



## SKILLS CHECKLIST – TELEMETRY/INTERMEDIATE CARE UNIT

Directions: Please complete this checklist as accurately as possible. This will better enable us to match your skills with the available assignments at our client hospital.

| Unit Routines                      | Performs well,<br>no supervision<br>needed. | Experienced in,<br>may need<br>resource person | Familiar with,<br>need more<br>experience | Never<br>performed |
|------------------------------------|---|--|---|--------------------|
| Medication Administration:         |   |  |   |                    |
| 1. Intramuscular Injections        |   |  |   |                    |
| 2. Intradermal Injections          |   |  |   |                    |
| 3. Subcutaneous Injections         |   |  |   |                    |
| 4. Unit Dose                       |   |  |   |                    |
| 5. IV Pushes                       |   |  |   |                    |
| 6. IV Additives & Piggybacks       |   |  |   |                    |
| 7. Epidural Pumps                  |   |  |   |                    |
| 8. PCA Pumps                       |   |  |   |                    |
| 9. Infusion Pumps                  |   |  |   |                    |
| 10. Nitroglycerin                  |   |  |   |                    |
| 11. Heparin Drip                   |   |  |   |                    |
| 12. Coumadin Therapy               |   |  |   |                    |
| 13. Nontitrated Cardiac Drugs      |   |  |   |                    |
| Respiratory:                       |   |  |   |                    |
| 1. Assessment of Breath Sounds     |   |  |   |                    |
| 2. Oxygen Therapy:                 |   |  |   |                    |
| a. Nasal Cannula Prongs            |   |  |   |                    |
| b. Ventimask                       |   |  |   |                    |
| c. Rebreather/Nonrebreather Mask   |   |  |   |                    |
| 3. Chest Tubes (Emerson/Pleuravac) |   |  |   |                    |
| 4. Hemovac Drains                  |   |  |   |                    |
| 5. Oral Sputum Collection          |   |  |   |                    |
| 6. Incentive Spirometry            |   |  |   |                    |
| 7. Oral Suctioning                 |   |  |   |                    |
| 8. Nasotracheal Suctioning         |   |  |   |                    |
| 9. Tracheal Suctioning             |   |  |   |                    |

| <b>Unit Routines</b>                        | <b>Performs well,<br/>no supervision<br/>needed.</b> | <b>Experienced in,<br/>may need<br/>resource person</b> | <b>Familiar with,<br/>need more<br/>experience</b> | <b>Never<br/>performed</b> |
|---|--|---|--|----------------------------|
| 10. Care of tracheostomy                    |  |   |  |                            |
| 11. Care of Patient with:                   |  |   |  |                            |
| a. COPD                                     |  |   |  |                            |
| b. ARDS                                     |  |   |  |                            |
| c. Thoracic Surgery<br>(Pre/Post)           |  |   |  |                            |
| d. Asthma                                   |  |   |  |                            |
| e. Inhalation Injuries                      |  |   |  |                            |
| f. Pneumonia                                |  |   |  |                            |
| g. Pulmonary Edema                          |  |   |  |                            |
| h. Pulmonary Embolism                       |  |   |  |                            |
| Cardiac:                                    |  |   |  |                            |
| 1. Assessment of Heart<br>Sounds            |  |   |  |                            |
| 2. 12 Lead EKG<br>Interpretation            |  |   |  |                            |
| 3. Basic Arrhythmia<br>Detection            |  |   |  |                            |
| 4. Monitor Set Up                           |  |   |  |                            |
| 5. Lead Placement                           |  |   |  |                            |
| 6. Troubleshooting Telemetry<br>Malfunction |  |   |  |                            |
| 7. ABG Interpretation                       |  |   |  |                            |
| 8. Pulse Oximetry                           |  |   |  |                            |
| 9. Care of Patient with:                    |  |   |  |                            |
| a. Angina                                   |  |   |  |                            |
| b. Aneurysm                                 |  |   |  |                            |
| c. MI                                       |  |   |  |                            |
| d. Hypertensive Crisis                      |  |   |  |                            |
| e. Open Heart Surgery<br>(Pre/Post)         |  |   |  |                            |
| f. Congestive Heart Failure                 |  |   |  |                            |
| h. Cardiac Cath (Pre/Post)                  |  |   |  |                            |
| i. Cardiac Surgery (pre/Post)               |  |   |  |                            |
| Neurology:                                  |  |   |  |                            |
| 1. Neuro Assessment                         |  |   |  |                            |
| 2. Glasgow Coma Scale                       |  |   |  |                            |
| 3. Seizure Precautions                      |  |   |  |                            |
| 4. Assist with Lumbar<br>Puncture           |  |   |  |                            |
| 5. Halo Traction                            |  |   |  |                            |
| 6. Care of Patient with:                    |  |   |  |                            |

| <b>Unit Routines</b>                          | <b>Performs well,<br/>no supervision<br/>needed.</b> | <b>Experienced in,<br/>may need<br/>resource person</b> | <b>Familiar with,<br/>need more<br/>experience</b> | <b>Never<br/>performed</b> |
|---|--|---|--|----------------------------|
| a. CVA/TIA                                    |  |   |  |                            |
| b. Seizure Activity                           |  |   |  |                            |
| c. Overdose                                   |  |   |  |                            |
| d. Head Injury/Trauma                         |  |   |  |                            |
| e. Neuro Injury/Trauma                        |  |   |  |                            |
| f. Spinal Cord Injury/Trauma                  |  |   |  |                            |
| g. Paraplegia/Quadriplegia                    |  |   |  |                            |
| h. Hemiplegia                                 |  |   |  |                            |
| i. Neuro Surgery (Pre/Post)                   |  |   |  |                            |
| j. Cranial Hemorrhage                         |  |   |  |                            |
| k. AV Shunt Placement (Post)                  |  |   |  |                            |
| <b>Gastrointestinal:</b>                      |  |   |  |                            |
| 1. NG Tube Insertion                          |  |   |  |                            |
| 2. Gastrostomy Tube                           |  |   |  |                            |
| 3. Jejunostomy Tube                           |  |   |  |                            |
| 4. Enterostomal Care                          |  |   |  |                            |
| 5. Assessment of Bowel Sounds                 |  |   |  |                            |
| 6. Jackson-Pratt Drain                        |  |   |  |                            |
| 7. Penrose Drain                              |  |   |  |                            |
| 8. Insertion and Verification of Feeding Tube |  |   |  |                            |
| 9. Administration of Feeding with:            |  |   |  |                            |
| a. Feeding Pump (Continuous)                  |  |   |  |                            |
| b. Gravity Drainage (Bolus)                   |  |   |  |                            |
| 10. Care of Patient with:                     |  |   |  |                            |
| a. Liver Failure (Cirrhosis)                  |  |   |  |                            |
| b. Hepatitis                                  |  |   |  |                            |
| c. Appendicitis                               |  |   |  |                            |
| d. GI Bleeding (Upper/Lower)                  |  |   |  |                            |
| e. Pancreatitis                               |  |   |  |                            |
| f. Bowel Obstruction                          |  |   |  |                            |
| g. Paralytic Ileus                            |  |   |  |                            |
| h. Laparoscopic Abdominal Procedures          |  |   |  |                            |
| i. Open Abdominal Procedures                  |  |   |  |                            |
| <b>Renal:</b>                                 |  |   |  |                            |
|   |  |   |  |                            |

| <b>Unit Routines</b>                                  | <b>Performs well,<br/>no supervision<br/>needed.</b> | <b>Experienced in,<br/>may need<br/>resource person</b> | <b>Familiar with,<br/>need more<br/>experience</b> | <b>Never<br/>performed</b> |
|---|--|---|--|----------------------------|
| 1. Foley Catheter Insertion<br>(Male and Female)      |  |   |  |                            |
| 2. GU Irrigants (Set Up and<br>Maint.)                |  |   |  |                            |
| 3. Suprapubic Catheters                               |  |   |  |                            |
| 4. Nephrostomy Tube                                   |  |   |  |                            |
| 5. Electrolyte<br>Imbalance/Replacement               |  |   |  |                            |
| 6. Care of Patient with:                              |  |   |  |                            |
| a. Chronic/Acute Renal<br>Failure                     |  |   |  |                            |
| b. Renal Trauma                                       |  |   |  |                            |
| c. Renal Transplant                                   |  |   |  |                            |
| d. Nephrectomy  |  |   |  |                            |
| e. T.U.R.P.   |  |   |  |                            |
| f. Renal Calculi                                      |  |   |  |                            |
| g. Radical Prostatectomy                              |  |   |  |                            |
| h. Peritoneal Dialysis                                |  |   |  |                            |
| i. Hemodialysis                                       |  |   |  |                            |
| Vascular:   |  |   |  |                            |
| 1. Care of Gortex Graft                               |  |   |  |                            |
| 2. Care of Arteriovenous<br>Shunt                     |  |   |  |                            |
| 3. Quinton/Permacaths                                 |  |   |  |                            |
| 4. Groshong Catheters                                 |  |   |  |                            |
| 5. Hickman/Broviac<br>Catheters                       |  |   |  |                            |
| 6. maint. of Heparin/Saline<br>Lock                   |  |   |  |                            |
| 7. Assist Physician with<br>insertion of Central Line |  |   |  |                            |
| 8. Venipuncture                                       |  |   |  |                            |
| 9. Initiating IV Access                               |  |   |  |                            |
| TPN/Hyperalimentation/Lipid                           |  |   |  |                            |
| 10. Admin. Of Blood/Blood<br>Products                 |  |   |  |                            |
| 11. Peripheral Pulses                                 |  |   |  |                            |
| 12. Ultrasonic Doppler                                |  |   |  |                            |
| 13. Care of Patient with:                             |  |   |  |                            |
| a. Deep Vein Thrombosis                               |  |   |  |                            |
| b. Cellulitis   |  |   |  |                            |
| c. Sickle Cell Anemia                                 |  |   |  |                            |

| <b>Unit Routines</b>                       | <b>Performs well,<br/>no supervision<br/>needed.</b> | <b>Experienced in,<br/>may need<br/>resource person</b> | <b>Familiar with,<br/>need more<br/>experience</b> | <b>Never<br/>performed</b> |
|--|--|---|--|----------------------------|
| d. Transfusion Reaction                    |  |   |  |                            |
| e. Anaphylaxis                             |  |   |  |                            |
| f. Septic Shock                            |  |   |  |                            |
| Orthopedic:                                |  |   |  |                            |
| 1. Amputation                              |  |   |  |                            |
| 2. Arthroscopic Surgery<br>(Pre/Post)      |  |   |  |                            |
| 3. Total Joint Replacement<br>(Pre/Post)   |  |   |  |                            |
| 4. Cast Care                               |  |   |  |                            |
| 5. Orthopedic Trauma                       |  |   |  |                            |
| 6. Skeletal Traction                       |  |   |  |                            |
| 7. Bucks Extension                         |  |   |  |                            |
| 8. Pin Site Care                           |  |   |  |                            |
| 9. Laminectomy                             |  |   |  |                            |
| 10. Passive ROM Exercises                  |  |   |  |                            |
| Gynecology:                                |  |   |  |                            |
| 1. Mastectomy                              |  |   |  |                            |
| 2. Hysterectomy                            |  |   |  |                            |
| 3. Tubal Ligation                          |  |   |  |                            |
| 4. Ectopic Pregnancy                       |  |   |  |                            |
| 5. Abdominalplasty                         |  |   |  |                            |
| 6. Reconstructive Breast<br>Surgery        |  |   |  |                            |
| 7. Thyroidectomy                           |  |   |  |                            |
| 8. Removal of Cysts                        |  |   |  |                            |
| Emergency Management:                      |  |   |  |                            |
| 1. Emergency Response<br>Using:            |  |   |  |                            |
| a. Established Protocols                   |  |   |  |                            |
| b. Cardiac Arrest/CPR                      |  |   |  |                            |
| c. Admin. Of Emergency<br>Drugs            |  |   |  |                            |
| d. Use of Defibrillator                    |  |   |  |                            |
| e. Cardioversion                           |  |   |  |                            |
| f. Establish an airway                     |  |   |  |                            |
| g. Ambuing Techniques                      |  |   |  |                            |
| h. Assisting with<br>Intubation/Extubation |  |   |  |                            |
| Other:                                     |  |   |  |                            |
| 1. Accuchecks (Blood<br>Glucose)           |  |   |  |                            |

OMV Medical Inc.  
 Cont...Skills Checklist/Tele/ICC

| Unit Routines                                    | Performs well,<br>no supervision<br>needed. | Experienced in,<br>may need<br>resource person | Familiar with,<br>need more<br>experience | Never<br>performed |
|--|---|--|---|--------------------|
| 2. Burn Patients                                 |   |  |   |                    |
| 3. Diabetic Teaching                             |   |  |   |                    |
| 4. Isolation Techniques                          |   |  |   |                    |
| 5. Chemotherapy                                  |   |  |   |                    |
| 6. Oncology                                      |   |  |   |                    |
| 7. Patient Teaching                              |   |  |   |                    |
| 8. Nutritional Teaching                          |   |  |   |                    |
| 9. Knowledge of Normal Lab<br>Values             |   |  |   |                    |
| 10. Sterile Dressing Changes:<br>a. Simple       |   |  |   |                    |
| b. Complex                                       |   |  |   |                    |
| c. Complex Wounds                                |   |  |   |                    |
| d. Skin Assessment                               |   |  |   |                    |
| e. Fall Assessment                               |   |  |   |                    |
| 11. Restraints:<br>a. Soft                       |   |  |   |                    |
| b. Posey   |   |  |   |                    |
| c. Informed Consent                              |   |  |   |                    |
| 12. Care of Patient With:<br>a. Delirium tremens |   |  |   |                    |
| b. HIV   |   |  |   |                    |
| c. AIDS  |   |  |   |                    |
| d. Antibiotic Resistant<br>Infection             |   |  |   |                    |

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

OMV Representative: \_\_\_\_\_

Date: \_\_\_\_\_