

Advanced Prescribed Procedure Certification Program Checklist

Please Note: a separate form must be completed and submitted for each procedure.

Contact Information:

Facility

Address

Contact Person

Telephone

Email Address

Procedure:

- Manipulation or repositioning of a cannula balloon.
- Chest needle insertion, aspiration, reposition and removal.
- Chest tube insertion, aspiration, reposition and removal.
- Bronchoscopic tissue sample for the purpose of bronchoalveolar lavage and endobronchial brushing.
- Intraosseous needle insertion.
- Subcutaneous electrode placement for interoperative and perinatal fetal monitoring.

Patient Population:

- Adult
 Pediatric
 Neonatal

Submission:

- Initial
 - Revision to an approved program
- Date of previous submission (if applicable): _____

Authorization:

- The procedure is an advanced procedure below the dermis as defined by O. Reg 596/94, Part VII and the procedure is authorized by the CRTO for performance by Respiratory Therapists.
- The procedure is being performed by Members of the CRTO who are permitted to perform advanced prescribed procedures (i.e., General certificate of registration).
- Performance of the procedure by RTs has been approved in a policy by the Member's facility

Curriculum:

1. The certification curriculum considers the following:
 - Hours of instruction
 - Methods of instruction
 - Assessment of knowledge and experience

2. The certification curriculum content includes:
 - Performance based objectives
 - Nature and purpose of the procedure
 - Conditions specific to the individual institution/facility under which the procedure is to be performed
 - Associated anatomy, physiology, pathophysiology and pharmacology
 - Indications and contraindications
 - Risk factors and potential complications
 - Management of complications
 - Technique - demonstration, supervised training, skill evaluation

Quality Assurance:

- The initial certification process requires the member to demonstrate that he/she possesses the appropriate clinical competence for all components of the procedure.
- The certification process has a system for initial instruction, evaluation and re-evaluation (re-certification).
- A re-certification (minimum schedule of every 2 years) process is in place that includes a hands-on demonstration of competence and may include a review of related experience and a verbal/written evaluation of knowledge.

Records:

- The process identifies the individual(s) within the institution who is (are) responsible for certifying and re-certifying those members performing the procedure.
- Records of instruction, certification and re-certification are maintained and retained by the institution.

Name: _____ **Title :** _____

Signature: _____ **Date :** _____