

Specimen Collection: Nose and Throat (Home Health Care) – CE

CHECKLIST

S = Satisfactory **U** = Unsatisfactory **NP** = Not Performed

Step	S	U	NP	Comments
Performed hand hygiene and donned gloves and appropriate PPE based on the patient's signs and symptoms and indications for isolation precautions.				
Introduced self to the patient, family, and caregivers.				
Verified the correct patient using two identifiers.				
Explained the procedure to the patient, family, and caregivers and ensured that the patient agreed to treatment.				
Verified the practitioner's order and assessed the patient for pain.				
Prepared an area in a clean, convenient location and assembled the necessary supplies.				
Assessed the patient's understanding of the purpose of the procedure and his or her ability to cooperate.				
Assessed the nasal mucosa and sinuses and observed for any drainage.				
Determined if the patient experienced postnasal drip, sinus headache or tenderness, nasal congestion, or sore throat or if he or she had been exposed to others with similar symptoms.				
Assessed the condition of the posterior pharynx.				
Assessed the patient for systemic signs of infection.				
Reviewed the practitioner's orders to determine if a nasal specimen, throat specimen, or both were needed.				
Collecting a Throat Specimen for Culture				
Planned to collect the specimen before mealtime to avoid contamination.				
Obtained assistance for collecting throat specimens from confused or combative patients.				
Had the swab and the culture tube ready for use. If using a prepackaged culture swab in a tube, loosened the top.				
Instructed the patient to sit erect in bed or in a chair. Faced the patient.				

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Instructed the patient to tilt the head back. If the patient was in bed, placed a pillow behind the shoulders.				
Asked the patient to open his or her mouth and say "ah."				
Depressed the anterior third of the tongue with a tongue blade and observed for any inflamed areas of the pharynx or tonsils. Illuminated the area with a penlight as needed. Did not place the tongue blade along the back of the tongue. If the patient gagged, removed the tongue blade and allowed him or her to relax before reinserting it.				
Inserted the swab without touching the lips, teeth, tongue, cheeks, or uvula.				
Gently but quickly swabbed the tonsillar area from side to side, contacting any inflamed or purulent sites.				
Carefully withdrew the swab without touching the oral structures.				
Inserted the swab into the culture tube and pushed the tip into the liquid medium at the bottom of the tube.				
Placed the top securely on the culture tube.				
In the presence of the patient, labeled the specimen per the organization's practice.				
Placed the labeled specimen in a biohazard bag and transported it to the laboratory immediately per the organization's practice.				
Checked the patient's throat for evidence of trauma, such as bleeding.				
Checked the laboratory record for culture results.				
Reported unusual test results to the practitioner.				
Assessed pain, treated if necessary, and reassessed.				
Discarded or stored supplies, removed PPE, and performed hand hygiene.				
Documented the procedure in the patient's record.				

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Collecting a Nasal Specimen for Culture				
Had the swab and the culture tube ready for use. If using a prepackaged culture swab in a tube, loosened the top.				
Instructed the patient to sit erect in bed or in a chair. Faced the patient.				
Asked the patient to occlude each naris and exhale.				
Positioned the patient with the head back and used a penlight to check the nasal passages for patency. If the patient was in bed, placed a pillow behind the shoulders.				
Carefully inserted the swab into the naris until it reached the portion of mucosa that was inflamed or contained exudate. Rotated the swab quickly.				
Removed the swab without touching the sides of the nose.				
Inserted the swab into the culture tube and pushed the tip into the liquid medium at the bottom of the tube.				
Placed the top securely on the culture tube.				
Offered the patient a facial tissue to blow his or her nose if needed.				
In the presence of the patient, labeled the specimen per the organization's practice.				
Placed the labeled specimen in a biohazard bag and transported it to the laboratory immediately per the organization's practice.				
Checked the patient's nares for evidence of trauma, such as bleeding.				
Checked the laboratory record for culture results.				
Reported unusual test results to the practitioner.				
Assessed pain, treated if necessary, and reassessed.				
Discarded or stored supplies, removed PPE, and performed hand hygiene.				
Documented the procedure in the patient's record.				
Collecting a Nasopharyngeal Specimen for Culture: Swab Method				
Had the nasopharyngeal swab and the culture tube ready for use. If using a				

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prepackaged culture swab in a tube, loosened the top.				
Instructed the patient to sit erect in bed or in a chair. Faced the patient.				
Gently advanced the swab to the nasopharynx until resistance was met.				
Rolled the swab and allowed it to remain in place for several seconds.				
Inserted the swab into the culture tube and pushed the tip into the liquid medium at the bottom of the tube.				
Placed the top securely on the culture tube.				
Offered the patient a facial tissue to blow his or her nose if needed.				
In the presence of the patient, labeled the specimen per the organization's practice.				
Placed the labeled specimen in a biohazard bag and transported it to the laboratory immediately per the organization's practice.				
Checked the patient's nasal passage for evidence of trauma, such as bleeding.				
Checked the laboratory record for culture results.				
Reported unusual test results to the practitioner.				
Assessed pain, treated if necessary, and reassessed.				
Discarded or stored supplies, removed PPE, and performed hand hygiene.				
Documented the procedure in the patient's record.				
Collecting a Nasopharyngeal Specimen for Culture: Wash Method with Suction				
Instructed the patient to sit erect in bed or in a chair. Faced the patient.				
If suction equipment was available, attached the suction catheter to the suction specimen trap. Attached the specimen trap to the suction connecting tubing and adjusted the suction.				
Drew up 1.5 ml of sterile nonbacteriostatic 0.9% sodium chloride solution into a 3-ml syringe.				

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Instructed the patient to tilt his or her head back. If the patient was in bed, placed a pillow behind the shoulders.				
Using the syringe, injected 1 to 1.5 ml of sterile nonbacteriostatic 0.9% sodium chloride solution into each naris.				
Inserted the suction catheter into the naris and suctioned secretions.				
Repeated the procedure for the other naris per the practitioner’s order.				
Removed the specimen trap from the suction tubing and secured the ends per the manufacturer’s instructions.				
Offered the patient a facial tissue to blow his or her nose if needed.				
In the presence of the patient, labeled the specimen per the organization’s practice.				
Placed the labeled specimen in a biohazard bag and transported it to the laboratory immediately per the organization’s practice.				
Checked the patient’s nasal passage for evidence of trauma, such as bleeding.				
Checked the laboratory record for culture results.				
Reported unusual test results to the practitioner.				
Assessed pain, treated if necessary, and reassessed.				
Discarded or stored supplies, removed PPE, and performed hand hygiene.				
Documented the procedure in the patient’s record.				

Learner: _____ Signature: _____

Evaluator: _____ Signature: _____

Date: _____