** For an initial inspection, please have a list of all of your collection and testing personnel available for the inspector that conducts your initial inspection.  |  |  |  |