



KING FAHD ARMED FORCES HOSPITAL
 P.O. Box 9862, JEDDAH 21159
 KINGDOM OF SAUDI ARABIA
 Tel. # +966-2-6653000
 Fax # +966-2-6693490



**NURSING
 RECRUITMENT
 SKILLS
 CHECKLIST**

Commented [k1]:

NAME : _____ **DATE :** _____
POSITION APPLIED FOR : _____

CARDIAC CARE WARD

AIM OF CHECKLIST:

When completing the following, please remember that this checklist is used by the reviewer to assess your overall competency and suitability to a particular area.

Please feel free to elaborate on any area you feel necessary to give more comprehensive overview to the reviewer.

EXPERIENCE: How frequent have you given nursing care to patients with the conditions listed below (within the last two years).

Experience Key:

- 1 - None
- 2 - Needs practice
- 3 - Competent
- 4 - Well skilled

	EXPERIENCE				COMMENT
	1	2	3	4	
<u>I. MEDICATION ADMINISTRATION:</u>					
Oral					
Intramuscular					
Intravenous Infusions					
Piggyback					
IV Push					
Infusion					
Central Lines					
Subcutaneous					
Intradermal					
Rectal - medication					
- enemas					
Vaginal					
Topical					
Eye, Ear, Nose					
Inhalation Therapy					
Cognitive and applied Skills in special drug administration					
Crash Cart Drugs					
Thrombolytic Agents					
Anti-hypertensive					
Insulin					
Heparin					
Narcotics / Controlled Drugs					
Inotropes					
Digoxin					
Verpamil					
Adenosine					
Nitroglycerine					

	EXPERIENCE				COMMENT
	1	2	3	4	
II. PERFORMS:					
Age specific competencies (peds)					
Age specific competencies (adult)					
System Assessments:					
Neurological / G.C.S.					
Respiratory					
Cardiovascular					
Gastrointestinal					
Integumentary					
Demonstrates skill performance tasks associated with:					
Ambu – techniques					
CXR interpretation					
Cardio – Pulmonary Resuscitation					
- Defibrillation / Cardioversion					
Pulse Oximetry					
Central Line Set – Up					
Central Line Management					
Perform EKG: 3 AMD 12 lead application					
Interpretation: - basic					
- advanced					
Arterial Line / Transducer Set – up					
IV line insertion					
Interpretation of ABG's					
Incentive Spirometer					
Phlebotomy					
Bladder Irrigation					
Glucometer					
Pleural Drains					
Chest tube set – up and insertion					
(Assistance with)					
Maintenance (trouble shooting)					
Pacemakers – External					
- Permanent					
- Temporary					
SPECIMEN COLLECTION:					
Wounds Cultures					
Sputum trap collection					
Oropharyngeal					
Urine					
Stool					
III. Performs nursing care of patient with:					
Neurological Problems:					
Cardiovascular Accident					
Seizures					
Cardiac Problems:					
Aneurysms					
Acute Myocardial Infarction					
Stable Angina					
Congestive Health Failure					
Pulmonary Edema					
Cardiogenic / Hypovolemic Shock					
PTCA					
Stents					
Pre/Post Cardiac Surgery					
Aorta – Femoral Bypass					

	EXPERIENCE				COMMENT
	1	2	3	4	
Respiratory Problems:					
ARDS					
Chronic obstructive Pulmonary Disease					
Pulmonary Embolism					
Pneumonia					
Pneumothorax / Hemothorax					
Asthma					
Gastrointestinal Problems:					
G.I. Bleed					
Bowel Obstructions					
Cirrhosis					
Renal Problem:					
Acute / Chronic Renal Failure					
Orthopedic Problems:					
Amputation					
Osteomyelitis					
IV. Performed General Post-Anaesthesia Nursing:					
Post – Op Recovery – intubated					
- extubated					
Airway Management – neonate / infant					
- toddler					
- child					
- adolescent					
- adult					
- elder adult					
Pain Management – PCA Pump					
- Morphine Infusion					
- Epidural					
ASSIST WITH:					
Chest tube insertion and removal					
Subclavian line insertion and removal					
Arterial line insertion and removal					
Pacemaker insertion and removal					
FAMILIARITY WITH EQUIPMENT:					
Buretols					
Feeding Pumps					
Infusion Pumps					
Syringe Pumps					
Pleurovacs					
Glucometer					
Central Lines					
Oxygen Equipment					
Defibrillators					
Monitors:					
Hewlett Packard					
Space Lab.					
Siemens					
Marquette					
Mennen					
Nikon – Khodon					

V. RESPONSIBILITIES:

Charge Nurse
Preceptor
In-service Presentation: Nursing
Patient / Family Education

EXPERIENCE			
1	2	3	4

COMMENT

ARE YOU CERTIFIED TO PERFORM:

1. Basic Cardiac Life Support
2. Advanced Cardiac Life Support

YES	NO

COMMENT

VI. EXPERIENCE:

High Acuity Unit Low Acuity Unit Mixed Acuties

- Years of nursing work experience: Total _____ Cardiac Ward _____
- Your Critical Care knowledge base is from: a) on the job training
- Average daily census in your current hospital: _____
Number of open beds in your current WARD: _____
- Average number of patients in the unit per day: adult _____ Paediatric _____
- Your average staffing ratio is: 1 nurse to _____ patients
- Any further comments: _____

Thank you for completing the above. Demonstration of skills will be expected during your 90 days probationary period. Inability to demonstrate skills stated, may result in termination during the probationary period.

Name / Signature
License Number : _____