**CCAST (Care and Clinical Skills Assessment Tool)**

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| **Name of Clinical/ procedural Skill:** |  | **Initial date training commenced:** |  | **Assessment Number/****Revalidation (R):** |  |
| **Please circle:**Simulation or Patient | **Final Assessment:** | Y / N | **Payroll number:** |  |
| **Name of** **Participant:** |  | **Job title**: |  | **Ward/base** |  |

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| **Category** | **Areas of competence:** | **Areas for improvements/ omissions/ general comments:** | **Areas of good practice:** | **Level:****0,1,2,3,4,5** |
| **Pre- procedure** | **ID, consent and discussion, allergies and contraindications** |  |  |  |
| **Hand hygiene and PPE** |
| **Patient position and dignity** |
| **Procedure** | **Safe/ effective use of equipment** |  |  |
| **involve patient as appropriate** |
| **Safe disposal of equipment as appropriate** | **Action Plan:** |
| **Post- procedure** | **Expected outcome** |  |  |  |
| **Documentation and record keeping** |
| **IPC/ decontamination** |
| **Dealing with complications** | **Identify complications, seek timely advice** |  |  |
| **Action to Rectify** |
| **Reporting/ record keeping** |
| **Reflection from participant** | **Learner to sign once given feedback:** |
| **Assessor name:***Print name* |  | **Assessor sign:***Signature* |  | **Assessor Qualification:** |  |
| **Assessor payroll number:** |  | **CCAST Clinical Skills Assessor:** |  Y / N | **Date:** |  |

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| **Level 0 - unable to complete/unsafe practice** | This is used when the learner is unsafe and the session should be stopped, or the assessor completes the skill. This could be a disability that prevents the skill being completed or lack of co-ordination. Further simulation training can be offered. |
| **Level 1 - Novice** | Baseline assessment the person may have no prior experience of procedure but can follow instruction. Can progress to workplace assessments. |
| **Level 2 – Advanced beginner** | Baseline/Supervised assessment/could be final assessment, acceptable performance starting to recognise the skill and requirements but not necessarily in the correct order. |
| **Level 3 – Competent**  | Supervised/Final Assessment/Revalidation, mastered the skill needs more experience to gain fluidity. Is competent to practice autonomously. |
| **Level 4 – Proficient**  | Final assessment/Revalidation can carry out the skill independently and can adapt to patients or procedure as it develops. |
| **Level 5 – Expert**  | Revalidation, this individual has mastered the skill and does not rely on rules can think and act accordingly in a safe effective manner. Fluid, flexible and highly proficient. |