

MONTANA STATE UNIVERSITY
COLLEGE OF NURSING

POLICY # C-10

TITLE: UNDERGRADUATE STUDENT SKILLS CHECKLIST

POLICY: The undergraduate student skills checklist allows a student to record and rate their own skill performance.

RATIONALE: A thoughtful and comprehensive inventory of nursing skills:

- a. assists in identifying and recording skills
- b. provides a communication mechanism for informing clinical preceptors (e.g. in NRSG 477, NRSG 487, NRSG 498) of previously demonstrated skills
- c. provides information to prospective employers and others seeking information about a student's learning experiences during the MSU nursing curriculum
- d. helps in development and implementation of MROs
- e. assists in evaluating courses

Reviewed/Approved:

Level I: UAAC (October, 2015)

Level II: Associate Dean for Undergraduate Programs (October, 2015)

MONTANA STATE UNIVERSITY

COLLEGE OF NURSING

Procedure for Undergraduate Student Skills Checklist (Policy #C-10)

- PROCEDURE: 1. Students rate themselves using the attached student skills checklist prior to NRSB 477, NRSB 487 and NRSB 498.
2. UAAC will review and revise the student skills checklist every 5 years and more frequently as necessary.

Student Skills Checklist

STUDENT _____

Date: _____

Instructions: The student is to self evaluate the level of skill performance prior to NRSB 498 and NRSB 487 using the following criteria. This checklist may be required for additional courses, instructor review, or agency validation.

Rating Scale:

1 - Received instruction
2 - Observational in clinical only
3 - Practiced in clinical with faculty
4 - Practiced Independently
NO - No Opportunity

Semester: F – Fall; S – Spring; Su – Summer

Year: YY

Age: I – Infant; C – Child; A - Adult

ASSESSMENT SKILLS

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|--------------------------------|------------|----------------|-----------------------------|--|------------|----------------|----------------------------------|
| Audiometric Screening | | | 346/348 | Musculoskeletal System | | | 238, 346/348, 352 |
| Cardiovascular System | | | 238, 336, 352, 346/348, 437 | Neurological System | | | 238, 345/348, 352, 437 |
| Developmental Screening | | | 348, 437 | Newborn Physical | | | 238, 346/348 |
| Diabetic Patients | | | 346/348, 352, 437 | Nutritional Assessment | | | 346/348, 352, 437 |
| Gastrointestinal System | | | 238, 336, 346/348, 352 | Pain Evaluation and Control (5 th Vital Sign) | | | 225, 336, 352, 346/348, 437 |
| Genitourinary System | | | 238, 336, 346/348 | Pediatric Physical | | | 238, 348 |
| Head and Neck | | | 238, 336, 352, 346/348 | Perinatal Assessment | | | 238, 346 |
| Home Safety – Med Alert | | | 348, 352 | Psychosocial Assessment | | | 225, 341, 352, 346/348, 437 |
| Integumentary System Braden | | | 238, 336, 225, 346/348, 352 | Respiratory System | | | 238, 346/348, 352 |
| Medication Responses | | | 336, 346/348, 437, 352 | Vision Screening | | | 238, 348 |
| Mental Status | | | 238, 336, 346/348, 352, 437 | Taking a health history | | | 238, 336, 352 |
| CIWA Assessment | | | 352, 437, 454 | Safety Assessments— Fall risk | | | 225, 336, 341, 346/348, 352, 437 |
| | | | | Home environment | | | 346/348 |

PSYCHOMOTOR SKILLS

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|-------|------------|----------------|---------|-------|------------|----------------|---------|
|-------|------------|----------------|---------|-------|------------|----------------|---------|

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|--|------------|----------------|----------------------|-------------------------------------|------------|----------------|-------------------------------|
| Ambulation | | | 352, 437 | Chest tube management | | | 454 |
| Gait belt | | | 225, 352 | Cough and Deep breath: assist to | | | 225, 346/348, 352 |
| Walker/cane | | | 225 (some); 352 | Enema administration: | | | 225, (some), 352 |
| Crutches | | | 352 | fleets | | | 352 |
| Transfer to chair/commode | | | 225, 352 | soap suds | | | 352 |
| To stretcher | | | | tap water | | | 352 |
| Bandaging Technique | | | | Feed: | | | 437 |
| Anti-embolic hose | | | 225, 346, 352 | Adult & aspiration precautions | | | 225, 352 |
| Cold Packs | | | 225, 346, 352 | child | | | 348 |
| Compression (Ace) wraps | | | 225 | infant | | | 346/348 |
| Hot Packs | | | 225, 346 | Hair and Nail Care | | | 225, 346/348 |
| Sling | | | | Hand washing technique, basic | | | 225, 336, 352 346/348, 437 |
| Splint | | | | | | | |
| Bath: | | | 437 | Monitor Nutritional intake I & O | | | 225, 346/348, 352 |
| adult bed bath w/ perineal care; foot care | | | 225, 352 | Nasogastric tube management: | | | 352 |
| infant bath | | | 346 | care of patient with: | | | 348, 352 |
| sitz | | | 346 | insertion | | | 348, 352 |
| Bed Making: | | | | irrigation | | | 348, 352 |
| occupied | | | 225, 352 | lavage | | | 336, 346/348, 352 |
| unoccupied | | | 225, 346, 352 | removal | | | 346, 352 |
| Bed Pan/Urinal | | | 225, 346/348, 352 | tube feedings: | | | 225, 336 (some), 352 |
| Blood drawing: | | | | continuous | | | 348, 352 |
| finger | | | 225, 336, | | | | 348, 352 |

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|--------------------|------------|----------------|---------------|-----------------------------|------------|----------------|-------------------|
| stick/glucometer | | | 346/348, 352 | intermittent | | | |
| heel stick | | | 346 | Oral hygiene | | | 225, 346/348, 352 |
| phlebotomy | | | | Ostomy care | | | 454 |
| Cast Care | | | 346, 352 | Oxygen therapy: | | | 437,454 |
| Change dressing: | | | | nasal cannula | | | 346/348, 352 |
| sterile | | | 225, 346, 352 | mask | | | 346/348, 352 |
| unsterile | | | 225, 346, 352 | pulse oximetry | | | 225, 346/348, 352 |
| wet | | | 225, 352 | | | | |
| Types of dressings | | | 225 | Palliative Care information | | | 341, 454 |
| | | | | Advance Directives | | | 341, 444,454 |

PSYCHOMOTOR SKILLS: (CONTINUED)

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|---------------------------------|------------|----------------|-------------------|-----------------------|------------|----------------|--------------|
| Positioning: | | | 437, 352 | Telemetry application | | | 348, 454 |
| bed pans | | | 225, 346/348,352 | Tracheotomy care | | | |
| lifting and moving | | | 225, 346/348, 352 | Traction: | | | |
| log rolling | | | 225, 346/348, 352 | skeletal | | | 348 |
| turning | | | 225, 346/348, 352 | skin | | | 348 |
| urinal | | | 348, 352 | Urinary Catheter | | | |
| Range of joint motion exercises | | | 225, 348, 352 | Catheter care | | | 346/348 |
| Skin Care: | | | | Insertion of: | | | 346/348, 352 |
| back massage | | | 225, 346 | condom catheter | | | |
| foot care | | | 352 (diabetic) | female | | | 346/348, 352 |
| perineal care | | | 346 | male | | | 348, 352 |
| Suction: | | | | irrigation | | | |

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|--|------------|----------------|-------------------|--|------------|----------------|------------------|
| endotracheal | | | 352, 454 | continuous | | | 225 (future) |
| nose and throat | | | 346/348,352, 454 | intermittent | | | 225 (future) |
| pharyngeal | | | 352, 454 | removal of | | | 346/348, 352 |
| tracheal | | | 352, 348, 454 | Urine Sp. Gr. with chem. strips | | | 348 |
| Surgical Asepsis | | | 352 | Ventilator: monitor response to | | | 454 |
| gloving: open | | | 225, 346/348, 352 | Wound irrigation | | | 225, 348 |
| closed | | | 346/348, 352 | Wound suction (e.g., Hemovac, Jackson Pratt) | | | 352 |
| Gowning/PPE | | | 225, 346/348, 352 | Wound Vac. | | | 352 |
| opening sterile packs | | | 225, 346/348, 352 | | | | |
| surgical scrub | | | 346, 352 | Additions: | | | |
| Specimen collection: | | | | Bladder scanning | | | 225, 352 |
| sputum | | | 348 | Pitting edema | | | 225, 352 |
| stool | | | 225, 346/348 | Diabetic foot care | | | 225, 352 |
| throat | | | | | | | |
| urine, clean catch/CCMS & UA from a catheter | | | 225, 346/348 | Restraints – proper use and documentation | | | 352, not in Msla |
| wound | | | 225 | | | | |
| MRSA – naris culture | | | 225 | | | | |
| | | | | | | | |

MEDICATION SKILLS:

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|---------------------------------|------------|----------------|---------|----------------------------|------------|----------------|---------------|
| Intravenous therapy management: | | | | Medication administration: | | | |
| A. Peripheral Line: | | | | ear | | | 336, 346/348, |

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|--|------------|----------------|-------------------|---|------------|----------------|-------------------|
| | | | | | | | 352 |
| administer blood/blood products | | | 346/348, 454 | eye | | | 336, 346/348, 352 |
| Bottle/bag change | | | 346/348 | I.M. | | | 336, 352 |
| convert to heparin/saline lock | | | 336, 346/348 | inhalation | | | 336, 348, 352 |
| discontinuation | | | 336, 346/348 | intradermal | | | 336, 346/348, 352 |
| Saline/flush | | | 336, 346/348, 352 | I.V. piggy back | | | 336, 346/348, 352 |
| infusion pump | | | 336, 346/348, 352 | I.V. push | | | 336, 346/348, 352 |
| regulation of flow rate | | | 336, 348, 352 | nasal | | | 336, 348, 352 |
| site care | | | 336, 346/348, 352 | PO | | | 336, 346/348, 352 |
| tubing change | | | 336, 348, 352 | rectal | | | 336, 346/348, 352 |
| venipuncture | | | 454 | Subcutaneous Insulin orders and carb counting | | | 336, 346/348, 352 |
| B. Central Line | | | | sublingual | | | 336, 346 |
| Bottle/bag change | | | 346/348, 352, 454 | transdermal | | | 336, 346/348, 352 |
| CVP reading | | | 454 | vaginal | | | 336, 346 |
| site care | | | 346/348, 352, 454 | Z-track | | | 336, 346 |
| tubing change | | | 346/348, 352, 454 | Controlled substance protocols | | | 336, 352 |
| intermittent flushing | | | 346/348, 352, 454 | Medication actions/side effects | | | 336, 437, 352 |
| High Alert medications Validating allergies and | | | 336, 352 | Reporting of medication error/proper | | | 352, 487 |

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|--------------------|------------|----------------|---------|------------------------|------------|----------------|----------|
| contraindications | | | | documentation of error | | | |
| Dual sign-off meds | | | 352 | Patient identification | | | 336, 352 |
| | | | | | | | |

MANAGEMENT SKILLS:

| SKILL | 498 RATING | 477/487 RATING | COURSES | SKILL | 498 RATING | 477/487 RATING | COURSES |
|------------------------------------|------------|----------------|-----------------------------|--|------------|----------------|-----------------------------------|
| Charting | | | | Vital Signs/TPR Pain (5 th VS) | | | 225, 238, 346/348, 437 |
| I & O | | | 225, 346/348, 352, 454 | Treatments | | | 346/348 |
| Meds | | | 336, 346/348, , 352, 454 | Conduct change of shift report | | | 346/348, 352, 454 |
| Nurses notes | | | 225, 346/348, 352 | Medication reconciliation | | | 336, 352, 454, |
| SBAR | | | 225, 352, 487 | Documentation of patient teaching/discharge planning | | | 336, 352, 454, 487 |
| | | | | Weight | | | 352, 437, 348, 454 |
| Interdisciplinary communication | | | 352, 454, 487 | Appropriate communication with family and visitors | | | 341, 352, 346/348, 454, 437 |