

## Medical Surgical

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.

### CARE OF PATIENTS WITH

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Abdominal Aortic Aneurysm				
Angina				
Cardiac Arrest				
Cardiac Catheterization				
Cardiogenic Shock				
Cardiomyopathy				
Carotid Endarterectomy				
Congestive Heart Failure				
Cardiac Stents				
Deep Vein Thrombosis				
Post Acute MI (>48 hrs)				
Post Angioplasty				
Asthma				
Bronchoscopy				
COPD				
Fresh Tracheostomy				
Pulmonary Edema				
Pneumonectomy				
Pneumonia				
Pneumothorax				
CVA/TIA				
Coma				
Encephalitis				
Head Injuries/Intracranial bleeds				
Menigitis				
Multiple Sclerosis				
Neuromuscular Disease				
Seizures				
Spinal Cord Injuries				
Renal Failure				

**CARE OF PATIENTS WITH**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Cirrhosis				
Hepatic Failure				
Cholecystitis				
Bowel Obstruction				
GI Bleed				
Inflammatory Bowel Disease				
Paralytic Ileus				
Peritonitis				
TURP/TURBP				
Urinary Tract Infection				
Arthroscopic Surgery				
Amputation				
Osteomyelitis				
Osteoporosis				
Pinned Fractures				
Other Fractures				
Rheumatic/Arthritic Disease				
Total Hip Replacement				
Total Knee Replacement				
Diabetes Insipidus				
Diabetes Mellitus				
Leukemia				
Malignant Tumors				
Anemia				
TURP/TURBP				
Urinary Tract Infection				
Arthroscopic Surgery				
Amputation				
Osteomyelitis				
Osteoporosis				
Pinned Fractures				
Rheumatic/Arthritic Disease				
Total Hip Replacement				
Total Knee Replacement				
Diabetes Insipidus				
Diabetes Mellitus				
Leukemia				
Malignant Tumors				
Anemia				

**MEDICATION ADMINISTRATION**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Albuteral (Ventolin)				
Aminophylline				
Antibiotics				
Anticoagulants				
Anticonvulsants				
Antihypertensives				
Chemotherapeutic Agents				
Corticosteroids				
Digoxin				
Heparin				
Insulin				
Lasix				
Nitroglycerine				
Narcotics				
Oral Hypoglycemics				
Thyroid Replacement				
Starting IV's				
Mixing IV's				
Regulating IV's				
Suppository				
TPN Administration				
PPN Administration				
Patient Controlled Analgesia (PCA)				
Blood/Blood Product Administration				
Continuous IV Infusion				
CAD Pump				
Eye/ear instillations				
IM injections				
Insulin Pump				
IV Push				
Metered Dose Inhalers				
Nebulizer				
Piggyback infusions				
Rectal infusion				
Suppository				
SQ injections				
Z track injections				

**PROCEDURES / SKILLS**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
A-V Fistula Care				
Brace/Splint Application				
<b>Foley/Straight Cath insertion &amp; care</b>				
a. Male				
b. Female				
Bladder irrigation				
Bowel Prep/Cleaning				
Care of suprapubic catheter				
Cast care				
Cast application (assist with)				
<b>Central line care</b>				
a. Broviac				
b. Groshong				
c. Hickman				
d. PICC				
e. Portacath				
f. Quinton				
<b>Chemotherapy</b>				
a. Oral				
b. IV				
Chest Physiotherapy				
Chest Tube & Drainage System				
a. Set up				
b. Assist with insertion				
c. Care & maintenance				
d. Troubleshooting				
e. Removal				
CPR				
CVP Measurement				
Cardioversion				
Defibrillation				
EKG - obtaining 12 lead				
EKG arrhythmia interpretation				
EKG - lead placement				
Continuous Tube Feeding				
Glascow Coma Scale				
Gastric Lavage, Iced Saline				

**PROCEDURES / SKILLS**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Gastric Suction				
a. Intermittent				
b. Continuous				
Halo Traction/Cervical Tongs				
<b>Interpretation of Lab Results</b>				
a. Blood gases				
b. Blood chemistry				
c. Cardiac enzymes / isoenzymes				
d. CBC				
e. Coagulation studies				
f. Cultures				
g. Electrolytes				
h. Urine dipstick				
<b>Intestinal Tract Tube Insertion/Care</b>				
a. Gastrostomy tubes				
b. Jejunostomy tubes				
c. Nasogastric tubes				
d. Orogastric tubes				
e. T-tubes (care only)				
Isolation Procedures				
Nephrostomy Tube Care				
Nerve Stimulators				
Oral Airway Insertion				
<b>Oxygen Therapy Administration</b>				
a. Ambu bag				
b. Bag & mask				
c. BiPAP				
d. Face mask				
e. Nasal cannula				
f. Trach collar				

**PROCEDURES / SKILLS**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
<b>Pacemaker</b>				
<b>a. Permanent</b>				
b. Temporary				
<b>Peritoneal Dialysis</b>				
a. Automatic cyclor				
<b>b. Manual</b>				
<b>Restraints</b>				
<b>Saline/Heparin Lock</b>				
<b>Specimen Collection</b>				
<b>a. Blood</b>				
i. central line				
<b>ii. venous stick</b>				
b. Cultures				
c. Sputum				
<b>d. Urine</b>				
<b>Suctioning</b>				
<b>a. Oral/Yankauer</b>				
b. Oropharyngeal				
<b>c. Nasopharyngeal</b>				
<b>d. Tracheostomy</b>				
<b>Temperature</b>				
<b>a. Axillary</b>				
b. Oral				
c. Tympanic				
<b>Thoracentesis/Paracentesis - assist with</b>				
<b>Use of Doppler</b>				
<b>Wound/Ostomy Care</b>				
a. Colostomy care/bag change				
<b>b. Ileostomy care/bag change</b>				
c. Irrigations				
<b>d. Pressure ulcers</b>				
i. staging				
ii. care				
e. Stasis ulcers				
<b>f. Sterile dressing changes</b>				
g. Steristrip application				
<b>h. Surgical wounds</b>				
i. Surgical drains				

**ASSESSMENT / OTHER**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Assess Breath Sounds				
Assess Heart Sounds				
Admission of patients to unit				
Care Planning				
Charge Nurse responsibilities				
Circulation Checks				
Computerized Charting				
Patient Teaching				
Neurological Assessments				
Vital Signs				

**PAIN MANAGEMENT**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Pain assessment using pain scales				
Epidural analgesia				
IV conscious sedation				
Patient controlled analgesia (PCA)				
Narcotic Agents				
Non-narcotic agents				
Non-pharmacological measures				

**EQUIPMENT**

	Never Performed	Limited Experience	Comfortable Performing	Proficient
Automated Med. Dispensing Systems				
Automatic BP cuffs				
Cardiac/Tele Monitor				
Glucometer				
Hypo/Hyperthermia blanket				
Oxygen Flow meter				
Pressure Relief Devices				
Pulse Ox				
Specialty Beds				
a. Air fluidized				
b. Low air loss				
Ventilator Management/Troubleshooting				
Computer Charting Systems				

If you use any Equipment, Please Specify below

**Infusion Pumps (specific brands)**

**Specialty Beds**

**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.