

SFHGEN95

Monitor stock levels of clinical equipment or resources within accepted safe limits



Overview

This standard relates to monitoring stock levels of stored clinical equipment such as electronic, bioengineering, technology or other resources in a safe and correct environment to minimise damage and deterioration. This function ensures appropriate clinical equipment, medical devices, products and associated systems to meet clinical need.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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Performance criteria

You must be able to:

- P1 work within your level of competence, responsibility and accountability
- P2 apply appropriate health and safety measures and standard precautions for infection prevention and control in respect of monitoring the suitability and decontamination of stock held
- P3 ensure items are stored in suitable locations and conditions to minimise risk of damage, theft or deterioration
- P4 record demand levels and monitor trends for stock requests against held stock
- P5 ensure sufficient numbers or stock items are available for issue to meet expected demand
- P6 check stock levels at regular intervals in line with local policies and protocols
- P7 observe stock rotation and expiry date requirements and report unusual stock movement or any stock deterioration to relevant others
- P8 where appropriate, check the condition of returned stock items and take appropriate action to ensure used equipment is fit for re-issue
- P9 inform relevant individuals of any damaged stock, remove from the storage facility and dispose of in the appropriate manner
- P10 initiate action to maintain supply of equipment , medical devices and consumables to meet demand
- P11 maintain full, accurate and legible records of information and store in the correct location in line with current legislation, guidelines, local policies and protocols

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Knowledge and understanding

You need to know and understand:

- K1 your own level of competence, authority and specialist knowledge base
- K2 the principles and procedures of stock management, stock control and stock rotation to meet clinical need
- K3 the importance of ensuring items are stored in the correct location to minimise the risk of damage or deterioration and for ease of access
- K4 how to document stock movement to monitor storage levels
- K5 the importance of monitoring trends in stock demand and how to monitor trends
- K6 how to maintain the minimum stock levels to ensure consistent service delivery
- K7 the importance of appropriate health and safety measures and standard precautions for infection prevention and control in respect of monitoring the suitability and applicability of stock held for clinical use
- K8 the importance of checking the decontamination status of reusable items prior to and on return to storage
- K9 the importance of storing items in a clean, safe and appropriate environment
- K10 the importance of inspecting the condition of the stored items on a regular basis and how to do this
- K11 the importance of checking and monitoring stock to ensure that is fit for use
- K12 the range of manual handling techniques used in movement of items within storage facilities and when and how to use them
- K13 the current national legislation, guidelines, local policies and protocols which affect your work practice
- K14 the policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others

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Additional Information

External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: EF3 Transport and logistics

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