

# Basic Skills Checklist

## Instructions

- 1 - No Experience (Instruction only, no hands on experience.)
- 2 - Minimal Experience (Have experience but has performed procedure infrequently. Minimal assistance needed.)
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Patient Assessment Skills	Experience
Auscultation & Identification of heart & lung sounds	① ② ③ ④
Auscultation & Identification of bowel sounds	① ② ③ ④
Identification of abnormal heart & lung sounds	① ② ③ ④
Using an oto-ophthalmoscope to evaluate retina, eardrum	① ② ③ ④
Assessing pupillary response as part of neuro assessment	① ② ③ ④
Assessing and describing levels of consciousness	① ② ③ ④
Assessing patients according to age-specific changes	① ② ③ ④
Using appropriate interview techniques	① ② ③ ④
Assessing skin breakdown potential	① ② ③ ④
Assessing for fall risk	① ② ③ ④
Care Plan Formulation	Experience
Use a goal directed care plan	① ② ③ ④
Use a care pathway	① ② ③ ④
Work w/a multidisciplinary team to plan care/discharge	① ② ③ ④
Write nursing notes using the focused-note approach	① ② ③ ④
Medication Administration	Experience
Administer oral and topical route medications	① ② ③ ④
Administer medications via injection	① ② ③ ④
Give IV push and piggyback medications	① ② ③ ④
Administer medications through gastric tubes	① ② ③ ④
Administer medications via button infusers & ports	① ② ③ ④
Recognize adverse reactions to medications	① ② ③ ④
Intravenous Therapy and Specialty Medications	Experience
Give chemotherapy medications	① ② ③ ④
Calculate IV drug drip rates for cardiac medications	① ② ③ ④
Care for the patient with an acute allergic reaction	① ② ③ ④
Modify IV administration for the latex allergy patient	① ② ③ ④
Collaborate w/pharmacy lab on measuring drug levels	① ② ③ ④
Prepare primary and secondary IV bags and tubings	① ② ③ ④
Start IVs w/butterfly, cannula and safety IV needles	① ② ③ ④
Assess for and manage complications, adverse reactions	① ② ③ ④
Add medications to IV solutions	① ② ③ ④

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Intravenous Therapy and Specialty Medications	Experience
Do heparin flushes	① ② ③ ④
Convert IV lines to heparin locks	① ② ③ ④
Hang blood products and monitor blood infusions	① ② ③ ④
Assist w/central line insertion, DC central lines	① ② ③ ④
Use IV pumps and PCA pumps	① ② ③ ④
Specimen Collection	Experience
Collect urine for UA, culture and sensitivity	① ② ③ ④
Collect stool for blood, ova and parasites	① ② ③ ④
Collect anaerobic and aerobic specimens for culture	① ② ③ ④
Collect 5 and 24 hour urine specimens	① ② ③ ④
Conduct capillary blood sugar test	① ② ③ ④
Cardiac Patient Care	Experience
Can apply telemetry leads for Lead II monitoring	① ② ③ ④
Can recognize death-producing cardiac rhythms	① ② ③ ④
Knows ACLS algorithms for various arrest problems	① ② ③ ④
Can use a defibrillator and/or AED	① ② ③ ④
Can insert oral and nasal airways	① ② ③ ④
Can use a bag/valve/mask set up	① ② ③ ④
Can put a laryngoscope together, assist w/ intubation	① ② ③ ④
Able to use a portable oxygen tank	① ② ③ ④
Assist w/temporary pacemaker insertion	① ② ③ ④
Care for a cardiac cath patient pre and post cath	① ② ③ ④
Care for a CABG patient pre and post op	① ② ③ ④
Understands principles of cardiac rehabilitation	① ② ③ ④
Medical Surgical Patient Care	Experience
Can do oral and nasopharyngeal suctioning	① ② ③ ④
Prepares and applies warm and cold packs	① ② ③ ④
Dressings; sterile, clean, wet-to-dry, compression, etc.	① ② ③ ④
Can apply knee immobilizers and hip abductors	① ② ③ ④
Can apply slings, bandages and binders	① ② ③ ④
Use a Doppler to assess peripheral pulses	① ② ③ ④
Monitor CPM machine function	① ② ③ ④

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Medical Surgical Patient Care	Experience
Assist w/thoracentesis, paracentesis, lumbar puncture	① ② ③ ④
Insert, manage & remove nasogastric & feeding tubes	① ② ③ ④
Insert, manage and remove foley catheters	① ② ③ ④
Use sequential pressure devices	① ② ③ ④
Use wound suction devices and machines	① ② ③ ④
Do continuous bladder irrigation	① ② ③ ④
Monitor intracranial pressure	① ② ③ ④
Set up and manage chest tubes	① ② ③ ④
Set up and direct care of the patient in isolation	① ② ③ ④
Manage an epidural catheter for pain control	① ② ③ ④
Take care of a trach	① ② ③ ④
Manage the patient in skeletal or buck's traction	① ② ③ ④
Give colostomy care, manage appliances	① ② ③ ④
JCAHO	Experience
JCAHO National Safety Goals	<input type="checkbox"/>
JCAHO Prohibited Abbreviations	<input type="checkbox"/>