Self-Assessment Checklist
BeneVision Central Station/ Workstation.

mindray

Forename (s):	**Surname:**
Job Title:	
Directorate / Department / Unit / Ward:	
Device Name / Model (delete as appropriate):	**Central Station/ Workstation**

This checklist should be used as a self-assessment of your knowledge of the above device. This list is only intended to cover the main functions of the CMS/ Workstation. A full explanation of functions can be found in the Operators Manual.

Assessment should be made against the statements in each category. If you are in any doubt regarding your ability to safely use this device, please seek further education and re-assess.

*Indicates that a configuration change or additional hardware maybe required.

Training resources can be found at www.mindrayuk.com

Retain this checklist in your learning portfolio.

	Initial Assessment	Second Assessment (if applicable)
SAFETY		
I can set the CMS/ Workstation alarm volume to a safe level to suit the environment.	Yes / No	Yes / No
I can safely activate the global alarm silence key*	Yes / No	Yes / No
Screen Navigation		
I understand what information is shown in MultiBed screen view.	Yes / No	Yes / No
I can enter ViewBed screen.	Yes / No	Yes / No
I can access the Drop-Down Menu	Yes / No	Yes / No
PATIENT MANAGEMENT		
I can Admit, Discharge and Transfer patients	Yes / No	Yes / No
I can amend patient information	Yes / No	Yes / No
I can select pacing options	Yes / No	Yes / No
I can select the correct age category.	Yes / No	Yes / No
I can select patient Care Groups	Yes / No	Yes / No
I can view discharged patient information	Yes / No	Yes / No

OTHER KEY FUNCTIONS

I understand how to use Night Mode	Yes / No	Yes / No
I understand how to use Privacy Mode	Yes / No	Yes / No
I can put beds into standby	Yes / No	Yes / No
I can re-admit discharged patients	Yes / No	Yes / No
I can admit patients using the ADT database*	Yes / No	Yes / No
I can readmit discharged patients	Yes / No	Yes / No
I can admit patients using the ADT database*	Yes / No	Yes / No

ALARM MANAGEMENT

I can interpret clinical & technical alarms	Yes / No	Yes / No
I can adjust alarm limits*	Yes / No	Yes / No
I understand Alarm Reset & Alarm / Audio Pause	Yes / No	Yes / No
I can adjust alarm threshold settings*	Yes / No	Yes / No

REVIEW

I know how to trigger & review a Manual Event	Yes / No	Yes / No
I know how to display Trends, Events & Full Disclosure	Yes / No	Yes / No
I know how to print*	Yes / No	Yes / No

DECLARATION OF SELF ASSESSMENT

I have completed the above self assessment and feel able to use the named device safely	Yes / No	Yes / No
Date:		
Signature:		