

## Long Term Care

Name \_\_\_\_\_ Telephone \_\_\_\_\_ Who is your recruiter? \_\_\_\_\_ Date \_\_\_\_\_

**Instructions:** This checklist is meant to serve as a general guideline for our client facilities as to the level of your skills within your nursing specialty. Please use the scale below to describe your experience/expertise in each area listed below.

### PROCEDURES / SKILLS

	Never Performed	Limited Experience	Comfortable Performing	Proficient
<b>A. CARDIAC</b>				
Use of cardiac monitors				
Assessment of heart sounds				
Cardiac Arrest				
CPR				
Care of patients with CHF				
Atropine administration				
Digoxin administration				
Dopamine administration				
Inderal administration				
Lidocaine administration				
<b>B. GENITOURINARY</b>				
Fluid Balance				
Foley Catheter Insertion				
Ileostomy				
GU Irrigations				
Nephrostomy Tube				
<b>C. ENDOCRINE</b>				
Blood Glucose Checks				
Insulin Administration				
Care of patients with Diabetes				
<b>D. GASTROINTESTINAL</b>				
NG tube care and feedings				
Gastrostomy tube care and feedings				
Colostomy Care				
Assessment of Bowel Sounds				
<b>E. LEADERSHIP/PATIENT CARE</b>				
Taking Charge				
Admission Procedures				

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Discharge Procedures				
Patient Education				
Patient Care Plans				
<b>F. MEDICATIONS/IV THERAPY</b>				
Medication Calculation				
Reconstitution				
Oral Administration				
Eye Administration				
IM Administration				
SQ Administration				
Rectal Administration				
Starting IV's				
IV Medication Administration				
Central Line Care				
<b>G. NEUROLOGY</b>				
Assessment of Neurological Status				
Seizure Precautions				
Care of a patient with a CVA				
Care of a patient with Alzheimer's				
Care of patients with Spinal Cord Injury				
Decadron Administration				
Dilantin Administration				
Phenobarbital Administration				
Valium Administration				
<b>H. ORTHO/SKIN</b>				
Assessment of skin				
Wound Care and Treatments				
Use of special pressure relief devices				
Care of pts with a total hip replacement				
Care of pts with a total knee replacement				
Crutch Walking				

	Never Performed	Limited Experience	Comfortable Performing	Proficient
<b>I. RESPIRATORY</b>				
Pulse Oximetry				
Oxygen Administration via nasal cannula				
Oxygen Administration via face mask				
Principles of chest percussion				
Care of patients with ventilator				
Care of patients with COPD				
Care of patients with ARDS				
Care of patient with a Tracheotomy				

**Do you speak any languages other than English?**    Yes    No                      **If yes, which language(s)?**

**Age Specific Skills**

Check the box under EACH age group that you have experience with and are comfortable with for each skill below.

Neonates(0-30 days)	Infants(1 mo-1 yr)	Toddlers(1-3 yrs)
Preschool(4-6 yrs)	School Age(7-12 yrs)	Adolescent(13-18 yrs)
Young Adult(19-39 yrs)	Middle Adults(40-64 yrs)	Older Adults(65+ yrs)

Understands the different communication needs for the age group & changes communication methods and terminology accordingly

Neonates(0-30 days)	Infants(1 mo-1 yr)	Toddlers(1-3 yrs)
Preschool(4-6 yrs)	School Age(7-12 yrs)	Adolescent(13-18 yrs)
Young Adult(19-39 yrs)	Middle Adults(40-64 yrs)	Older Adults(65+ yrs)

Understands the different medications, dosages and possible side effects for the age group and administers medications appropriately

Neonates(0-30 days)	Infants(1 mo-1 yr)	Toddlers(1-3 yrs)
Preschool(4-6 yrs)	School Age(7-12 yrs)	Adolescent(13-18 yrs)
Young Adult(19-39 yrs)	Middle Adults(40-64 yrs)	Older Adults(65+ yrs)

Understands the different safety risks for the age group and alters the environment accordingly

Neonates(0-30 days)	Infants(1 mo-1 yr)	Toddlers(1-3 yrs)
Preschool(4-6 yrs)	School Age(7-12 yrs)	Adolescent(13-18 yrs)
Young Adult(19-39 yrs)	Middle Adults(40-64 yrs)	Older Adults(65+ yrs)

Understands the normal growth and development for the age group and adapts care accordingly

Neonates(0-30 days)	Infants(1 mo-1 yr)	Toddlers(1-3 yrs)
Preschool(4-6 yrs)	School Age(7-12 yrs)	Adolescent(13-18 yrs)
Young Adult(19-39 yrs)	Middle Adults(40-64 yrs)	Older Adults(65+ yrs)

I hereby certify that ALL information I have provided to Clover Health Services, on this skills checklist and all other documentation, is true and accurate. I understand and acknowledge that any misrepresentation or omission may result in disqualification from employment and/or immediate termination.