

## Skills Assessment

### The goal of the orientation shift is to:

- Review unique needs of patient population on the unit.
- Identify how to access commonly used equipment and supplies on the unit.
- Review the skills within the scope of practice of an Instructor.
- Access resources that support patient care (such as Mosby Nursing Skills, Krames Patient Education, Nursing website Policy page, Micromedex, LexiComp).

## Scope of Practice

VUAH provides an opportunity for clinical rotations during a credited course through nursing schools. Clinical Instructors and Preceptors should give feedback regarding the student's progress and review all nursing tasks during the shift.

Scope of Practice:	Outside Scope of Practice:
<p>Students should be given as many opportunities as possible within their scope of practice. During the rotational experience, students must be accompanied by the Clinical Instructor or Preceptor when they are completing any new skill or one which requires a nursing license.</p>	<p>Due to the need for additional training, certification, and/or nursing licensure the following items are outside the student nurse's Scope of Practice; therefore the student should not:</p>
<ul style="list-style-type: none"> <li>• Activities of Daily Living</li> <li>• Administer Medications-Excluding IV push (under the direct supervision of a Clinical Instructor or Preceptor)</li> <li>• Documentation (limited to their access and co-signed by the Clinical Instructor or preceptor)</li> <li>• Identify evidence-based interventions to prevent hospital-acquired infections and conditions with Clinical Instructor and Patients' Primary Staff Nurse</li> <li>• Foley Catheter (Insertion, Care, Removal)</li> <li>• Intake and Output</li> <li>• Phlebotomy</li> <li>• Prime IV fluids</li> <li>• Skin Care</li> <li>• NG tube insertion</li> <li>• Suctioning</li> <li>• Vital Signs</li> </ul>	<ul style="list-style-type: none"> <li>• Administer or Cosign blood and/or blood products</li> <li>• Administer IV push medications</li> <li>• Remove medications from the Omnicell system</li> <li>• Cosign narcotic tracking sheets or controlled drug records</li> <li>• Perform Point of Care Testing</li> <li>• Obtain or witness consent for surgery, procedures, etc.</li> <li>• Independently administer medications of any type</li> <li>• Complete independent assessments</li> <li>• Change infusion pump settings, titrate drips or manage IVs and infusion pumps without direct supervision.</li> <li>• Be responsible and accountable for Braden skin assessments, Medication reconciliation, Falls Risk assessments, or Admission history</li> </ul>

Name: \_\_\_\_\_

Unit: \_\_\_\_\_

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

### Competency Documentation

Prevention of harm to Patients/Staff	Performed	Observed	Reviewed	Date and Initials
Tracheostomy Care/suctioning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CAUTI guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tube feeding and flushes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gastrostomy tube care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Operating Alaris Pump</b> Guardrail meds Patient identifier Trouble shooting Errors Patient profiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Omnicell:</b> Obtaining meds from Omnicell Scanning med Scanning arm band	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Safe Patient Handling Equipment such as slippery sheets, lifts, etc.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Emergency Response</b>	<b>Performed</b>	<b>Observed</b>	<b>Reviewed</b>	<b>Date and Initials</b>
<b>Emergency Equipment/Response:</b> a. Location of Crash Cart	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. STAT/RRT 11111	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Philips monitor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Communication</b>	<b>Performed</b>	<b>Observed</b>	<b>Reviewed</b>	<b>Date and Initials</b>
a. Change of shift handover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Communication of students assignments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Prevention of harm to Patients/Staff</b>	<b>Performed</b>	<b>Observed</b>	<b>Reviewed</b>	<b>Date and Initials</b>
<b>Documentation:</b> a. Medication administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Co-signing student entries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Additional orientation information can be added:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Name:** \_\_\_\_\_  
**Unit:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

Competency Documentation Cont'd		
Policies	Reviewed	Date
Documentation Standards in the Medical Record IM 10-20.20	<input type="checkbox"/>	
CL SOP– Clinical Handover Communication	<input type="checkbox"/>	
Falls Prevention-Adult CL 30-02.09	<input type="checkbox"/>	
Medication Administration MM 10-10.10	<input type="checkbox"/>	
CL SOP Labeling of Laboratory Specimens	<input type="checkbox"/>	
Intravenous Therapy: Peripheral Vascular Access – Adult & Pediatrics - CL 30-07.01	<input type="checkbox"/>	
Indwelling Urinary Catheters Insertion, Maintenance, and Discontinuation CL 30-15.05	<input type="checkbox"/>	
Protocol– Restraint Order Discontinuation; Restraint/Seclusion Management CL30-0418	<input type="checkbox"/>	
High Alert Medications MM 10-10.12	<input type="checkbox"/>	
Transport of Patients CL 30-03.05	<input type="checkbox"/>	
Suicide Risk Screening and Management in Non-Psychiatric Units CL 30-04.01	<input type="checkbox"/>	

**Signature of Clinical Instructor:** \_\_\_\_\_  
**Signature of Unit Preceptor:** \_\_\_\_\_  
**Unit:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

# Computer Skills Checklist

## *Getting to Know eStar*



### ❑ Sign in window

- Select the department and patients you will be caring for

### ❑ Navigating the patient list reports

- Located below the patient list panel
- Quickly see an overview of the patient without opening the chart

### ❑ Documenting in Flowsheets

- Located below the MAR 'activity'
- Documenting vital signs, I/Os, and ADLs
- Correcting a flowsheet error

### ❑ Documenting patient education

- Located in the Education 'activity'

### ❑ Administering Medications

- Located in the MAR 'activity'
- Administering IV medications
- Handling overdue and missed medications
- Communicating with pharmacy

### ❑ Opening the patient chart

- Upon opening a patient's chart, you will be taken to summary 'activity'
- An 'activity' is a feature in eStar that supports a specific task (i.e. Flowsheets 'activity', Chart Review 'activity' etc.)

### ❑ Cosigning

- Located in the Summary 'activity'
- A clipboard icon with a check mark on it will appear in the patient list panel, next to your patient's name, to alert you to cosign

### ❑ Documenting LDAs and charges

- Located in the Flowsheet 'activity'
- Adding LDAs
- Removing LDAs

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- Located in the Flowsheet 'activity'
- Adding LDAs
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### ❑ Other tips and tricks

- Admitting a patient
- Discharging a patient
- Viewing active orders
- Scanning Breastmilk (4E or 4N patients)
- Completing task and collecting labs