



Southern Alberta Renal Program

Home Hemodialysis Training Checklist

Start Date of Training _____ Completion Date of Training: _____

Significant Other(s) in Attendance: _____

Allergies: _____ Patient Signature: _____

Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
ON CALL NURSE	-Emergency Numbers -911 -On Call Nurse			
PHARMACY	Pharmacy Letter sent			
WELCOME	Welcome Kit provided			
PROVIDE MANUALS	Home HD procedure manual			
	Home HD patient education manual			
CONSENTS	Consent for Renal Replacement Therapy (Check chart to see if complete)			
	Consent to release information (family)			
	Consent to release information (City of Calgary, CWT, Chief Medical, DeKlerk Electric, and Couriers)			

	Patient Agreement			
	Landlord Agreement			
	Equipment Lease			

Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
HOME HD EDUCATION MANUAL	How dialysis works			
	Dialysis language/terms			
	Medication			
	Heparin-Clotting scores and safe use			
	Proper Hand Hygiene			
	Proper Hand sanitization			
	Access Care and Complications			
	Supply Disposal -Needles -Dialysis Supplies -Acid Concentrate Disposal			
	Vital Signs -Blood Pressure -Target Weight -Temperature			

	Travel			
	Safety Devices			
	Disaster preparedness			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
ACCESS CARE	Importance of washing access and hands pre dialysis			
	Assesses access: - Palpates Thrill - Signs of infection -Presence of aneurysm -Skin integrity Notifies nurse of changes			
AVF/AVG	Able to determine the most appropriate needle site			
	Cleanses the site with antibacterial Solution. Understands that once it has been cleaned that they cannot touch this area			
	Importance of wearing a mask/gloves during cannulation			
	Needling:			

	<p>Buttonhole:</p> <ul style="list-style-type: none"> a. Buttonhole procedure b. Buttonhole documentation <p>AVG/AVF</p> <ul style="list-style-type: none"> a. AVF/AVG procedure b AVF/AVG Documentation <p>Teflon Needles</p> <ul style="list-style-type: none"> a. Teflon Needles procedure b. Teflon Needles documentation 			
	<p>Secures needles and bloodlines.</p>			
	<p>Monitors the vascular access site during treatment.</p>			
	<p>Understands infiltration and required action.</p>			
	<p>Removes needles and secures access site. Buttonholes – anti-microbial bandage OR mupirocin application</p>			
	<p>Importance of hand washing prior to procedure</p>			
	<p>Demonstrates Assessment of CVC site:</p> <ul style="list-style-type: none"> -Signs of infection -Catheter migration -Skin condition -Dressing intact -Catheter condition <p>Notify nurses of changes</p>			

CVC	Cleanses CVC			
	Understands importance of masking and gloving			
	Understands and demonstrates tip to tip sterility			
	Assesses catheter function			
	Multiple Flushes			
	Demonstrates A. CVC line Connection B. CVC line Disconnection			
	Line Reversal			
	CVC Dresssing Change			
	Tego Cap -Cap Change -Cleaning -Assessing integrity.			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
TECHNICIAN	Set up of home environment.			
	Machine Maintenance & Cleaning			
	Red screen errors			
	Yellow screen errors			

	Machine troubleshooting			
	Foreclean Filter Change			
	Basics of dialysis			
	Knows who to call for technical help			
	Draining of dialysis machine			
	WHIMIS			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
Water System	Reading pressures and completing log sheet			
	Heat Disinfection			
	Chemical Disinfection			
	Microbiology Testing Procedure Microbiology Testing Kit Provided			
	Chlorine Testing Procedure. Chlorine Testing Kit Provided.			
	Standby and automatic flushing			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
SUPPLIES	Encrypted E-mail reviewed with patient			

	Patient's master order sheet sent to Chief medical			
	Patient received schedule for delivery dates			
	Overview of all the supplies needed by the patient			
	Instruction given on how to read order sheet			
	Initial supply list completed and reviewed with the patient			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
BLOOD WORK	<p>Weekly</p> <ul style="list-style-type: none"> -Understands Blood Collection Procedure. -Properly fills out forms and labels specimens -Aseptic technique maintained when collecting samples. -Requisitions Provided 			
	<p>Monthly</p> <ul style="list-style-type: none"> -Understands Blood Collection Procedure. -Properly fills out forms and labels specimens -Aseptic technique maintained when collecting samples. -Requisitions Provided 			

	<p>Misc. (HLA Antibodies, Iron Blood work, CBC or PTH)</p> <p>-Understands Blood Collection Procedure.</p> <p>-Properly fills out forms and labels specimens</p> <p>-Aseptic technique maintained when collecting samples.</p> <p>-Requisitions provided.</p>			
	Blood transportation container given			
	Labels Provided			
	Monthly Blood work kit provided.			
	Weekly Blood work kit provided.			
	Demonstrates understanding of normal ranges of lab tests			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
PROVIDE INSTRUCTION & DO RETURN DEMO FOR: Vital Signs	<p>BP cuff:</p> <p>a. setting auto</p> <p>b. taking BP hourly</p>			
	Thermometer			

	<p>Weighing:</p> <ul style="list-style-type: none"> -Weight scale/ bring in home scale to compare with HH scale -Target Weight loss adjustments 			
<p>PROVIDE INSTRUCTION & DO RETURN DEMO FOR: Set up</p>	<p>Turns machine on/ alarm test:</p> <ul style="list-style-type: none"> a. Soft power b. Hard power 			
	Prepares all material for dialysis			
	Tip to tip sterility during set up and connection.			
	Fills out the run sheets			
	Performs disinfectant check			
	Setting parameters			
	Prepares machine for priming			
	Drawing up & loading heparin/ calculating heparin needed			
	<p>Primes machine according to manual:</p> <p>Manual Type:</p> <p>Version:</p>			
	Testing conductivity			

	-Conductivity Meter Check -Conductivity Meter Calibration -Conductivity Meter Cleaning			
	Prescription Verification			
	Safety check			
	Properly performs patient pre-dialysis procedure (BP, TW)			
	Initiates dialysis: a. SNDP b. DNSP			
	Monitoring during dialysis run & documentation -Venous pressure Monitoring			
	Rinseback procedure: a. SNDP b. DNSP			
	Removing needles/locking CVC			
	Assessing weight loss			
	Removing tubing from the machine			
	Cleaning the machine			
	Disposal of Supplies			

	Properly demonstrates how to disinfect machine			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
ALARMS AND EMERGENCY PROCEDURES	Air detected			
	Arterial pump revolution			
	Power Outage -Flashlight Provided			
	Bicarb conductivity			
	Replace bicarb			
	Fill Bicarb			
	Blood leak alarm			
	Blood level			
	Concentrate connectors			
	Concentrate error			
	Dialyzer connectors			
	Disinfect connector			
	Heparin run out			
Hydraulic				

Inadequate blood flow(SN)			
Level 1 error (yellow)			
Level 0 error (red)			
PV Min/Max -Kink and Clamp Check -UP/Down Arrow Key Use -Signs of Clotting -CVC/Needle Concerns			
PA Min/Max			
No water			
TMP			
Temperature			
Total Conductivity			
Abnormal comm. Pressure (SN)			
Arterial phase time out (SN)			
Blood volume (SN)			
Efficiency (SN)			

	Venous phase time out (SN)			
	Minimum UF			
	Emergency procedure: a. Clotting b. Low BP c. Machine issues d. cramping			
	Manual return of blood			
	Bathroom Break			
	Discarding a system			
	EMS Sheet			
	Emergency Kit -High Potassium Foods -Emergency Meal Plan			
	Fire			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
	Heparin:			

MEDICATIONS	-System Assessment -Risks of use -Understanding dose changes			
	EPO: -Risks of use -Dosage adjustments - Procedure			
	Additives: -Calcium -Phosphate -Magnesium			
	Cathflo Administration			
	Emergency Medications			
	Replavite Change if necessary			
	Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)
ENSURES PATIENT UNDERSTANDS S&S AND ACTIONS TO TAKE:	Low Blood pressure			
	High Blood pressure			
	Chest pain			
	Muscle cramps			
	Air embolus			
	Fever & Chills			
	Access infection/CVC			

	Access Infection/Fistula/Graft			
	CVC Complications			
	Dry, Itching Skin			
	Hemolysis			
	Irregular Heart Beat			
	Prolonged Bleeding			
	Nausea & vomiting			
	Seizures			
	Cardiac arrest			
MISC: ENSURE PATIENT HAS:	Wet alarm care & placement			
	Enuresis Alarms			
	Centrifuge <ul style="list-style-type: none"> - How to use - Broken Blood Tubes - Signs that the Centrifuge is not working properly 			
Objective/Activity		Initiated (Date/Initial)	Completed (Date/Initial)	Comments or *See Progress Notes
MISC	Provide Certificate of Completion			
	Lock Box			
	Send supplies home from training cabinet.			

	Training completion survey sent home with patient.			
	Monthly Parking instructions provided.			
	Notify Unit clerk of Appointments for booking.			