



1821 WHITEHAVEN ROAD, GRAND ISLAND, NY 14072 | 716.775.9456 | FAX 716.775.9459

## MED SURG SKILLS CHECKLIST

Date:

First Name:

Last Name:

Email:

Phone:

Cell:

1 = Not Performed    2 = Minimal Experience    3 = Proficient

### MEDS/IV THERAPY \*

|                              |                         |                         |                         |
|------------------------------|-------------------------|-------------------------|-------------------------|
| Administer PO Medications    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Administer NG / GT Meds      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Administer IM & SQ Meds      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Peripheral IV Insertion      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Mix IV Infusion w/ Additives | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Administer IV Medications    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Heparin/Saline Locks         | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Needle-less Systems          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Infusion Pumps               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Discontinue Peripheral IVs   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Pain Assessment/Management   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| IV Rate Calculation          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Antibiotics                  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Antihypertensives            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Anticoagulants               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Anticonvulsants              | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Diuretics                    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| IV Conscious Sedation        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
|                              | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |



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### RESTRAINT

- Full Restraints    1 ○    2 ○    3 ○  
Wrist Restraints    1 ○    2 ○    3 ○  
Ambulatory Cuffs    1 ○    2 ○    3 ○

### GENERAL NURSING, Part 2

- Isolation Techniques    1 ○    2 ○    3 ○  
Wrist Restraints    1 ○    2 ○    3 ○  
Full Restraints    1 ○    2 ○    3 ○  
Ambulatory Cuffs    1 ○    2 ○    3 ○  
Alarm Systems    1 ○    2 ○    3 ○  
Cultural Diversity    1 ○    2 ○    3 ○  
Ethnic Awareness    1 ○    2 ○    3 ○

### ADMINISTRATIVE DUTIES

- Documentation    1 ○    2 ○    3 ○  
Maintain Clinic Flow    1 ○    2 ○    3 ○  
Order Supplies/Equipment    1 ○    2 ○    3 ○  
Restock Infirmary    1 ○    2 ○    3 ○  
Use Computer to Obtain/Enter Info    1 ○    2 ○    3 ○  
Assemble Medical Record    1 ○    2 ○    3 ○  
Maintain Medical Record Manage    1 ○    2 ○    3 ○  
Provider Orders Schedule    1 ○    2 ○    3 ○  
Appointments Maintains Unit Logs/    1 ○    2 ○    3 ○  
Records Multi-Disciplinary    1 ○    2 ○    3 ○  
Planning OSHA Guidelines    1 ○    2 ○    3 ○  
Inmate/patient Education    1 ○    2 ○    3 ○

### VASCULAR

- Draw Blood for Lab Studies    1 ○    2 ○    3 ○  
Administer Blood    1 ○    2 ○    3 ○  
Administer Blood Products    1 ○    2 ○    3 ○  
Hyperalimentation / TPN    1 ○    2 ○    3 ○  
Central Venous Lines (CVL)    1 ○    2 ○    3 ○  
CVLs Dressing Change    1 ○    2 ○    3 ○  
Hickman/Broviac Catheters    1 ○    2 ○    3 ○  
Intake and Output    1 ○    2 ○    3 ○  
Assess for Edema/Fluid Overload    1 ○    2 ○    3 ○  
Peripheral Pulses    1 ○    2 ○    3 ○  
Ultrasonic Doppler

### RESPIRATORY

- Establish Airway    1 ○    2 ○    3  
Assist with Intubation (ETT)    1 ○    2 ○    3  
Ventilate with Ambu-bag    1 ○    2 ○    3  
Suctioning    1 ○    2 ○    3  
Incentive Spirometry    1 ○    2 ○    3  
Nasal Cannula    1 ○    2 ○    3  
Face Masks    1 ○    2 ○    3  
Assessment of Breath Sounds    1 ○    2 ○    3  
Ambu techniques    1 ○    2 ○    3

### NEUROLOGY

- Neuro Assessment / Vital    1 ○    2 ○    3 ○  
Signs Seizure Precautions    1 ○    2 ○    3 ○  
Assist with Lumbar Puncture    1 ○    2 ○    3 ○



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### GENITOURINARY

|                             |                         |                         |                         |
|-----------------------------|-------------------------|-------------------------|-------------------------|
| Straight/Foley Cath         | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Obtain/Instruct Catch Urine | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Suprapubic Tube             | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Nephrostomy Tube            | 1                       | 2                       | 3                       |
| GU Irrigations              | 1                       | 2                       | 3                       |

### GASTROINTESTINAL

|                                  |                         |                         |                         |
|----------------------------------|-------------------------|-------------------------|-------------------------|
| Assess Bowel Sounds              | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Assess GI Distress/Bleeding      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Insertion/Monitoring NG Tube     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Tube Feedings via Flexible Tubes | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Gastrostomy Tube Monitor/Feed    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Colostomy Care                   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Enemas                           | 1                       | 2                       | 3                       |

### ORTHOPEDIC

|                |                         |                         |                         |
|----------------|-------------------------|-------------------------|-------------------------|
| Crutch Walking | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Cast Care      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Traction       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| K Wires        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Amputation     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |

### CARDIAC

|                                  |                         |                         |                         |
|----------------------------------|-------------------------|-------------------------|-------------------------|
| Use of Cardiac Monitors          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Interpretation of Arrhythmias    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Telemetry                        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Perform 12-lead EKG              | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Assist with Code                 | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Defibrillation/Cardioversion     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Cardiac Arrest / CPR             | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Arterial Lines                   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Central Venous Pressure Readings | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |

### Care of Patient With

|                          |                         |                         |                         |
|--------------------------|-------------------------|-------------------------|-------------------------|
| Shunts & Fistulas        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Renal Failure            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Renal Transplant         | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Nephrectomy              | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Nephrostomy Tube         | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Hemodialysis             | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Peritoneal Dialysis      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Hysterectomy             | 1 <input type="radio"/> | 2 <input type="radio"/> | 3                       |
| Prostate Surgery         | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Bladder Irrigation       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Acute MI                 | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Congestive Heart Failure | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Pre/Post Cardiac Cath    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Pre/Post Cardiac Surgery | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Aneurysm                 | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Permanent Pacemaker      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Temporary Pacemaker      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Heart Transplant         | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Open/Closed Head Injury  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| CVA                      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Spinal Cord Injury       | 1 <input type="radio"/> | 2                       | 3 <input type="radio"/> |
| Craniotomy               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Drug Overdose / DTs      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| GI Bleed                 | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> |
| Wound Dehiscence         |                         |                         |                         |
| Abdominal Wounds         |                         |                         |                         |
| Drains                   |                         |                         |                         |



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### NEUROLOGICAL

Pre/Post Neuro Surgery **1**  **2**  **3**

Neuro Assessment / Vital Signs **1**  **2**  **3**

    Glasgow Coma Scale **1**  **2**  **3**

Assist with Lumbar Puncture **1**  **2**  **3**

    Monitoring Intracranial **1**  **2**  **3**

        Pressure **1**  **2**  **3**

    Seizure Precautions **1**  **2**  **3**

    Aneurysm Precautions **1**  **2**  **3**

        Coma **1**  **2**  **3**

    Spinal Cord Injuries **1**      **2**      **3**

### PSYCHOTROPIC AGENTS

Rapid Tranquilization **1**  **2**  **3**

Antipsychotic Agents **1**  **2**  **3**

    Hypnotics **1**  **2**  **3**

    Antianxiety Agents **1**  **2**  **3**

Antidepressants/Mood **1**  **2**  **3**

    Elevators **1**  **2**  **3**

    Antimanic Agents **1**  **2**  **3**

    Anticonvulsants **1**  **2**  **3**

Anticholinergics/Antiparkinsons **1**  **2**  **3**

### RESPIRATORY

Establish Airway **1**  **2**  **3**

Assist with Intubation (ETT) **1**  **2**  **3**

    ETT Extubation **1**  **2**  **3**

Ventilate with Ambu-bag **1**  **2**  **3**

    Suctioning **1**  **2**  **3**

    Incentive Spirometry **1**  **2**  **3**

    Nasal Cannula **1**  **2**  **3**

    Face Masks **1**  **2**  **3**

    Ventilators **1**  **2**  **3**

Obtain Arterial Blood Gases **1**  **2**  **3**

    (ABGs) **1**  **2**  **3**

    Interpret ABGs **1**  **2**  **3**

    Chest Tubes **1**  **2**  **3**

    Chest Percussion **1**  **2**  **3**

### Care of Patient With

Pre/Post Thoracic Surgery **1**  **2**  **3**

    Tracheostomy **1**  **2**  **3**

    Pulmonary Emboli **1**  **2**  **3**

    Lung Transplant **1**  **2**  **3**

    Lobectomy **1**  **2**  **3**

    Bronchoscopy **1**  **2**  **3**

    Pneumonia **1**  **2**  **3**

    Chest Tubes **1**  **2**  **3**

    Thoracotomy **1**  **2**  **3**



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### GENERAL NURSING

- Admit & Orient Patients **1**  **2**  **3**
- Discharge Patients **1**  **2**  **3**
- Supervise Unlicensed worker **1**  **2**  **3**
- Vital Sign Monitoring **1**  **2**  **3**
- Pulse Oximetry **1**  **2**  **3**
- Urine Dipstick **1**  **2**  **3**
- Blood Glucose Monitoring **1**  **2**  **3**
- Wound Care / Debridement **1**  **2**  **3**
- Dressing Changes **1**  **2**  **3**
- Wound Drains (JP/Hemovac) **1**  **2**  **3**
- Positioning / Transferring **1**  **2**  **3**
- Restraints **1**  **2**  **3**
- Isolation Techniques **1**  **2**  **3**
- Advance Directives **1**  **2**  **3**
- Knowledge/familiarity with **1**  **2**  **3**
- HCAHPS scores **1**  **2**  **3**

### Other

- Pre-Operative Care/Preparation **1**  **2**  **3**
- Post-anesthesia Care: General **1**  **2**  **3**
- Post-anesthesia Care: Spinal **1**  **2**  **3**
- Post-anesthesia Care: Block **1**  **2**  **3**
- Multiple Trauma Patient **1**  **2**  **3**
- Burn Patients **1**  **2**  **3**
- Oncology **1**  **2**  **3**
- Chemotherapy **1**  **2**  **3**
- Bone Marrow Transplant **1**  **2**  **3**
- Liver Transplant **1**  **2**  **3**
- AIDS **1**  **2**  **3**
- Diabetic Teaching/Care **1**  **2**  **3**
- Postmortem Care **1**  **2**  **3**

### AGE OF PATIENTS CARED FOR

- Newborn (birth-30 days) **1**  **2**  **3**
- Infant (30 days - 1 year) **1**  **2**  **3**
- Toddler (1 - 3 years) **1**  **2**  **3**
- Preschooler (3 - 5 years) S **1**  **2**  **3**
- School Age (5 - 12 years) **1**  **2**  **3**
- Adolescents (12 - 18 years) **1**  **2**  **3**
- Young Adults (18 - 39 years) **1**  **2**  **3**
- Middle Adults (39 - 64 years) **1**  **2**  **3**
- Older Adults (64+ years) **1**  **2**  **3**

Applicant's Signature:

Recruiter's Signature: