

STAFFING SPECIALISTS

CORRECTIONS SKILLS CHECKLIST

This self evaluation is for assessing your experience in specific clinical areas. This self evaluation will not be a determining factor in accepting your application to become an employee of Supplemental Health Care.

1 = No Experience 2 = Limited Experience 3 = Experienced 4 = Highly Skilled

MEDS / IV THERAPY	1	2	3	4
Administer PO Medications				
Administer IM & SQ Meds				
Peripheral IV Insertion				
Use of Heparin / Saline Locks				
Needle-less Systems				
Administer IV Medications				
Discontinue Peripheral IVs				
Pain Assessment / Management				
Venipuncture for Lab Work				
Prepare Specimens for Lab				
ADMINISTRATIVE DUTIES	1	2	3	4
Documentation				
Maintain Clinic Flow				
Order Supplies / Equipment				
Restock Infirmary				
Use Computer to Obtain / Enter Info				
Assemble Medical Record				
Maintain Medical Record				
Manage Provider Orders				
Schedule Appointments				
Maintains Unit Logs / Records				
Multi-Disciplinary Planning				
OSHA Guidelines				
Inmate / patient Education				
RESPIRATORY	1	2	3	4
Establish Airway				
Assist with Intubation (ETT)				
Ventilate with Ambu-bag				
Suctioning				
Incentive Spirometry				
Nasal Cannula				
Face Masks				
NEUROLOGY	1	2	3	4
Neuro Assessment / Vital Signs				
Seizure Precautions				
Assist with Lumbar Puncture				
GENITOURINARY	1	2	3	4
Straight / Foley Cath Female				
Straight / Foley Cath Male				
Obtain / Instruct Clean Catch Urine				

GENERAL NURSING	1	2	3	4
Data Collection for Assessment:				
Correctional Health Admissions				
Vital Signs / Height / Weight				
Assist with Routine Health Services				
Assist with First Aide				
Initiates Emergency Procedures				
Discharge Physicals / Inmates				
Supervise Unlicensed Personnel				
Pulse Oximetry				
Urine Dipstick				
Blood Glucose Monitoring				
Assist w/ Basic Treatment Procedures				
Wound Care / Debridement				
Dressing Changes				
Wound Drains (JP/Hemovac)				
Positioning / Transferring				
Pre-Operative Care/Preparation				
Universal Precautions				
Center for Disease Control Guidelines				
Isolation Techniques				
Wrist Restraints				
Full Restraints				
Ambulatory Cuffs				
Alarm Systems				
Cultural Diversity				
Ethnic Awareness				
CARDIAC	1	2	3	4
Cardiac Assessment Vital Signs				
Perform 12-lead EKG				
Assist with Code				
Defibrillation / Cardioversion				
Cardiac Arrest / CPR				
GASTROINTESTINAL	1	2	3	4
Assess Bowel Sounds				
Assess GI Distress / Bleeding				
Insertion / Monitoring NG Tube				
Tube Feedings via Flexible Tubes				
Care of Patient With:				
Abdominal Wounds				
Drains				

