

Acute Training Solutions

Continence Management Competency Framework

Guideline

It is essential that any member of staff is competent in Continence Management. This skill should only be administered by designated staff who have had their competency assessed in line with your company and local policy. The registered manager is responsible for arrangements for training staff and assessing competency. A thorough assessment should be undertaken before staff begin Continence Management unsupervised.

Using this assessment tool, the Registered Manager, or an appropriate person nominated by the Registered Manager, should accompany the member of staff and witness the actions the member of staff takes and record the information on this assessment document.

Although the member of staff should be allowed to perform the skill as if they were doing it alone the observer must be ready to intervene if it appears that unsafe practice is occurring.

Most questions have a yes/no response. Where a no response has been selected this must be resolved before the person can undertake the skill unsupervised.

The competency assessment will be conducted under three categories – Knowledge, Skills and Attitudes:

Knowledge	The member of staff that is being assessed must be familiar with the theoretical aspects of Continence Management.
Skills	This category will test the performance criteria. The member of staff being assessed will be expected to demonstrate aspects of the procedure using the appropriate equipment.
Attitudes	This category involves the persons attitude to the skill – using a professional approach, care in handling the client and providing clear documentation and communication.

To be completed by Nurse or Assessor		
Name:	Designation:	Date:

Knowledge

Criteria met	Y	N
Demonstrate an understanding of the anatomy and physiology of the male and female urinary tract in relation to urinary tract function and continence.		
Demonstrate an understanding of the the anatomy and physiology of the male and female lower gastrointestinal tract in relation to lower bowel function and continence.		
Give examples of specific health conditions which may have an impact on bladder and bowel function regarding maintaining continence.		
State how diet, fluids and medications can affect bladder and bowel continence.		
State how to perform a continence assessment.		
State how bladder and bowel charts/questionnaires/diaries are used to investigate and treat bladder and bowel incontinence.		

Skills

Criteria met	Y	N
Applies standard precautions for infection prevention and control and take other appropriate health and safety measures.		
Carries out baseline observations and tests, where necessary, to support the continence assessment.		
Provides adequate support to enable the client to communicate their preferences in managing their continence.		
Introduces and reviews methods of recording and reporting patterns of elimination – use of diaries and bowel/urine output charts.		
Provides a continence action plan for the client putting the client at the Centre of the plan.		
Provides appropriate continence equipment for the client and demonstrates correct use of equipment.		
Ensure soiled equipment and clothing are disposed of safely to reduce risk of cross infection.		
Support the individual in maintaining personal hygiene whilst managing their continence.		
Ensures the client has means of calling for assistance when using toilet facilities and managing continence equipment.		
Gives advice on foods and drink that would increase risk of incontinence.		
Provides assistance to the client in getting on off commode/toilet.		
Establishes a toilet routine for the client.		



Attitudes

Criteria met	Y	N
Respects the individual's privacy, dignity, wishes and beliefs, and seek to minimise embarrassment during the assessment.		
Encourages active participation from the client and works in a way that promotes self-respect and dignity.		
Documents and records interventions made accurately.		
Reports any concerns to the line manager.		

Competency assessment		
Date:		
Is the Healthcare Professional competent in terms of clinical ability, knowledge, skills and attitudes to undertake the skill of Continence Management. Please circle chosen response.	Y	N
If NO, please give date of reassessment:		

The assessment should be repeated at intervals of not less than one year or sooner. The assessments are an opportunity to identify with the member of staff any training needs and to ensure that the most recent good practice requirements are being followed. The outcome of the assessment and any action points identified should be documented.

Name of member of staff making the assessment

Signature of member of staff making the assessment.

Job title and signature of member of staff being assessed

I fully understand and accept my role in

If I do not feel confident or competent at any time I will inform my manager.

Print name:

Signature:

Date.: