

TN MOCK SKILLS TESTING 10/18

Skill 1—Handwashing

- 1. Knocks on door.
- 2. Introduces themselves to the resident.
- 3. Turns on water.
- 4. Wets hands.
- 5. Applies liquid soap to hands.
- 6. Rubs hands together using friction.
- 7. Interlaces fingers pointing downward.
- 8. Washes all surfaces of hands and wrists with liquid soap.
- 9. Rinses hands thoroughly under running water with fingers pointed downward.
- 10. Dries hands on clean paper towel(s).
- 11. Turns off faucet with a clean dry paper towel (Cannot use a previously used paper towel to turn off the faucet.)
- 12. Discards paper towels to trash container as used.
- 13. **Does not re-contaminate hands at any point during the procedure.**

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Skill 2—Ambulation With Gait Belt

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to be performed to the resident
- 4. Obtains gait belt.
- 5. Lowers bed until residents feet are flat on the floor.
- 6. **Locks bed brakes to ensure resident's safety.**
- 7. **Locks wheelchair brakes to ensure resident's safety.**
- 8. Brings resident to sitting position.
- 9. Places gait belt around waist to stabilize trunk.
- 10. Tightens gait belt.
- 11. Checks gait belt by slipping fingers between gait belt and resident.
- 12. Assists resident to put on non-skid slippers.
- 13. Brings resident to standing position, using proper body mechanics.
- 14. With one hand grasping gait belt and the other stabilizing resident by holding forearm, shoulder, or using other appropriate method to stabilize, ambulates resident.
- 15. Ambulates resident at least 10 steps.
- 16. Assists resident to pivot and sit in a wheelchair in a controlled manner that ensures safety.
- 17. Uses correct body mechanics at all times.
- 18. Removes gait belt.
- 19. Maintains respectful, courteous interpersonal interactions at all times.
- 20. Leaves call light or signaling device within easy reach of the resident.
- 21. Identifies that hands should be washed.

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Skill 3—Ambulation with Walker

- 1. Knocks on door before entering room.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Locks bed brakes to ensure resident's safety.**
- 5. Locks wheelchair brakes to ensure resident's safety.**
- 6. Brings resident to sitting position.
- 7. Assists resident in putting on non-skid slippers.
- 8. Positions walker correctly.
- 9. Assists resident to stand.
- 10. Insures resident has stabilized walker.
- 11. Positions self behind and slightly to side of resident.
- 12. Safely ambulates resident.
- 13. Ambulates resident at least 10 steps to wheelchair.
- 14. Assists resident to pivot and sit in a controlled manner.
- 15. Uses correct body mechanics at all times.
- 16. Maintains respectful, courteous interpersonal interactions at all times.
- 17. Leaves call light or signal calling device within easy reach of the resident.
- 18. Identifies that hands should be washed.

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Skill 4—Backrub

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Explains procedure to resident.
- ___ 4. Provides privacy for resident pulls curtain.
- ___ 5. **Assists resident to turn onto side away from the candidate toward center of the bed.**
- ___ 6. Exposes back. (verbalize)
- ___ 7. Candidate pours a small amount of lotion onto their own hands (verbalize).
- ___ 8. Rubs hands together to warm lotion.
- ___ 9. Rubs entire back in upward, outward motion.
- ___ 10. Returns resident to a position of comfort and safety.
- ___ 11. Lowers bed to lowest position.
- ___ 12. Maintains respectful, courteous interpersonal interactions at all times.
- ___ 13. Leaves call light or signaling device within easy reach of the resident.
- ___ 14. Identifies that hands should be washed.

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Skill 5—Bedpan and Output

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Explains the procedure to resident.
- ___ 4. Provides privacy for resident pulls curtain.
- ___ 5. Candidate puts on gloves after gathering supplies and preparing the area.
- ___ 6. Positions resident on bedpan correctly.
- ___ 7. Positions resident on bedpan safely.
- ___ 8. Positions resident on bedpan using correct body mechanics.
- ___ 9. Raises head of bed to comfortable level.
- ___ 10. Leaves tissue within reach of resident.
- ___ 11. Leaves the call light within reach of the resident.
- ___ 12. Candidate indicates they are providing privacy by stepping behind the privacy curtain.
- ___ 13. When signaled by Test Observer, candidate returns.
- ___ 14. Candidate gently removes bedpan
- ___ 15. Candidate holds while Observer adds a known quantity of fluid.
- ___ 16. Candidate does not place the bedpan on the floor or on over bed table at any time.
- ___ 17. Candidate places graduate on previously designated flat surface.
- ___ 18. Candidate pours bedpan contents into graduate.
- ___ 19. Candidate measure fluid level in the graduate.
- ___ 20. Empties into toilet or designated location.
- ___ 21. Rinses equipment
- ___ 22. Dries the equipment
- ___ 23. Returns equipment to storage. (Flushes toilet if used)
- ___ 24. Removes gloves by turning inside out
- ___ 25. Disposes of gloves.
- ___ 26. Identifies that hands should be washed
- ___ 27. **Washes/assists resident to wash and dry hands after removing gloves.**
- ___ 28. **Uses soap & water when washing residents hands.**
- ___ 29. Records output on pad.
- ___ 30. **Candidate's measurement reading is within 30ccs of Test Observer's reading.**
- ___ 31. Maintains respectful, courteous interpersonal interactions at all times.
- ___ 32. Leaves call light or signaling device within easy reach of the resident.
- ___ 33. Identifies that hands should be washed.

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Skill 6 — Blood Pressure

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Assists resident into a comfortable sitting or recumbent position.
- 6. Positions resident with forearm supported in a palm-up position.
- 7. Positions resident with forearm approximately at the level of the heart.
- 8. Rolls resident's sleeve up about five inches above the elbow.
- 9. Applies the appropriate size cuff around the upper arm just above the elbow.
- 10. Cleans earpieces of stethoscope appropriately and places in ears.
- 11. Locates brachial artery.
- 12. Places stethoscope over brachial artery.
- 13. Holds stethoscope snugly in place.
- 14. Inflates cuff until 30mm above the average systolic rate provided by RN test observer.
- 15. Slowly releases air from cuff to disappearance of pulsations.
- 16. Removes cuff.
- 17. Records reading on pad.
- 18. **Candidate's recorded systolic and diastolic blood pressure are within 4 mm of the Test Observers.**
- 19. Maintains respectful, courteous interpersonal interactions at all times.
- 20. Leaves call light or signal calling device within easy reach of the resident.
- 21. Identifies that hands should be washed.

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Skill 7—Catheter Care

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Fills basin with comfortably warm water.
- 5. Places basin on over bed table or bedside table
- 6. Provides privacy for resident pulls curtain.
- 7. Covers resident with a bath blanket or clean sheet to maintain privacy. (Order change, must be done before putting on gloves)
- 8. Put gloves on **after gathering supplies and preparing the area.**
- 9. Verbalizes and physically checks to see that urine can flow, unrestricted, into the drainage bag.
- 10. Verbalizes and checks the area around the urethra for signs of leakage.
- 11. Uses soap and water to carefully wash around the drainage tube where it exits the urethra.
- 12. **Holds catheter near the urethra**
- 13. **Cleans 3-4 inches away from the urethra down the drainage tube.**
- 14. **Cleans with strokes only away from the urethra**
- 15. **Uses a clean portion of the wash cloth with each stroke.**
- 16. Rinses using a clean washcloth.
- 17. Rinses using strokes away from urethra
- 18. Rinses using a clean portion of the washcloth with each stroke.
- 19. Pats dry with a clean towel.
- 20. **Does not allow the tube to be pulled at any time during the procedure.**
- 21. Replaces top linen over resident.
- 22. Removes the bath blanket/sheet
- 23. Discards bath blanket in the appropriate container.
- 24. Leaves resident in a position of safety and comfort.
- 25. Removes the gloves turning inside out
- 26. Disposes of gloves in the appropriate container.
- 27. Empties equipment
- 28. Rinses equipment
- 29. Dries equipment
- 30. Returns equipment to storage
- 31. Leaves call light within reach of resident.
- 32. Maintains respectful, courteous interpersonal interactions.
- 33. Identifies hands should be washed.

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Skill 8—Denture Care

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Places protective lining in the sink basin (**wash cloth**) to help prevent damage to the dentures.
- 5. Puts on gloves **after gathering supplies and preparing area**
- 6. Removes dentures from cup.
- 7. Rinses the denture cup.
- 8. Handles dentures carefully to avoid damage.
- 9. Applies cleaning solution
- 10. Thoroughly brushes dentures inner surfaces
- 11. Thoroughly brushes dentures outer surfaces
- 12. Thoroughly brushes dentures chewing surfaces. (Toothettes may be utilized instead of a toothbrush as long as all of the surfaces listed above are cleaned.)
- 13. Rinses dentures using clean cool water.
- 14. Places dentures in rinsed cup.
- 15. Adds cool clean water to denture cup.
- 16. Cleans equipment
- 17. Returns equipment to storage.
- 18. Discards protective lining in an appropriate container.
- 19. Removes gloves by turning inside out
- 20. Disposes of gloves in an appropriate container.
- 21. Maintains respectful, courteous interpersonal interactions at all times.
- 22. Leaves call light or signaling device within easy reach of the resident.
- 23. Identifies that hands should be washed.

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Skill 9—Dressing Resident

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains the procedure to the resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Raises bed to between mid-thigh and waist level.
- 6. Keeps resident covered while removing gown.
- 7. Removes gown from unaffected side first.
- 8. Places used gown in laundry hamper.
- 9. **When dressing the resident in a shirt or blouse, the Candidate inserts their hand through the sleeve of the shirt or blouse and grasps the hand of the resident, dressing from the affected side first.**
- 10. **When dressing the resident in pants, the Candidate assists the resident to raise their buttocks or turns resident from side to side and draws the pants over the buttocks and up to the resident's waist, always dressing from the affected side first.**
- 11. When putting on the resident's socks, the Candidate draws the socks up the resident's foot until they are smooth.
- 12. Leaves the resident comfortably and properly dressed (pants pulled up to waist front and back and shirt completely buttoned)
- 13. Lowers bed.
- 14. Maintains respectful, courteous interpersonal interactions at all times.
- 15. Leaves call light or signaling device within easy reach of the resident.
- 16. Identifies that hands should be washed.

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Skill 10—Emptying a Urinary Drainage Bag

- 1. Knocks on door
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Puts on gloves **after gathering supplies and preparing area.**
- 6. **Places a clean barrier on the floor under the drainage bag (paper towel or linen).**
- 7. Places the graduate on the previously placed barrier.
- 8. Opens the drain to allow the urine to flow into the graduate until the bag is empty.
- 9. Avoids touching the graduate or urine in the graduate with the tip of the tubing.
- 10. Closes the drain.
- 11. **Wipes the drain with uncontaminated antiseptic wipe.**
- 12. Places graduate at eye level on a flat surface and measures output.
- 13. Records the output in cc/ml on signed recording sheet.
- 14. **Candidate's measurement is within 25cc of Observer's measurement.**
- 15. Empties graduate into toilet.
- 16. Rinses equipment
- 17. Dries equipment.
- 18. Returns equipment to storage.
- 19. Turns gloves inside out as they are removed.
- 20. Disposes of gloves and barrier in the appropriate container.
- 21. Leaves resident in a position of safety and comfort.
- 22. Places call light within reach of resident.
- 23. Maintains respectful, courteous interpersonal interactions.
- 24. Identifies that hands should be washed.

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Skill 11—Feeding the Dependent Resident

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Explains procedure to the resident.
- ___ 4. Candidate looks at diet card
- ___ 5. Verbally indicates that resident has received the correct tray.
- ___ 6. Positions the resident in an upright position, at least 45 degrees.
- ___ 7. Protects clothing from soiling by using napkin, clothing protector or towel.
- ___ 8. **Washes the resident's hands with soap & water before feeding.**
- ___ 9. Rinses the resident's hands before feeding.
- ___ 10. Dries resident's hands before feeding.
- ___ 11. Discards soiled linen appropriately.
- ___ 12. **Sits down in a chair facing the resident while feeding resident.**
- ___ 13. Describes the foods being offered to the resident.
- ___ 14. Offers fluid frequently.
- ___ 15. Offers food in small amounts at a reasonable rate.
- ___ 16. Allows resident to chew and swallow.
- ___ 17. Wipes resident's hands during meal at least once.
- ___ 18. Wipes resident's face during meal at least once.
- ___ 19. Leaves resident clean.
- ___ 20. Leaves resident in a position of comfort.
- ___ 21. Records intake in percentage of total solid food eaten on pad.
- ___ 22. Observer records his/her own estimation first without looking at the candidate's reading.
 - a. Observer's _____
 - b. Candidate's _____
- ___ 23. **Candidate's calculation must be within 25% of the solids consumed.**
- ___ 24. Candidate records total (sum) of fluid intakes from two glasses in cc/ml on recording pad provided.
- ___ 25. Observer records his/her own estimation first without looking at the candidate's reading.
 - a. Observer's _____
 - b. Candidate's _____
- ___ 26. **Candidates calculation is within 30cc/ml of the fluids consumed.**
- ___ 27. Maintains respectful, courteous interpersonal interactions at all times.
- ___ 28. Leaves call light or signaling device within easy reach of the resident.
- ___ 29. Identifies that hands should be washed.

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Skill 12—Hair Care

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to the resident.
- 4. Places towel on shoulders.
- 5. Asks resident how they would like their hair combed.
- 6. Combs/brushes hair gently.
- 7. Combs/brushes completely.
- 8. Discards linen in appropriate container.
- 9. Leaves hair neatly brushed, combed or styled.
- 10. Maintains respectful, courteous interpersonal interactions at all times.
- 11. Leaves call light or signaling device within easy reach of the resident.
- 12. Identifies that hands should be washed.

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Skill 13—Isolation Gown and Gloves

- 1. Identifies that hands should be washed.
- 2. Candidate unfolds the gown.
- 3. Candidate faces the back opening of the gown correctly with seams and tags on the inside.
- 4. Candidate places arms through each sleeve.
- 5. Candidate secures the neck opening by fastening behind the neck.
- 6. Candidate secures the waist, making sure that the back flaps completely cover clothing.
- 7. Candidate puts on gloves
- 8. Gloves overlap gown sleeves at the wrist.
- 9. **Removes the gloves, turning inside out before removing gown**
- 10. **Disposes of gloves in biohazard container before removing gown.**
- 11. Unfastens gown at the neck after gloves have been removed.
- 12. Unfastens gown at the waist after gloves have been removed.
- 13. Candidate will remove the gown by folding soiled area to soiled area.
- 14. Disposes of gown in an biohazard container.
- 15. Identifies that hands should be washed.

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Skill 14—Making an Occupied Bed

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Gathers linen
- ___ 4. Transports correctly without touching uniform.
- ___ 5. Places clean linen over back of chair, drapes over foot of bed or on overbed table.
- ___ 6. Explains procedure to resident.
- ___ 7. Provides privacy for resident pulls curtain.
- ___ 8. Raises the bed between mid-thigh and waist level.
- ___ **9. Resident is to remain covered at all times.**
- ___ **10. Assists resident to roll onto side away from the candidate toward center of the bed.**
- ___ 11. Rolls or fan folds soiled linen, soiled side inside, to the center of the bed.
- ___ 12. Places clean bottom sheet along the center of the bed and rolls or fan folds linen against resident's back.
- ___ 13. Unfolds remaining half of clean bottom linen.
- ___ 14. Secures two fitted corners.
- ___ 15. Assists resident to roll onto his/her other side over the clean bottom linen.
- ___ 16. Removes soiled linen without shaking
- ___ 17. Avoids placing dirty linen on the overbed table, chair or floor.
- ___ 18. Avoids touching linen to uniform.
- ___ 19. Disposes of soiled linen in hamper.
- ___ 20. Pulls through and smooths out the clean bottom linen leaving tight and free of wrinkles.
- ___ 21. Secures other two fitted corners.
- ___ 22. Resident never touches bare mattress at any time during this procedure.
- ___ **23. Places resident on his/her back maintaining correct body alignment (must verbalize)**
- ___ 24. Places clean top linen over covered resident.
- ___ 25. Removes used linen making sure the resident is unexposed at all times.
- ___ 26. Place clean blanket or bed spread over covered resident.
- ___ 27. Tucks in top linen at foot of the bed only. (Except for the mitered corners, does not tuck in linens on the sides).
- ___ 28. Makes mitered corners at the foot of the bed.
- ___ 29. Inserts pillow into a clean pillow case
- ___ 30. Pillow case zippers and/or tags are placed to the inside.
- ___ 31. Gently lifts resident's head when replacing the pillow.
- ___ 32. Leaves bed neat and completely made.
- ___ 33. Lowers bed.

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- 34. Maintains respectful, courteous interpersonal interactions at all times.
- 35. Leaves call light or signaling device within easy reach of the resident.
- 36. Identifies that hands should be washed.

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Skill 15—Making an Unoccupied Bed

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Gathers linen
- ___ 4. Transports linen without touching uniform.
- ___ 5. Places clean linen over back of chair, drapes over foot of bed or on overbed table.
- ___ 6. Raises the bed between mid-thigh and waist level
- ___ 7. Removes soiled linen from bed without touching uniform.
- ___ **8. Places removed linen in appropriate place**
- ___ **9. Does not put dirty linen on the over bed table.**
- ___ **10. Does not put clean or dirty linen on the floor.**
- ___ 11. Applies bottom fitted sheet, keeping it straight and centered.
- ___ 12. Makes bottom linen smooth and/or tight, free of wrinkles.
- ___ 13. Places clean top linen and blanket or bed spread on the bed.
- ___ 14. Tucks in top linen at foot of the bed only. (Except for the mitered corners, does not tuck in linens on the sides).
- ___ 15. Makes mitered corners at the foot of the bed.
- ___ 16. Applies clean pillowcase with zippers and/or tags to inside of pillowcase.
- ___ 17. Leaves bed completely and neatly made.
- ___ 18. Returns bed to lowest position.
- ___ 19. Identifies that hands should be washed.

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Skill 16—Mouth Care

1. Knocks on door.
2. Identifies that hands should be washed.
3. Explains procedure to the resident.
4. Provides privacy for resident pulls curtain.
5. Drapes the chest with towel to prevent soiling.
6. Candidate prepares area – gathers supplies.
7. Candidate puts on gloves after gathering supplies and preparing the area.
8. Applies a small amount of cleaning solution.
9. Brushes inner surface of resident's teeth upper teeth.
10. Brushes outer surface of resident's teeth upper teeth.
11. Brushes chewing surface of resident's teeth upper teeth.
12. Brushes inner surface of resident's teeth lower teeth.
13. Brushes outer surface of resident's teeth lower teeth.
14. Brushes chewing surface of resident's teeth lower teeth.
15. Cleans tongue.
16. Assists resident in rinsing mouth.
17. Wipes resident's mouth
18. Removes soiled linen
19. Places soiled linen in appropriate container.
20. Empties emesis basin
21. Rinses emesis basin
22. Dries emesis basin.
23. Rinses toothbrush or disposes of toothette in the appropriate container.
24. Returns emesis equipment to storage.
25. Removes gloves by turning inside out
26. Disposes of gloves in the appropriate container.
27. Leaves resident in position of comfort.
28. Maintains respectful, courteous interpersonal interactions at all times.
29. Leaves call light or signaling device within easy reach of the resident.
30. Identifies that hands should be washed.

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Skill 17—Mouth Care Comatose Resident

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Provides privacy for resident pulls curtain.
- ___ 4. Explains procedure to the resident.
- ___ 5. **Positions resident in semi-Fowler's position with head turned well to one side or positions resident on side as appropriate to avoid choking or aspiration.**
- ___ 6. Drapes chest/bed as needed to protect from soiling.
- ___ 7. Candidate prepares area – gathers supplies
- ___ 8. Candidate puts on gloves after gathering supplies and preparing area.
- ___ 9. Applies a small amount of pre-mixed cleaning solution to swab/toothbrush.
- ___ 10. Gently and thoroughly swabs the inner surface of All upper teeth.
- ___ 11. Gently and thoroughly swabs the outer surface of All upper teeth.
- ___ 12. Gently and thoroughly swabs the chewing surface of All upper teeth.
- ___ 13. Gently and thoroughly swabs the inner surface of All lower teeth.
- ___ 14. Gently and thoroughly swabs the outer surface of All lower teeth.
- ___ 15. Gently and thoroughly swabs the chewing surface of All lower teeth.
- ___ 16. Gently and thoroughly cleans the gums.
- ___ 17. Gently and thoroughly cleans the tongue.
- ___ 18. Cleans/wipes mouth area
- ___ 19. Dries mouth area.
- ___ 20. Returns resident to a position of comfort and safety.
- ___ 21. Rinses equipment
- ___ 22. Dries equipment
- ___ 23. Returns equipment to storage
- ___ 24. Discards disposable items in waste can
- ___ 25. Discards towel and washcloth in linen hamper.
- ___ 26. Candidate removes gloves by turning inside out
- ___ 27. Disposes in the appropriate container.
- ___ 28. Maintains respectful, courteous interpersonal interactions at all times.
- ___ 29. Leaves call light or signaling device within easy reach of the resident.
- ___ 30. Identifies that hands should be washed.

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Skill 18—Nail Care One Hand

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to the resident.
- 4. Immerses nails in comfortably warm water
- 5. Soaks for at least five (5) minutes. (The five minutes may be verbalized.)
- 6. Dries hand thoroughly, being careful to dry between fingers.
- 7. Gently cleans under nails with orange stick.
- 8. Gently pushes cuticle back with orange stick.
- 9. Files each fingernail.
- 10. Cleans equipment (Rinses and dries equipment)
- 11. Returns equipment to storage.
- 12. Discards towel in linen hamper.
- 13. Maintains respectful, courteous interpersonal interactions at all times.
- 14. Leaves call light or signaling device within easy reach of the resident.
- 15. Identifies that hands should be washed.

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Skill 19—Partial Bed Bath-Face, Arm, Hand and Underarm

1. Knocks on door.
2. Identifies that hands should be washed.
3. Explains procedure to the resident.
4. Provides privacy for resident pulls curtain.
5. Raises the bed between mid-thigh and waist level.
6. Covers resident with a bath blanket or clean sheet.
7. Removes remaining top bed covers. Fanfolds to bottom of bed or places aside.
8. Removes resident's gown without exposing resident
9. Places in linen hamper after removal.
10. Fills basin with comfortably warm water
11. Places on overbed table or bed side stand.
12. Washes face WITHOUT SOAP.
13. Dries face.
14. Places towel under arm, exposing one arm.
15. Washes arm
16. Washes hand
17. Washes underarm
18. Used soap and water for the previous three steps.
19. Rinses arm
20. Rinses hand
21. Rinses underarm
22. Dries arm
23. Dries hand
24. Dries underarm.
25. Assists resident to put on a clean gown.
26. Properly rinses equipment
27. Dries equipment
28. Returns equipment to storage.
29. Disposes of soiled linen in appropriate container.
30. Lowers bed.
31. Maintains respectful, courteous interpersonal interactions at all times.
32. Leaves call light or signaling device within easy reach of the resident.
33. Identifies that hands should be washed.

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Skill 20—Perineal Care for a Female

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to the resident. (Mannequin)
- 4. Provides privacy for resident pulls curtain.
- 5. Raises the bed between mid-thigh and waist level.
- 6. Fills basin with comfortably warm water.
- 7. Places basin on overbed table or bedside stand.
- 8. Candidate prepares area – supplies gathered
- 9. Places bath blanket or clean sheet over resident. (must be done before putting on gloves.)
- 10. Puts on gloves after gathering supplies and preparing area.
- 11. Exposes perineum only.
- 12. Verbalizes separating labia, while physically separating the labia.
- 13. Using water and soapy washcloth
- 14. Cleans both sides of the labia from front to back.**
- 15. Using a clean portion of a washcloth with each stroke.**
- 16. Cleans middle of labia from front to back
- 17. Uses clean portion of washcloth with each stroke.
- 18. Rinses both sides of the labia from front to back
- 19. Rinses middle of labia from front to back
- 20. Rinses are with a clean portion of the wash cloth with each stroke
- 21. Dries area.
- 22. Assists resident (mannequin) to turn onto side away from the candidate toward center of the bed.
- 23. Using a new, clean washcloth
- 24. Cleans the rectal area from front to back.**
- 25. Uses soapy washcloth
- 26. Cleans with single strokes. (front to back)**
- 27. Uses a clean portion of the wash cloth with each stroke.**
- 28. Rinses area front to back.
- 29. Rinses area using single strokes
- 30. Rinses area using a clean potion of the wash cloth with each stroke
- 31. Dries area
- 32. Positions resident (mannequin) on back.
- 33. Disposes of soiled linen in an appropriate container.
- 34. Empties equipment
- 35. Rinses equipment
- 36. Dries equipment
- 37. Replaces equipment.
- 38. Removes gloves by turning inside out

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- 39. Disposes of gloves in an appropriate container.
- 40. Lowers bed.
- 41. Places call light or signaling device within reach of resident.
- 42. Identifies that hands should be washed.

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Skill 21—Position Resident on Side

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains what is to be done
- 4. Explains how the resident may help.
- 5. Provides privacy for resident pulls curtain.
- 6. Positions bed flat.
- 7. Raises the bed between mid-thigh and waist level.
- 8. Insures that the resident's face never becomes obstructed by the pillow. (Candidate physically checks and verbalizes checking)
- 9. From the working side—moves upper body toward self.
- 10. From the working side - moves hips toward self.
- 11. From the working side - moves legs toward self.
- 12. Assists/turns resident on his or her _____ side.**
- 13. Checks to be sure resident is not laying on his/her arm.
- 14. Maintains correct body alignment (Must verbalize checking).**
- 15. Places support devices under the residents head.
- 16. Places support devices under the resident's top arm
- 17. Places support devices behind back.
- 18. Places support devices between knees.
- 19. Lowers bed.
- 20. Maintains respectful, courteous interpersonal interactions at all times.
- 21. Leaves call light or signaling device within easy reach of the resident.
- 22. Identifies that hands should be washed.

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Skill 22—Range of Motion Hip & Knee

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to the resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Positions resident supine (bed flat).
- 6. Raises bed to between mid-thigh and waist level.
- 7. Correctly supports joints at all times by placing one hand under the knee
- 8. Correctly supports joints at all times by placing on hand under the ankle.
- 9. Moves the entire leg away from the body and verbalizes abduction. (MUST VERBALIZE NAME OF MOTION)
- 10. Completes abduction of the hip at least three times.
- 11. Moves the entire leg back toward the body and verbalizes adduction. (MUST VERBALIZE NAME OF MOTION)
- 12. Completes adduction of the hip three times.
- 13. Continues to correctly support joints
- 14. Bends the resident's knee and hip toward the resident's trunk and verbalizes flexion. (MUST VERBALIZE NAME OF MOTION)
- 15. Completes flexion of the knee at least three times.
- 16. Straighten the knee and hip and verbalizes extension. (MUST VERBALIZE NAME OF MOTION)
- 17. Complete extension of knee and hip three times.
- 18. **Does not cause discomfort or pain anytime during ROM (Candidate must ask if they are causing any pain or discomfort).**
- 19. **Does not force any joint beyond the point of free movement.**
- 20. Leaves resident in a comfortable position.
- 21. Checks and verbalizes good body alignment (MUST VERBALIZE CHECKING GOOD BODY ALIGNMENT).
- 22. Lowers bed.
- 23. Maintains respectful, courteous interpersonal interactions at all times.
- 24. Leaves call light or signaling device within easy reach of the resident.
- 25. Identifies that hands should be washed.

CANDIDATE NAME: _____ DATE: _____ PASS: _____ FAIL: _____

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Skill 23—Range of Motion One Shoulder

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to the resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Positions resident supine (bed flat) on back.
- 6. Raises bed to between mid-thigh and waist level.
- 7. Correctly supports the resident's joint by placing one hand under their elbow
- 8. Correctly supports the resident's joint by placing one hand under the resident's wrist.
- 9. Raises resident's arm up and over the resident's head and verbalizes flexion. (MUST VERBALIZE NAME OF MOTION)
- 10. Brings the resident's arm back down to the resident's side and verbalizes extension. (MUST VERBALIZE NAME OF MOTION)
- 11. Completes flexion of the shoulder at least three times.
- 12. Completes extension of the shoulder at least three times.
- 13. Continues correct support for shoulder joint.
- 14. Move's the resident's entire arm out away from the body and verbalizes abduction. (MUST VERBALIZE NAME OF MOTION)
- 15. Return the resident's arm to the middle of the resident's body and verbalizes adduction. (MUST VERBALIZE NAME OF MOTION)
- 16. Completes abduction of the shoulder at least three times.
- 17. Completes adduction of the shoulder at least three times.
- 18. **Does not cause discomfort or pain at anytime during ROM (Candidate must ask if the resident feels any pain or discomfort).**
- 19. **Does not force any joint beyond the point of free movement**
- 20. Leaves resident in a comfortable position.
- 21. The candidate insures resident has good body alignment (MUST VERBALIZE CHECKING GOOD BODY ALIGNMENT).
- 22. Lowers bed.
- 23. Maintains respectful, courteous interpersonal interactions at all times.
- 24. Leaves call light or signaling device within easy reach of the resident.
- 25. Identifies that hands should be washed.

CANDIDATE NAME: _____ DATE: _____ PASS: _____ FAIL: _____

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Skill 24—Stand, Pivot and Transfer – With a Gait Belt

- ___ 1. Knocks on door.
- ___ 2. Identifies that hands should be washed.
- ___ 3. Explains the procedure to be performed to the resident.
- ___ 4. Positions wheelchair at the foot or head of the bed.
- ___ **5. Locks wheelchair brakes to ensure resident's safety.**
- ___ **6. Locks bed brakes to ensure resident's safety.**
- ___ 7. Lowers bed until resident's feet are flat on the floor.
- ___ 8. Assists resident to sitting position.
- ___ 9. Places gait belt around waist to stabilize trunk.
- ___ 10. Tightens gait belt.
- ___ 11. Checks gait belt by slipping fingers between gait belt and resident.
- ___ 12. Assists resident to put on non-skid slippers.
- ___ 13. Brings resident to a standing position using proper body mechanics.
- ___ 14. With one hand grasping the gait belt and the other stabilizing resident by holding forearm, shoulder, or using other appropriate method to stabilize, transfers resident from bed to wheelchair.
- ___ 15. Assists resident to pivot and sit in a controlled manner that ensures safety.
- ___ 16. Candidate brings resident to standing position, using proper body mechanics.
- ___ 17. With one hand grasping the gait belt and the other stabilizing resident by holding forearm, shoulder, or using other appropriate method to stabilize, transfers resident from wheelchair back to bed.
- ___ 18. Assists resident to pivot and sit on the bed in a controlled manner that ensures safety.
- ___ 19. Assists resident in removing non-skid slippers
- ___ 20. Removes gait belt.
- ___ 21. Assists resident to move to center of bed
- ___ 22. Assists resident to lie down.
- ___ 23. Makes sure resident is comfortable.
- ___ 24. Checks and verbalizes that resident is in good body alignment.
- ___ 25. Maintains respectful, courteous interpersonal interactions at all times.
- ___ 26. Leaves call light or signaling device within easy reach of the resident.
- ___ 27. Identifies that hands should be washed.

CANDIDATE NAME: _____ DATE: _____ PASS: _____ FAIL: _____

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Skill 25—Vital Signs - Oral Temperature, Pulse and Respiration

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Applies sheath or clean with alcohol pad.
- 6. Turns on digital oral thermometer.
- 7. Gently inserts bulb end of thermometer in mouth under tongue.
- 8. Holds thermometer in place for appropriate length of time.
- 9. Removes thermometer.
- 10. Candidate reads and records the temperature reading on a pad of paper.
- 11. Candidate's recorded temperature varies no more than .1 degree from Test Observer's.**
- 12. Candidate wipes thermometer clean with alcohol pad or discards sheath.
- 13. Locates the radial pulse by placing tips of fingers on thumb side of the resident's wrist.
- 14. Counts pulse for 60 seconds, or 30X2.
- 15. Candidate records on the pad of paper.
- 16. Candidate's recorded pulse rate is within 4 beats of Test Observer's recorded rate.**
- 17. Candidate counts respirations for 60 sec or 30X2.
- 18. Candidate records results on the pad of paper.
- 19. The Candidate's recorded respiratory rate is within 2 breaths of the Test Observer's recorded rate.**
- 20. Maintains respectful, courteous interpersonal interactions at all times.
- 21. Leaves call light or signaling device within easy reach of the resident.
- 22. Identifies that hands should be washed.

CANDIDATE NAME: _____ DATE: _____ PASS: _____ FAIL: _____

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Skill 26-Vital Signs-Axillary Temperature, Pulse and Respiration

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. Provides privacy for resident pulls curtain.
- 5. Candidate dries inner armpit.
- 6. Applies sheath or clean with alcohol pad.
- 7. Correctly turns on digital thermometer.
- 8. Places thermometer in the center of the Axilla.
- 9. Holds thermometer in place for appropriate length of time.
- 10. Removes thermometer.
- 11. Candidate reads the temperature.
- 12. Candidate records the temperature reading on a pad of paper.
- 13. Candidate's recorded temperature varies no more than .1 degree from Test Observer's.**
- 14. Candidate wipes thermometer clean with alcohol pad or discards sheath.
- 15. Locates the radial pulse by placing tips of fingers on thumb side of the resident's wrist.
- 16. Counts pulse for 60 seconds, or 30X2.
- 17. Candidate records on the pad of paper.
- 18. Candidate's recorded pulse rate is within 4 beats of Test Observer's recorded rate.**
- 19. Candidate counts respirations for 60 sec or 30X2.
- 20. Candidate records results on the pad of paper.
- 21. The Candidate's recorded respiratory rate is within 2 breaths of the Test Observer's recorded rate.**
- 22. Maintains respectful, courteous interpersonal interactions at all times.
- 23. Leaves call light or signaling device within easy reach of the resident.
- 24. Identifies that hands should be washed.

CANDIDATE NAME: _____ DATE: _____ PASS: _____ FAIL: _____

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Skill 27—Weighing an Ambulatory Resident

- 1. Knocks on door.
- 2. Identifies that hands should be washed.
- 3. Explains procedure to resident.
- 4. **Balances scale before weighing resident or zeros if the scale at the test site is an analog scale.**
- 5. **Insures resident's safety. Locks wheelchair brakes.**
- 6. Assists resident to stand.
- 7. Walks resident to the scale.
- 8. Assists resident to step on scale.
- 9. Checks that resident is balanced and centered on scale with arms at side.
- 10. **Appropriately adjusts weights until scale is in balance or observes analog scale.**
- 11. Returns resident to wheelchair.
- 12. Assists resident to sit in wheelchair.
- 13. Records weight on pad provided.
- 14. **Candidate's recorded weight varies no more than 2 lb. from Test Observer's reading.**
- 15. Maintains respectful, courteous interpersonal interactions at all times.
- 16. Leaves call light or signaling device within easy reach of the resident.
- 17. Identifies that hands should be washed.

CANDIDATE NAME: _____ DATE: _____ PASS: _____ FAIL: _____