

CLINICAL SKILLS EVALUATION

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While useful for assessing competency, these skill sets are not intended to represent comprehensive care. Following each skill title is a list of the steps (tasks) which should be performed to demonstrate the skill.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #1

WASHING HANDS

1. Greet resident, address by name, and introduce self.
2. Turn on water at sink.
3. Wet hands and wrists thoroughly.
4. Apply skin cleanser or soap to hands (if bar soap, rinse the soap first).
5. Work up lather cleansing in front and back of hands, between fingers, around cuticles, under nails and up wrist (hands-width).
- Wash hands for at least 15 seconds.**
6. Rinse all surfaces of hands and wrists while holding fingers lower than wrists.
7. Dry hands with paper towel and limit contact of towel to cleansed skin surfaces.
8. Use paper towel to turn off faucet, without contaminating hands by touching sink.
9. Disposes of used paper towel (s) in wastebasket immediately after shutting off faucet.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #2

OBTAINING AND RECORDING RADIAL PULSE AND COUNTING AND RECORDING RESPIRATIONS

1. Wash hands.
2. Greet resident, addressing by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Support resident's forearm while taking pulse. Place fingertips on thumb side of client's wrist to locate radial pulse.
5. Count beats for one full minute.
6. Record pulse rate within \pm (plus or minus) 4 beats of evaluator's reading.
7. Count respirations for one full minute. Do not let the resident know you are counting his/her breaths.
8. Record respiration rate within \pm (plus or minus) 2 breaths of evaluator's reading.
9. Before leaving resident, place call button within reach.
10. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #3**CLEANING AND STORING DENTURES WITH MOUTH CARE**

1. Greet resident, address by name, and introduce self.
2. Provide explanations to resident before beginning procedure and throughout procedure.
3. Wash hands.
4. Put on gloves before handling dentures.
5. Before handling dentures, protect dentures from possible breakage (e.g., by lining sink/basin with a towel/washcloth or by filling it with water; if you fill the sink with water, do not float or immerse the dentures in the water).
6. Rinse dentures in cool or tepid running water before brushing them.
7. Apply toothpaste or denture cleanser to toothbrush.
8. Brush dentures on all surfaces, keeping dentures over the sink.
9. Rinse all surfaces of dentures under cool running water to remove all toothpaste.
10. Rinse denture cup before placing clean dentures in it.
11. Store clean dentures in denture cup with cool or tepid water.
12. Remove soiled gloves and put on fresh gloves before beginning mouth care.
13. Protect resident clothing before beginning mouth care.
14. Provide mouth care to resident using a toothbrush/toothette/swab to massage gums, freshen mouth and remove food residue from gum pockets. (See Skill #15)
15. Offer resident the opportunity to rinse mouth and spit into emesis basin.
16. Leave area around resident's mouth clean and dry.
17. Clean and store equipment after use and leave area tidy.
18. Maintain clean technique with placement of dentures and toothbrush throughout procedure.
19. After completing procedure, remove gloves without contaminating self and dispose of gloves appropriately.
20. Washes hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #4

TRANSFERRING A RESIDENT FROM A BED TO A WHEELCHAIR

1. Wash hands.
2. Identify self to resident by name and address resident by name.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy throughout procedure with curtain, screen, or door.
5. Position wheelchair close to bed with arm of the wheelchair almost touching the bed .
6. Before transferring resident, fold up footrests.
7. Before transferring resident, place bed at a safe and appropriate level for resident.
8. Before transferring resident, lock wheels on wheelchair.
9. Before transferring resident, support resident's back and hips and assist resident to sitting position at edge of bed with feet flat on the floor.
10. Before transferring resident, put non-skid footwear on resident and securely fasten.
11. With Gait Belt (transfer belt): Stand in front of resident, positioning self to ensure safety of self and resident during transfer (e.g., knees bent, feet apart, back straight), place belt around resident's waist, and reach around resident, under arms to hold gait belt securely at back.
12. Provide instructions to enable resident to assist in transfer.
13. Brace resident's lower extremities to prevent slipping.
14. Count to three (or say other prearranged signal) to alert resident to begin transfer.
15. On signal, gradually assist resident to stand.
16. Assist resident to pivot to front of wheelchair with back of resident's legs against wheelchair.
17. Provide support for controlled gentle lowering of resident into seat of wheelchair.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #4 - (CONT)

TRANSFERRING A RESIDENT FROM A BED TO A WHEELCHAIR

18. Reposition resident with hips touching back of wheelchair and remove gait belt, if used.
19. Position resident's feet on footrests.
20. Before leaving resident, place call button within resident's reach.
21. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #5

PERFORMING HAIR AND FINGERNAIL CARE

1. Wash hands.
2. Identify self to resident and address the resident by their name.
3. Explain procedure to resident, speaking clearly, slowly, and maintaining face-to-face contact whenever possible.
4. Use comb or brush to groom hair, pulling gently through hair without tearing or breaking hair or causing discomfort to the resident.
5. Test water temperature and ensure it is safe and comfortable before placing resident's fingers in water, and adjust water temperature if necessary.
6. Immerse and soak resident's fingers in basin of water which is placed at a comfortable level for resident.
7. Dry resident's hand, including between fingers.
8. Clean under nails with orangewood stick.
9. Wipe orangewood stick on towel after each nail.
10. Groom nails with file or emery board.
11. Finish with nails smooth and free of rough edges.
12. Apply lotion to hands after nails are cleaned and shaped.
13. Before leaving resident, place call button within resident's reach.
14. Empty, rinse, and wipe basin, and return to proper storage.
15. Dispose of soiled linen in soiled linen container.
16. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET Satisfactory Unsatisfactory**SKILL # 6****PERFORMING RANGE OF MOTION EXERCISES:
UPPER EXTREMITIES**

1. Wash hands.
2. Identify self to resident by name and address resident by name.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Support extremity above and below joints, while performing range of motion exercises
6. Raise resident's straightened arm toward ceiling and back toward head of bed and return to flat position (flexion/extension of the shoulder). REPEAT AT LEAST 3 TIMES.
7. Move resident's straightened arm away from resident's side, up towards head and returning straightened arm along resident's side (abduction/adduction of the shoulder). REPEAT AT LEAST 3 TIMES.
8. Position shoulder/upper arm extended straight out to the side with elbow flexed and forearm back toward head of bed. Move forearm forward (toward hip) and lowering to mattress; then move backward (toward head of bed) and lowering to mattress (rotation of the shoulder). REPEAT AT LEAST 3 TIMES.
9. Position straightened arm lying at resident's side. Bend the arm at the elbow. Straighten the arm (flexion/extension of the elbow). REPEAT AT LEAST 3 TIMES.
10. Hold the resident's wrist with one hand and the resident's fingers with the other. Move the resident's hand downward (flexion of the wrist). Straighten the wrist (extension). Gently move the hand backward (hyperextension). Move the wrist from side to side (adduction and abduction of the wrist). REPEAT AT LEAST 3 TIMES.
11. Hold the resident's hand. Make a fist to flex the resident's fingers (folding over the fingers in a comfortable fist position). Straighten the fist by individually straightening (extending) each finger and thumb. REPEAT AT LEAST 3 TIMES.
12. While supporting the limb, move joint gently, slowly, and smoothly through the range of motion to the point of resistance, discontinuing exercise if pain occurs. Closely observe resident during exercises.
13. Leaves bed in lowest position.
14. Before leaving resident, place call button within resident's reach.
15. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL # 7**PERFORMING RANGE OF MOTION EXERCISES:
LOWER EXTREMITIES**

1. Wash hands.
2. Tell resident who you are, addressing resident by name.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Support extremity above and below joints throughout range of motion exercises.
6. Bend the resident's knee, moving it up toward the resident's head to flex the knee and hip. Straighten the knee and lower leg to back to bed (flexion/extension of knee and hip). REPEAT AT LEAST 3 TIMES.
7. Take resident's hip through abduction/adduction range of motion (moving leg away from midline and returning to the midline, with leg slightly lifted off the bed). REPEAT AT LEAST 3 TIMES.
8. Turn the straightened leg inward and outward toward edge of bed to rotate the hip (rotation of hip). REPEAT AT LEAST 3 TIMES.
9. Support foot and ankle while performing range of motion for ankle, putting one hand under the resident's ankle and grasping their foot with other hand.
10. Keeping foot on bed. pushes/pulls foot toward head, and pushes/pulls foot down (flexion/extension of ankle). REPEAT AT LEAST 3 TIMES.
11. Keeping foot on bed and holding correctly, rotate the foot inward and then outward toward edge of bed (adduction/abduction of ankle). REPEAT AT LEAST 3 TIMES.
12. While supporting the limb, move joints gently, slowly, and smoothly through the range of motion to the point of resistance, discontinuing exercise if pain occurs.
13. Leave bed in lowest position.
14. Before leaving resident, place call button within resident's reach.
15. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET Satisfactory Unsatisfactory**SKILL #8****CHANGING AN OCCUPIED (OPEN) BED**

1. Wash hands before contact with resident.
2. Identify self to resident and address resident by name.
3. Explain procedure to resident, speaking clearly, slowly, and directly maintaining face to face contact whenever possible.
4. Place clean linen on clean surface within candidate's reach (e.g., bedside stand, overbed table, or chair)
5. Provide for resident's privacy throughout procedure with curtain, screen, or door.
6. Lower head of bed before moving resident and raise bed to comfortable level for working.
7. Loosen top linen from the end of the bed and on working side.
8. After raising opposite side rail, assist resident to turn onto side, moving away from candidate toward raised side rail. Ask resident if he/she can assist you in turning and holding onto side rail.
9. Loosen bottom soiled linen on working side.
10. Roll bottom soiled linen toward center of the bed and tuck underneath resident.
11. Place and tuck in the clean bottom linen or fitted bottom sheet on working side (If flat sheet is used, tuck in at top and working side). Tuck the clean linen underneath resident.
12. After raising side rail on working side, assist resident to turn back onto clean bottom sheet.
13. Candidate moves to other side of bed and lowers that side rail, now the working side.
14. Assist resident to turn onto side, moving away from candidate toward raised side rail. Ask resident if he/she can assist you in turning and holding onto side rail.
15. Remove soiled bottom linen, avoiding contact with clothes and clean linen.
16. Pull and tuck in clean bottom linen, finishing with bottom sheet free of wrinkles.
17. Cover resident with clean top sheet and appropriately remove soiled top sheet.
18. Finish with the clean linen anchored and centered. Clean top sheet is loosely tucked to allow foot movement.
19. Replace pillowcase.
20. Before leaving resident, place call button within resident's reach.
21. Leave bed in lowest position.
22. Dispose of soiled linen in soiled linen container.
23. Avoid contamination of clean linen throughout procedure.
24. Avoid unnecessary exposure of resident throughout procedure.
25. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #9**MEASURING AND RECORDING HEIGHT AND WEIGHT OF
AMBULATORY RESIDENT**

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Adjust weights until weight scale is balanced at zero before weighing resident.
5. Assist resident onto center of the scale.
6. Determine resident's weight.
7. Assist resident onto height scale if a different scale.
8. Determine resident's height.
9. Assist the resident off the scale before recording height and weight.
10. Record height and weight. [When sitting for the Florida Nurse Aide exam, you must be able
11. to determine and record the resident's weight within \pm (plus or minus) 2 lbs. of the
12. evaluator's reading and within \pm 1 inch of evaluator's measurement.]
13. Before leaving resident, place call button within resident's reach.
14. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #10**POSITIONS RESIDENT ON SIDE/CHANGE OF POSITION**

1. Wash hands before contact with resident.
2. Identify self to resident and address resident by name.
3. Explain procedure to resident, speaking clearly, slowly, and directly maintaining face to face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Before turning resident, lower head of bed.
6. Before turning resident, position/align resident to ensure safe turning and move resident's body toward self.
7. After raising side rail, slowly roll resident onto side toward raised side rail while supporting resident's body.
8. Position resident in proper body alignment.
Proper body alignment requires:
 - a. head supported by pillow
 - b. shoulder adjusted so resident is not lying on arm
 - c. top arm supported
 - d. back supported by supportive device/padding/pillow
 - e. align legs with knees slightly bent to alleviate hip and back strain
 - f. top leg supported by supportive device/padding/pillow with hip in proper alignment and to avoid contact between bony prominences of knees and ankles
9. Cover resident with top linen.
10. Before leaving resident, place call button within resident's reach.
11. Leave bed in lowest position.
12. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #11**GIVING THE BEDPAN**

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Put on gloves.
6. Before placing bedpan, lower head of bed.
7. Before placing bedpan, place protective pad on bed over bottom sheet under buttocks.
8. Place bedpan correctly under resident's buttocks (Standard bedpan: Position bedpan so wider end of pan is aligned with resident's buttocks; Fracture pan: Position bedpan with handle toward the foot of the bed).
9. Raise head of bed after placing bedpan under client.
10. Put toilet tissue within resident's reach.
11. Leave call button within resident's reach while resident is using bedpan.
12. Ask resident to signal when finished.
13. Remove gloves.
14. Lower head of bed before removing bedpan.
15. Put on gloves before removing bedpan.
16. Remove bedpan, empties contents into toilet.
17. Rinse bedpan (pouring rinse water into toilet), dry, and store bedpan in bottom shelf/drawer of bedside cabinet.
18. After storing bedpan, remove and dispose of gloves without contaminating self.
19. Assist resident to wash hands after using bedpan and dispose of soiled washcloth or wipes in proper container.
20. Leaves bed in lowest position.
21. Before leaving resident, place call button within resident's reach.
22. Avoid unnecessary exposure of client throughout procedure.
23. Remove gloves.
24. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #12**DRESSING THE RESIDENT WITH RIGHT SIDED WEAKNESS (IN RIGHT ARM)**

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Ask resident which outfit he/she would like to wear and dress him/her in outfit of choice.
6. Collect all garments (socks, undergarments, pants shirt or dress) before undressing resident.
7. Remove resident's gown without completely exposing resident.
8. Remove gown from affected (weak) arm last.
9. Assist the resident to put the right (weaker, affected) arm through the right sleeve of the shirt, sweater, or slip before placing garment on left (stronger, unaffected) arm. Gather up sleeve to ease pulling over affected arm.
10. Assist resident to put on underwear, T-shirt, slacks and top or dress and socks.
11. Put on all items, moving resident's body gently and naturally, avoiding force and over-extension of limbs and joints.
12. Finish with resident dressed appropriately (e.g., clothing right side out, zippers/buttons fastened, etc.) and seated in a comfortable, upright position.
13. Place gown in soiled linen container.
14. Before leaving resident, place call button within residents reach.
15. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #13 GIVING PERINEAL CARE FOR INCONTINENT FEMALE RESIDENT

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Test water temperature and ensure it is safe and comfortable before washing, and adjust if necessary.
6. Put on gloves before contact with linen, incontinent pad, and/or resident.
7. Replace soiled pad under resident's buttocks before beginning perineal care (e.g. roll pad into itself with wet side in/dry side out).
8. Expose perineal area.
9. Wash entire perineal area with soapy washcloth (adding soap directly to cloth, keeping rinse water unsoapy), moving from front to back, while using a clean area of the washcloth for each stroke. First stroke should be over urinary meatus (the opening at the end of the urethra to the body surface).
10. Using a fresh, wet washcloth, rinse entire perineal area, moving from front to back while using a clean area of the washcloth for each stroke.
11. Dry entire perineal area moving from front to back, using a blotting motion with towel.
12. Replace basin of water if it becomes colds or soapy.
13. Turn resident on side.
14. Wash, rinse, and dry buttocks and peri-anal area without contaminating perineal area.
15. Remove wet incontinent pad or protective linen after drying buttocks.
16. Place a dry incontinent pad underneath client.
17. Reposition resident.
18. Dispose of linen and incontinent pad in proper containers.
19. Empty, rinse, and wipe basin and return to proper storage.
20. Remove and dispose of gloves without contaminating self after returning basin to storage.
21. Before leaving resident, place call button within resident's reach.
22. Leave bed in lowest position.
23. Avoid unnecessary exposure of resident throughout procedure.
24. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #14**OBTAINING AND RECORDING BLOOD PRESSURE**

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Before using stethoscope, wipe diaphragm and earpieces of stethoscope with alcohol.
5. Expose the resident's antecubital area (in front of the elbow at the bend). Resident's arm will be positioned with palm up with elbow at heart level (if resident is sitting).
6. Place blood pressure cuff snugly on resident's upper arm so that its lower edge is about 1 inch above the above the antecubital.
7. Locate brachial pulse with fingertips.
8. Place diaphragm over brachial artery .
9. Place earpieces of stethoscope in own ears.
10. Inflate cuff to no more than 30 mm Hg above the point at which pulse is last heard or felt. Listen for first and last beat.
11. Deflate cuff slowly.
12. Before leaving resident, place call button within resident's reach.
13. Record both systolic and diastolic pressures each within \pm (plus or minus) 4 mm of evaluator's reading.
14. Clean stethoscope earpieces and diaphragm with alcohol swab and leave work area tidy.
15. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #15**PROVIDING MOUTH CARE/BRUSH TEETH**

1. Wash hands before contact with resident.
2. Identify self to resident by name and address resident by name.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy throughout procedure with curtain, screen, or door.
5. Before providing oral care, ensure resident is in an upright sitting position.
6. Put on gloves before cleaning resident's mouth.
7. Place towel across resident's chest before providing oral care.
8. Moisten toothbrush.
9. Apply toothpaste to toothbrush.
10. Clean entire mouth (including tongue, surfaces of teeth, and gum-line), using gentle motions.
11. Assist resident to rinse his/her mouth.
12. Hold emesis basin to resident's chin.
13. Wipe resident's mouth and remove towel.
14. Dispose of soiled linen in soiled linen container.
15. Maintain clean technique with placement of toothbrush throughout procedure.
16. Clean and return implements to proper storage.
17. After completing procedure, remove gloves without contaminating self and dispose of gloves appropriately.
18. Reposition head of bed to resident's choice.
19. Before leaving resident, place call button within resident's reach.
20. Leave bed in lowest position.
21. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #16**MEASURING AND RECORDING CONTENTS OF URINARY DRAINAGE BAG**

1. Washes hands as first step.
2. Greet resident, address by name, and introduce self
3. Puts on gloves before handling urinary drainage bag.
4. Remove the end of the drainage tubing from bag's protective pocket.
5. Open urinary drainage bag clamp. Pour the contents of the urinary drainage bag into graduated measuring container without spilling or splashing any of the urine. Do not touch the end of the drainage tubing to the measuring container.
6. Wipe drainage tube with alcohol swab after emptying urine contents.
7. Close drainage bag clamp.
8. Tuck end of drainage tube back into protective pocket of drainage bag.
9. Leave bag secured to nonmovable part of bed, insuring drainage bag and tubing are not touching floor.
10. Set graduated container on flat surface in bathroom to read. Position self to read urine amount at eye level.
11. After measuring urine, empty contents of measuring container into toilet without splashing.
12. Rinses measuring container and pour rinse water into toilet. Store measuring container.
13. Remove and dispose of gloves without contaminating yourself.
14. Wash hands before recording output.
15. Record output and indicate time. [When sitting for the Florida Nurse Aide exam, you must be able to record the contents of the measuring container in output column within \pm (plus or minus) 50 ccs/mls or evaluator's reading].

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #17

GIVES A MODIFIED BED BATH AND APPLIES LOTION

1. Wash hands.
2. Identify self to resident and address the resident by their name.
3. Explain procedure to resident, speaking clearly, slowly, and maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy throughout the procedure with curtain, screen, or door.
5. Remove or fold back top bedding, keeping client covered with bath blanket (or top sheet).
6. Remove resident's gown.
7. Test water temperature and ensure it is safe and comfortable before bathing resident, and adjust as necessary.
8. Wash face with wet washcloth (no soap) beginning with the eyes, using a different area of the washcloth for each eye, washing inner aspect to outer aspect.
9. Contain corners of washcloth while washing and rinsing (forming mitt).
10. Dry face with towel, using a blotting motion.
11. Protect bedding by repositioning towel under resident throughout washing and rinsing.
12. Wash neck, hands, arms, and chest using small amount of soap applied directly to washcloth (avoid soap applied directly into bath basin).
13. Rinse neck, hands, arms, and chest removing soap residue.
14. Dry neck, hands, arm, and chest.
15. Raise opposite side rail. Ask and assist resident to turn on side. Ask resident if he/she can assist you by holding onto the side rail.
16. Wash, rinse, and dry back.
17. Warm lotion in hands before applying to resident's back.
18. Provide backrub using strokes to cover from base of spine and working towards neck and shoulders using gentle strokes and circular motions.
19. Remove unabsorbed excess lotion on resident's back.
20. Lower side rail. Put clean gown on client and secure gown in back.
21. Remove bath blanket and pull up bedcovers.
22. Before leaving resident, place call button within resident's reach.
23. Empty, rinse, and wipe bath basin, and return to proper storage.
24. Dispose of soiled linen in soiled linen container.
25. Leave bed in lowest position.
26. Avoid unnecessary exposure of resident throughout the modified bed bath.
27. Move resident's body gently and naturally, avoiding force and over-extension of limbs and joints throughout the procedure.
28. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #18**FEEDING THE RESIDENT WHO CANNOT FEED SELF**

1. Wash hands.
2. Identify self to resident and address the resident by their name.
3. Explain procedure to resident, speaking clearly, slowly, and maintaining face-to-face contact whenever possible.
4. Before feeding resident, ensure resident is in an upright sitting position.
5. Offer and assist resident to wash hands before eating.
6. Before feeding, pick up name card and verify that resident has received the tray prepared for him/her.
7. Before feeding resident, assist resident to put on clothing protector.
8. Sit at resident's eye level.
9. Before offering food, offer the resident fluid to drink to moisten mouth.
10. Use spoon to feed.
11. Alternate types of food offered, allowing for resident preferences (i.e. do not feed all of one type before offering another type).
12. Offer the food in bite-size pieces.
13. Make sure resident's mouth is empty before next bite of food or sip of beverage.
14. Offer beverage to resident throughout the meal (after every 3-4 bites).
15. Talk with resident during meal, encouraging the resident towards maximizing food and fluid intake.
16. Wipe food from resident's mouth and hands as necessary and at the end of the meal.
17. Remove clothing protector and dispose in proper container.
18. Before leaving resident, place call button within resident's reach.
19. Accurately record percent of food intake on Food Acceptance Record.
20. Remove food tray.
21. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SKILL #19 PROVIDES CATHETER CARE

1. Wash hands.
2. Identify self to resident by name and address resident by name.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy throughout procedure with curtain, screen, or door.
5. Put on gloves before contact with resident.
6. Place incontinent pad under catheter tubing before washing.
7. Test water in basin (if wearing gloves, use your elbow) to determine if it is comfortable before washing.
8. Expose area surrounding catheter.
9. Apply soap to wet washcloth.
10. Use soapy wet washcloth to clean around the catheter at the insertion site. Change to clean area of washcloth for each washing stroke, wiping from front to back.
11. Hold catheter near meatus to avoid tugging the catheter.
12. Using fresh soapy wet washcloth, clean at least four inches of catheter moving in only one direction away from the body using a clean area of the cloth for each stroke.
13. Using clean, wet washcloth, rinse at least four inches of catheter moving in only one direction away from the body, using a clean area of the cloth for each stroke.
14. Dry entire perineal area, from front to back, and catheter after completing cleaning and rinsing of each area.
15. Leave tubing coiled on bed, without kinks, obstructions, or loops of tubing hanging over the side of the bed.
16. Remove incontinent pad at the completion of the procedure.
17. Empty, rinse, and wipe basin and return to proper storage.
18. Remove and dispose of gloves without contaminating self after returning basin to storage.
19. Before leaving resident, place call button (signal device) within resident's reach.
20. Leave bed in lowest position.
21. Avoid unnecessary exposure of resident throughout procedure.
22. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SUPPLEMENTAL SKILL #A

PUT ONE KNEE-HIGH ELASTIC STOCKING (TED HOSE) ON RESIDENT

1. Wash hands before contact with resident.
2. Identify self to resident and address resident by name.
3. Explain procedure to resident, speaking clearly, slowly, and directly maintaining face to face contact whenever possible.
4. Provide for resident's privacy during procedure with curtain, screen, or door.
5. Turn stocking inside-out at least to heel area.
6. Place foot of stocking over toes, foot, and heel.
7. Pull top of stocking over foot, heel, and leg.
8. Move resident's foot and leg gently and naturally, avoiding force and over-extension of limb and joints throughout the procedure.
9. Finishes procedures with no twists or wrinkles and stocking properly placed.
10. Before leaving client, place call button within resident's reach.
11. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SUPPLEMENTAL SKILL #B

OBTAINING AND RECORDING ORAL TEMPERATURE - NOT TESTED IN FLORIDA

1. Wash hands.
2. Identify self to resident, and address resident by name.
3. Explain procedure to resident, speaking clearly, slowly, and directly, maintaining face to face contact whenever possible.
4. Hold oral thermometer by stem.
5. Before inserting oral thermometer in resident's mouth, shake oral thermometer down to 96 degrees F or lower
6. Insert bulb end of oral thermometer into resident's mouth with lips closed and assist as necessary.
8. Leave oral thermometer in place for at least 3 minutes
9. Read oral thermometer before cleaning thermometer.
10. Clean oral thermometer and/or return it to container for used thermometers.
11. Before leaving resident, place call button within resident's reach.
12. Wash hands after cleaning oral thermometer and/or return it to container for used thermometers.
13. Record oral temperature within \pm (plus or minus) 0.2 degrees of evaluator's reading.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SUPPLEMENTAL SKILL #C**SHAMPOOS RESIDENT'S HAIR IN BED**

1. Wash hands.
2. Identify self to resident and address the resident by their name.
3. Explain procedure to resident, speaking clearly, slowly, and maintaining face-to-face contact whenever possible.
4. Provide for resident's privacy throughout the procedure with curtain, screen, or door.
5. Test water temperature and ensure it is safe and comfortable before bathing resident, and adjust as necessary.
6. Lower head of the bed (if elevated) and remove pillow.
7. Protect bed linen from water.
8. Place collection container under resident's head (e.g. trough, basin, shampoo tray)
9. Protect resident's eyes with dry washcloth.
10. Wet hair and apply shampoo.
11. Lather and massage scalp with fingertips.
12. Rinse hair until water runs clear.
13. Cover hair with towel.
14. Remove collection container and waterproof covering.
15. Before drying and combing hair, raise head of bed.
16. Dry and comb resident's hair according to resident's preference.
17. Before leaving resident, place call button within resident's reach.
18. Empty, rinse, and wipe bath basin, and return to proper storage.
19. Clean comb/brush and return hair dryer and comb/brush to proper storage.
20. Place soiled linen in soiled linen container.
21. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SUPPLEMENTAL SKILL # D**HELPING A RESIDENT TO STAND AND WALK WITH/WITHOUT
GAIT BELT**

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Explain the procedure to the resident, speaking clearly and slowly, maintaining face-to-face contact whenever possible.
4. Before ambulating, put on and properly fasten non-skid footwear.
5. Before standing resident, place bed at a safe and appropriate level for the resident.
6. Stand in front of and facing resident.
7. Brace resident's lower extremities.
8. With Gait Belt (transfer belt): Place belt around resident's waist and grasp the belt, while assisting resident to stand.

Without Gait Belt (transfer belt): Place arm around resident's torso under resident's armpits, while assisting resident to stand.

9. With Gait Belt: Walk slightly behind and to one side of resident for the full distance, while holding onto the belt.

Without Gait Belt: Walk slightly behind and to one side of resident for the full distance, with arm supporting resident's back.

10. After ambulation, assist resident to a position of comfort and safety in bed and remove gait belt, if used.
11. Before leaving resident, place call button within resident's reach.
12. Wash hands as final step.

CLINICAL SKILLS PERFORMANCE CHECK-OFF SHEET

Satisfactory Unsatisfactory

SUPPLEMENTAL SKILL #E**PROVIDING FOOT CARE**

1. Wash hands.
2. Greet resident, addressing resident by name, and introduce self.
3. Tell resident who you are and what you are going to do.
4. Provide privacy during this procedure with curtain, screen, or door.
5. Test water temperature and ensure it is safe and comfortable before placing resident's foot in water, and adjust if necessary.
6. Completely submerge resident's foot in water.
7. Remove foot from water, washing entire foot, including between toes, with soapy washcloth.
8. Rinse entire foot, including between toes.
9. Dry entire foot, including between toes.
10. Put lotion in own hand.
11. Warm lotion by rubbing your hands together.
12. Massage lotion into entire foot (top and bottom), removing excess (if any) with a towel.
13. Assist resident to replace sock.
14. Support foot and ankle properly throughout procedure.
15. Before leaving resident, place call button within resident's reach.
16. Empty, rinse, and wipe bath basin and return it to proper storage.
17. Dispose of soiled linen in soiled linen container.
18. Wash hands as final step.