

Armed Forces Hospital  
 King Abdulaziz Naval Base  
 Kingdom of Saudi Arabia  
 NURSING DEPARTMENT

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

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

**NEONATAL INTENSIVE CARE UNIT/SPECIAL CARE BABY UNIT  
 RECRUITMENT SKILLS CHECKLIST**

**AIM OF CHECKLIST:**

When completing the following skills checklist, please remember that this is used by the reviewer to assess your overall competency and suitability to the Neonatal Intensive Care Unit/Special Care Baby Unit.

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

**EXPERIENCE:** The frequency of nursing care you have given to the conditions listed below. You may elaborate on any area you feel it needs support and explanation. Tick the desired number on the right side in relation to the frequency of exposure/experience.

**Frequency:**

1. Never
2. Rarely
3. Occasionally
4. Frequent

**Experience:**

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

	Frequency				Experience			
	1	2	3	4	1	2	3	4
<b>I. PULMONARY CARE</b>								
• Extreme prematurity								
• Extreme low birth weight premature baby (600 – 800 gms)								
• Respiratory Distress Syndrome								
• Meconium Aspiration Syndrome								
• Pneumothorax								
• Diaphragmatic Hernia								
• Transient Tachypnea of the Newborn								
• Neonatal Pneumonia								
• Bronchiolitis								
• Baby on Mechanical Ventilator								
• Baby on Oxygen therapy								
• Interpretation of blood gases								
<b>II. CARDIOVASCULAR</b>								
• Management of Apnea/bradycardia								
• Congenital Heart disease								
• Patent Ductus Arteriosus								
• Congestive Heart Failure								
<b>III. NEUROLOGICAL</b>								
• Neonatal seizure								
• Intraventricular Hemorrhage								
• Hydrocephalus								
• Meningocele/Meningomyelocele								

	Frequency				Experience			
	1	2	3	4	1	2	3	4
<b>IV. RENAL AND OTHER CONDITIONS</b>								
• Baby with anuria/oliguria								
• Hypospadias								
• Hypo/hyperglycemia								
• Hyperbilirubinemia								
• Hypocalcaemia								
<b>V. GASTROINTESTINAL</b>								
• Necrotizing enterocolitis								
• Abdominal distention								
• Gastric bleeding								
• Duodenal atresia								
• Imperforate anus								
<b>VI. HEMATOLOGY</b>								
• Anemia								
• Polycythemia								
• Thrombocytopenia								
• Prolonged coagulation profile								
<b>VII. SKIN</b>								
• Prevention of skin breakdown								
• Bathing a newborn								
<b>VIII. PROCEDURES</b>								
• Endotracheal Suctioning								
• Oral/Nasal Suctioning								
• Chest Physiotherapy								
• Electrode placement								
• ECG taking								
• Blood sampling								
• Capillary								
• Venous								
• Arterial								
• Blood gas sampling								
• Capillary								
• Arterial (UAC)								
• Intravenous Catheter Insertion								
• Naso/orogastric tube insertion								
• Changing of Intravenous fluids								
• Blood Transfusion								
• PRBC								
• FFP								
• Platelet								
• Feeding								
• Bottle								
• Naso/orogastric tube								
• Specimen Collection								
• ETT Secretion								
• Naso/oral secretion								

	Frequency				Experience			
	1	2	3	4	1	2	3	4
• Urine								
• Stool								
• Gastric secretion								
<b>IX. ASSISTS WITH PROCEDURES</b>								
• Endotracheal intubation								
• Administration of Surfactant								
• Extubation								
• Transillumination of pneumothorax								
• Insertion of chest tube								
• Removal of chest tube								
• Insertion of UVC								
• UAC								
• percutaneous long line								
• lumbar puncture								
• bladder tap								
• exchange transfusion								
• neonatal resuscitation								
<b>X. MEDICATION ADMINISTRATION</b>								
• Oral								
• Intramuscular								
• Intravenous								
• IV push								
• Infusion								
• Arterial line								
• Rectal								
• Drugs for resuscitation								
• Narcotic/controlled drugs								
• Sedative drugs								
• Insulin								
• Dopamine/Dobutamine								
• Prostaglandin								
• Anticonvulsive drugs								
<b>XI. EQUIPMENT</b>								
• Ventilator								
• Type _____								
• Mode _____								
• Infusion Pump								
• Type _____								
• Incubator								
• Type _____								
• Radiant warmer								
• Type _____								
• Cardiac monitor								
• Type _____								
• Phototherapy units								
• Type _____								
• Apnea monitor								
• Type _____								

	Frequency				Experience			
	1	2	3	4	1	2	3	4
• Electronic thermometer								
• Type _____								
• Blood Sugar monitor								
• Type _____								
• Computer literate								
<b>XII. DRUG CALCULATION</b>								
• Morphine								
• Dopamine/Dobutamine								
• Prostaglandin								
• Other medications								
• Total fluid intake								
<b>XIII. OTHER RESPONSIBILITIES</b>								
• Nursing Documentation								
• Verbal reporting to in coming shift/endorsement								
• Informing physician of change in the condition of the baby								
• Family teaching								
• Neonatal Transport								

**EXPERIENCE:**

- Years of work experience as a nurse in NICU/SCBU Total: \_\_\_\_\_
- Average daily census in your unit Total: \_\_\_\_\_
- Average staffing in your unit Total: \_\_\_\_\_
- Average ventilated cases per month \_\_\_\_\_
- Size of current hospital you are working with \_\_\_\_\_

**6. Number of Bed Capacity:**

Total	Employer 1	Employer 2	Employer 3
Beds in the hospital			
Beds in the area assigned			

Thank you for completing the above checklist correctly and faithfully. Demonstration of skills stated will be expected during the 90-days probationary period. Inability to demonstrate skills stated (ticked ones) may result in termination during probationary period.

\_\_\_\_\_  
Name / Signature

\_\_\_\_\_  
Date