

**RN COMPETENCY/SKILLS ASSESSMENT/ORIENTATION CHECKLIST
INTENSIVE CARE UNIT**

NAME: _____ Renewal Date: _____
 TITLE: _____ ACLS: _____
 DATE: _____ BLS: _____
 PALS: _____
 OTHER: _____

The Intensive Care Unit will be caring for a varied population of patients requiring treatment and diagnoses. Age ranges greater than 28 days are included on the Unit; however, 95% of the patients served will be in the adult and geriatric stages. Practice on the unit is age appropriate to the level of growth, development, and stage of life.

Level of Experience:

- A - None, has not been trained in that skill
- B - Limited, needs detailed instruction
- C - Considerable, needs minimal assistance
- D - Experienced, no assistance required
- E - Able to teach and supervise

Employees at level A, B and C may not function in total autonomy.

COMPETENCY TOPIC

1) DEMONSTRATES AND DOCUMENTS:

- A. Completes Nursing History and Assessment Sheet indicating plan of care.
- B. Implements Nursing procedures/treatments according to policy.
- C. Cares for the patient according to information outlined on the nursing care plan following discharge criteria and providing documented teaching.

A	B	C	D	E

- D. Intubation Equipment
- E. Ventilator
- 7) **RESUSCITATION/CRASH CART**
 - A. Adult
 - B. Pediatric
 - C. COR Zero Alarm Buttons
- 8) **STOCK EQUIPMENT AND ORDER SUPPLIES**
 - A. Materials Management
 - 1. Bedside/Center Column
 - 2. Supply Room
 - B. Pharmacy
 - C. Dietary
- 9) **GENERAL KNOWLEDGE**
 - A. Dress Code
 - B. MSDS Book/SMDA Policy
 - C. Policies and Procedures
 - 1. ICU
 - 2. Peds
 - 3. General
 - D. Universal Precautions
 - E. Fire Plan/Extinguishers, alarms, exits, O₂ shut off
 - F. Disaster Plan/call tree
 - G. Sick leave/Earned leave
 - H. Scheduling/staffing procedure
 - I. QA (CQI) Indicators
- 10) **MISCELLANEOUS EQUIPMENT**
 - A. Patient Call/Intercom

A	B	C	D	E

B. Referral Procedures

C. Documentation

13) **COMPETENCY TOOLS CHECKLISTS**

A. Cardiac Monitoring

B. Using the Central Station

C. 12 Lead EKG

D. Dysrhythmia recognition

E. Cardioversion

F. Defibrillation

G. COR Zero

H. Temporary Pacemakers

I. External Pacemaker

J. Peripheral Nerve Stimulator

K. Arterial Puncture for ABG's

L. Hemodynamic Monitoring

M. Swan Ganz Catheter Removal

N. Removal of Femoral Sheath post cardiac catheterization

→ O. Post Operative "Recovery" Period

A	B	C	D	E

Employee Signature

Department Head

Original Date of Orientation

Review Date

COMPETENCY/SKILL

- L. Terminal care of instruments, sharps and draping material
- M. Appropriate care of specimens including assisting with proper labeling/identification
- N. Correct identification of instruments
- O. Correct assembly of trays using set cards
- 4. **PACU NURSE DEMONSTRATES AND/OR DOCUMENTS:**
 - A. Initial assessment of patients on arrival to PACU correlating monitor readings with patient's status (condition) and incorporates into plan of care
 - B. Appropriate airway management
 - C. Correctly calculates Aldrete Score and applies to care plan and dismissal criteria
 - D. Plan of care using Nursing Process
 - E. Response to care
- 5. **EQUIPMENT DEMONSTRATES KNOWLEDGE OF CORRECT USE AND SET-UP OF EQUIPMENT AND ACCESSORIES**
 - A. Anesthesia Machines
 - 1. O2
 - 2. Suction
 - B. Monitors

A	B	C	D	E
4. PACU NURSE DEMONSTRATES AND/OR DOCUMENTS:				
5. EQUIPMENT DEMONSTRATES KNOWLEDGE OF CORRECT USE AND SET-UP OF EQUIPMENT AND ACCESSORIES				

NA
↓

D. Notes and documents patients' response to care according to policy.

2) COMMUNICATIONS:

A. Demonstrates professionalism in communication with regards to patient rights and choices.

B. Promptly advises the Charge Nurse/Supervisor of needs or changes on the unit.

C. Communicates with physicians to give or seek information to optimize patient care.

D. Appropriately initiates chain of command.

E. Works to foster good guest relations by exhibiting courtesy in both personal and phone interactions.

3) CLINICAL RESOURCE:

A. Available to co-workers; helps finish tasks and identify and solve unit problems.

B. Actively participates in orientation of students and new employees.

C. Maintains current clinical knowledge.

4) ADMINISTRATION MEDICATIONS/IV:

A. Adheres to policy and procedure in administration of medications.

B. Demonstrates knowledge, skill and safety and patient preparation in the administration of medications.

5) RECORD KEEPING:

A. Transcribes orders completely and accurately in a timely manner.

B. Completes Unit Log Books per shift.

6) SAFETY:

A. Aware of potential injury to patients and staff members. Takes preventive steps.

A	B	C	D	E

