



Business phone: (510) 452-4626
 Toll-free: (800) 704-8391
 Fax: (510) 452-4642
 Locations on the East and West Coasts

NAME: _____ DATE: _____

CHECKLIST FOR MEDICAL / SURGICAL AND LONG-TERM CARE NURSING

KEY

Please check the appropriate column of proficiency for each type of equipment or situation.

Level of Proficiency:

- 0 - Never done
- 1 - Not done regularly
- 2 - Six (6) months to one (1) year experience
- 3 - More than one (1) year experience

Please Check:

- RN
- LPN/LVN

PATIENT GROUPS

	0	1	2	3
Infant				
Pediatric				

	0	1	2	3
Adult				
Geriatric				

LEADERSHIP

	0	1	2	3
Charge Nurse				
Team Leader				

	0	1	2	3
Primary Nurse				
Other				

BASIC SKILLS

	0	1	2	3
Admission/Discharge/Transfer				
Charting/Documentation/Consents/ Care Plans				
Confidentiality of Information				
Advance Directives				
Pre- and Post-Operative Teaching				
Medicaid, Medicare, Joint Commission, and Other Regulations				
Bathing/Skin Care/Oral and Pen Care				
Decubitus Care/Prevention				

	0	1	2	3
Universal Precautions and Infection Control				
Wound Care				
Dressing Changes				
Elastic (TED) Hose Stockings				
Restraint Application/Safeguards				
Ordering Medications/Supplies				
Drug Administration/Unit Dose System				
IV Cannulation, INT (Hep Locks), IV Pump Setup				

BASIC SKILLS (cont.)

	0	1	2	3
Blood/Blood Product Administration				
Total Parenteral Nutrition/ Lipids				
Central Venous Lines (Access, Samples, Complications, etc.), PICC				
Central Venous Pressure Readings				
Patient Positioning, Ambulation, ROM				
Pain Management, Patient Controlled Analgesia (PCA)				
Ordering/Preparing Patient for Diagnostics				

	0	1	2	3
Labwork (Ordering/Values), Specimen Collection				
Pulse Oximetry				
Patient with Epidural Catheter				
General Patient Assessment, History, and Physical				
Post-Mortem Care and Arrangements				
Isolation Criteria/Methods				
Surgical Tubes/Drains (e.g., Jackson-Pratt)				

CARDIOVASCULAR SYSTEM

	0	1	2	3
Auscultation/Assessment of Heart Sounds				
Post-Myocardial Infarction				
Congestive Heart Failure (CHF)				
Bypass (Fem-Pop, etc.)				
Angina Disease				

	0	1	2	3
Hypertension				
Arterial Disease				
Post-Open Heart Surgery				
Aneurysm				

ENDOCRINE SYSTEM

	0	1	2	3
Diabetes: Glucose Monitoring, Insulin				
Post-Thyroidectomy				

	0	1	2	3
Diabetic Complications/ Emergencies				

GASTROINTESTINAL SYSTEM

	0	1	2	3
Assessment of Bowel Sounds				
Post-Abdominal Surgery				
Liver Failure				
Gallbladder Disease/ Cholecystectomy				
Appendectomy				
GI Bleeding				

	0	1	2	3
Post-GI Surgery (e.g., Bowel Resection)				
Colostomy Care/Pouch Systems				
Insertion NG Tube				
NG Medication Administration Feedings				
PEG PEJ Feedings Gastrostomy Tubes				
Gasing Decompression Levin Tube				
Gomco				

GENITOURINARY SYSTEM

	0	1	2	3
Kidney Stones Straining Urine				
TURP Continuous Bladder Irrigation				
Post-Renal Surgery				
Nephrostomy Tubes				
Nephrectomy				
Patient Undergoing Dialysis				

	0	1	2	3
A&P Repair				
Hysterectomy				
UH/Bladder Infection				
Intermittent/Indwelling Catheterization				
Iliac Conduit/Suprapubic Catheter				

MEDICAL

	0	1	2	3
Fluid and Electrolyte Imbalance Dehydration				
Oncological Onsis				

	0	1	2	3
Patient Undergoing Chemotherapy/Radiation				
Hickman Broviac Groshong Catheters				

NEUROLOGICAL SYSTEM

	0	1	2	3
Neurological Assessment/ Checks				
Cerebral Vascular Accident/ Complications				
Seizure Disorders/ Precautions				
Dementia (e.g., Alzheimer Disease)				
Post-Craniotomy				

	0	1	2	3
Post-Head Injury (e.g., Concussion)				
Spinal Cord Injury				
Paralysis				
Halo Traction Crutchfield Tongs				

SKELETAL SYSTEM

	0	1	2	3
Fractures/Complications: Fat Embolus, etc.				
Casts and Splints				
Traction				
Open/Closed Reductions				
Arthroscopic Surgery				
Hip Replacement/Patient Positioning				

	0	1	2	3
Lumbar Laminectomy/Patient Positioning				
Post-Amputation				
Sports Injuries				
Continuous Passive Movement (CPM)				
Trans Epidermal Nerve Stimulator (TENS)				



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PULMONARY SYSTEM

	0	1	2	3
Assessment of Breath Sounds				
Oxygen Administration Masks/Nasal Prongs				
Suctioning				
Tracheostomy Care				
Chest Tube/Complications				
ARDS				
Obstructive Disease Asthmas, Emphysema				

	0	1	2	3
Pneumothorax				
Pneumonia				
Tuberculosis				
Pulmonary Edema				
Lobectomy				
Lung Resection				

EYE, EAR, NOSE, THROAT

	0	1	2	3
Tonsillectomy and Adenoidectomy				
Nose Bleeds				
Ear Infections, Ear Tubes				

	0	1	2	3
Radical Neck				
Cataract Surgery				
Glaucoma				

COSMETIC/RECONSTRUCTIVE

	0	1	2	3
Facelift, Rhinoplasty, etc.				

	0	1	2	3

Signature: _____ Date: _____