

Skills Testing Booklet

Page 1	Hand Hygiene
Page 2	Donning and Removing PPE (Gown & Gloves)
Page 3	Applies One Knee-High Elastic Stocking
Page 4	Assists to Ambulate Using Transfer (Gait) Belt
Page 5	Transfers from Bed to Wheelchair Using Transfer (Gait) Belt
Page 6	Feeds Client Who Cannot Feed Self
Page 7	Provides Mouth Care
Page 8	Cleans Upper or Lower Denture
Page 9	Provides Foot Care on One Foot
Page 10	Dresses Client with Affected (Weak) Right Arm
Page 11	Positions on Side
Page 12	Performs Modified (PROM) for One Knee and One Ankle
Page 13	Performs Modified (PROM) from One Shoulder
Page 14	Gives Modified Bed Bath (Face and One Arm, Hand, and Underarm)
Page 15	Assists with Use of Bed Pan
Page 16	Provides Perineal Care (Peri-Care) for Female
Page 17	Provides Catheter Care for Female
Page 18	Measures and Records Blood Pressure
Page 19	Measures and Records Urinary Output
Page 20	Counts and Records Radial Pulse
Page 21	Counts and Records Respirations
Page 22	Measures and Records Weight of Ambulatory Client

HAND HYGIENE

Must pass steps 5 and 7

Must successfully complete 7 of the remaining 8 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Address client by name and introduces self to client by name.								
2. Turns on water at sink.								
3. Wets hands and wrists thoroughly.								
4. Applies soap to hands.								
5. Lathers all surfaces of wrists, hands, and fingers producing friction, for at least 20 (twenty) seconds, keeping hands lower than the elbows and the fingertips down.								
6. Cleans fingernails by rubbing fingertips against palms of the opposite hand.								
7. Rinse all surfaces of wrists, hands, and fingers keeping hands lower than the elbows and the fingertips down.								
8. Uses clean, dry paper towel/towels to dry all surfaces of fingers, hands, and wrists starting at fingertips then disposes of paper towel/towels into waste container.								
9. Uses clean, dry paper towel/towels to turn off faucet then disposes of paper towel/towels into waste container or uses knee/foot to turn off faucet.								
10. Does not touch inside of sink at any time.								

DONNING AND REMOVING PPE (GOWN AND GLOVES)

Must pass steps 7 and 8

Must successfully complete 10 of the remaining 12 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Picks up gown and unfolds.								
2. Facing the back opening of the gown places arms through each sleeve.								
3. Fastens the neck opening.								
4. Secures gown at waist making sure that back of clothing is covered by gown (as much as possible).								
5. Puts on gloves.								
6. Cuffs of gloves overlap cuffs of gown.								
7. <u>Before</u> removing gown, with one gloved hand, grasps the other glove at the palm, remove glove.								
8. <u>Slips</u> fingers from ungloved hand underneath cuff of remaining glove at wrist, and removes glove turning it inside out as it is removed.								
9. Disposes of gloves into designated waste container without contaminating self.								
10. <u>After</u> removing gloves, unfastens gown at neck and waist.								
11. <u>After</u> removing gloves, removes gown without touching outside of gown.								
12. While removing gown, holds gown away from body without touching the floor, turns gown inward and keeps it inside out.								
13. Disposes of gown in designated container without contaminating self.								
14. <u>After</u> completing skill, washes hands.								

APPLIES ONE KNEE-HIGH ELASTIC STOCKING

Must pass step 8

Must successfully complete 8 of the remaining 9 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. Client is in supine position (lying down on bed) while stocking is applied.								
4. Turns stocking inside-out, at least to the heel.								
5. Places foot of stocking over toes, foot and heel.								
6. Pulls top of stocking over foot, heel, and leg.								
7. Moves foot and leg gently and naturally, avoiding force and over-extension of limb and joints.								
8. Finishes procedure with no twists or wrinkles and heel of stocking, if present, is over heel and opening in toe area (if present) is either over or under toe area; if using a mannequin, candidate may state stocking needs to be wrinkle-free								
9. Signaling device is within reach and bed is in low position.								
10. After completing skill, wash hands.								

ASSISTS TO AMBULATE USING TRANSFER BELT

Must pass steps 3 and 6

Must successfully complete 10 of the remaining 12 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. Before assisting to stand, client is wearing non-skid shoes/footwear.								
4. Before assisting to stand, bed is at a safe level.								
5. Before assisting to stand, checks and/or locks bed wheels.								
6. Before assisting to stand, client is assisted to sitting position with feet flat on the floor.								
7. Before assisting to stand, applies transfer belt securely at the waist over clothing/gown.								
8. Before assisting to stand, provides instructions to enable client to assist in standing including prearranged signal to alert client to begin standing.								
9. Stands facing client positioning self to ensure safety of candidate and client during transfer. Count to three (or says other prearranged signal) to alert client to begin standing.								
10. On signal, gradually assist client to stand by grasping transfer belt on both sides with an upward grasp (candidate's hands are in upward position), and maintaining stability of client's legs by standing knee to knee or toe to toe with client.								
11. Walks slightly behind and to one side of client for a distance of ten (10) feet, while holding onto the belt.								
12. After ambulation, assists client to bed and removes transfer belt.								
13. Signaling device is within reach and bed is in low position.								
14. After completing skill, washes hands.								

TRANSFERS FROM BED TO WHEELCHAIR USING TRANSFER BELT

Must pass steps 6 and 8

Must successfully complete 14 of the remaining 17 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> assisting to stand, wheelchair is positioned alongside of bed, at head of bed facing foot or foot of bed facing head.								
4. <u>Before</u> assisting to stand, footrests are folded up or removed.								
5. <u>Before</u> assisting to stand, bed is at safe level.								
6. <u>Before</u> assisting to stand, locks wheels on wheelchair.								
7. <u>Before</u> assisting to stand, checks and/or locks bed wheels.								
8. <u>Before</u> assisting to stand, client is assisted to a sitting position with feet flat on the floor.								
9. <u>Before</u> assisting to stand, client is wearing shoes.								
10. <u>Before</u> assisting to stand, applies transfer belt securely at the waist over clothing/gown.								
11. <u>Before</u> assisting to stand, provides instructions to enable client to assist in transfer including prearranged signal to alert when to begin standing.								
12. Stand facing client positioning self to ensure safety of candidate and client during transfer. Counts to three (or says other prearranged signal) to alert client to begin standing.								
13. On signal, gradually assists client to stand by grasping transfer belt on both sides with an upward grasp (candidate's hands are in upward position) and maintaining stability of client's legs.								
14. Assists client to turn to stand in front of wheelchair with back of client's legs against wheelchair.								
15. Lowers client into wheelchair.								
16. Positions client with hips touching back of wheelchair and transfer belt is removed.								
17. Positions feet on footrests.								
18. Signaling device is within reach.								
19. <u>After</u> completing skill, washes hands.								

FEEDS CLIENT WHO CANNOT FEED SELF

Must pass step 3

Must successfully complete 10 of the remaining 14 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. <u>Before</u> feeding, looks at name on tray and asks client to state name.								
3. <u>Before</u> feeding client, client is in an upright sitting position (75-90 degrees).								
4. Places tray where the food can be easily seen by client.								
5. Candidate cleans client's hands with hand wipe <u>before</u> beginning feeding.								
6. Candidate sits facing client during feeding.,								
7. Tells client what foods are on the tray.								
8. Asks what client would like to eat first.								
9. Using spoon, offers client one bite of each type of food on tray, telling client the contents of each spoonful.								
10. Offers beverage at least once during meal.								
11. Candidate asks client if they are ready for the next bite of food or sip of beverage.								
12. At the end of meal, candidate cleans client's mouth and hands with wipes.								
13. Removes food tray and places tray in designated dirty supply area.								
14. Leaves client in upright sitting position (75-90 degrees) with signaling device within client's reach.								
15. <u>After</u> completing skill, washes hands.								

PROVIDES MOUTH CARE

Must pass step 8

Must successfully complete 11 of the remaining 14 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> providing mouth care, client is in upright sitting position (75-90 degrees).								
4. Puts on clean gloves <u>before</u> cleaning mouth.								
5. Places clothing protector across chest <u>before</u> providing mouth care.								
6. Secures cup of water and moistens toothbrush.								
7. <u>Before</u> cleaning mouth, applies toothpaste to moistened toothbrush.								
8. Cleans mouth (including tongue and surfaces of teeth), using gentle motions.								
9. Maintains clean technique with placement of toothbrush.								
10. Candidate holds emesis basin to chin while client rinses mouth.								
11. Candidate wipes mouth and removes clothing protector.								
12. Disposes of used linen into soiled linen container.								
13. Rinses toothbrush and empties, rinses, and dries basin. Place toothbrush in designated basin/container.								
14. <u>Removes</u> and disposes of gloves (without contaminating self) into waste container and washes hands.								
15. Signaling device is within reach and bed is in low position.								

CLEANS UPPER OR LOWER DENTURE

Must successfully complete 10 of the 12 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Puts on clean gloves <u>before</u> handling denture.								
2. Bottom of sink is lined and/or sink is partially filled with water <u>before</u> denture is held over sink.								
3. Rinses denture in moderate temperature running water <u>before</u> brushing them.								
4. Applies toothpaste to toothbrush.								
5. Brushes all surfaces of denture.								
6. Rinses all surfaces of denture under moderate temperature running water.								
7. <u>Before</u> placing denture into cup rinses denture cup and lid.								
8. Places denture in denture cup with moderate temperature water/solution and places lid on cup.								
9. Rinses toothbrush and places in designated toothbrush basin/container.								
10. Maintains clean technique with placement of toothbrush and denture.								
11. Sink liner is removed and disposed of appropriately and/or sink is drained.								
12. <u>After</u> rinsing equipment and disposing of sink liner, removes and disposes of gloves (without contaminating self) into waste container and washes hands (turn water off with papertowel).								

PROVIDES FOOT CARE ON ONE FOOT

Must successfully complete 14 of the 17 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> washing, checks water temperature for safety and comfort and asks client to verify comfort of water.								
4. Basin is in a comfortable position for client and on protective barrier.								
5. Puts on clean gloves <u>before</u> washing foot.								
6. Client's bare foot is placed into the water.								
7. Applies soap to wet washcloth.								
8. Lifts foot from water and washes foot (including between toes).								
9. Foot is rinsed (including between toes).								
10. Dries foot (including between toes).								
11. Applies lotion to top and bottom of foot, removing excess (if any) with a towel.								
12. Supports foot and ankle during procedure.								
13. Empties, rinses, and dries basin.								
14. <u>After</u> rinsing and drying basin, places basin in designated dirty supply area.								
15. Disposes of used linen into soiled linen container.								
16. <u>After</u> cleaning foot and equipment, and disposing of used linen, removes and disposes of gloves (without contaminating self) into waste container and washes hands.								
17. Signaling device is within reach.								

DRESSES CLIENT WITH AFFECTED (WEAK) RIGHT ARM

Must pass step 7

Must successfully complete 8 of the remaining 10 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. Asks which shirt he/she would like to wear and dresses him/her in shirt of choice.								
4. Avoids overexposure of client by ensuring client's chest is covered.								
5. Removes gown from the left (unaffected side) first, then removes gown from the right (affected/weak) side.								
6. Before dressing client, disposes of gown into soiled linen container.								
7. Assists to put the right (affected/weak) arm through the right sleeve of the shirt <u>before</u> placing garment on left (unaffected) arm.								
8. While putting on shirt, moves body gently and naturally, avoiding force and over-extension of limbs and joints.								
9. Finishes with clothing in place.								
10. Signaling device is within reach and bed is in low position.								
11. <u>After</u> completing skill, washes hands.								

POSITIONS ON SIDE

Must successfully complete 10 of the 12 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> turning, lowers head of bed.								
4. Raises side rail on side to which body will be turned.								
5. Slowly rolls onto side as one unit toward raised side rail.								
6. Places or adjusts pillow under head for support.								
7. Candidate positions client so that client is not lying on arm.								
8. Supports top arm with supportive device.								
9. Places supportive device behind client's back.								
10. Places supportive device between legs with top knee flexed; knee and ankle supported.								
11. Signaling device is within reach and bed is in low position.								
12. <u>After</u> completing skill, washes hands.								

PERFORMS MODIFIED (PROM) FOR ONE KNEE AND ONE ANKLE

Must pass steps 4 & 5

Must successfully complete 4 of the remaining 5 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. Ensures the client is supine in bed and instructs client to inform candidate if pain is experienced during exercise.								
4. While supporting the leg at knee and ankle, bends the knee and then returns leg to client's normal position (flexion/extension) (AT LEAST 3 TIMES unless pain is verbalized. Moves joints gently, slowly and smoothly through the range of motion, discontinuing exercise if client verbalizes pain.								
5. While supporting the foot and ankle close to the bed, pushes/pulls foot toward head (dorsiflexion), and pushes/pulls foot down, toes point down (plantar flexion) (At LEAST 3 TIMEES unless pain is verbalized). Moves joints gently, slowly, and smoothly through the range of motion, discontinuing exercise if client verbalizes pain.								
6. Signaling device is within reach and bed is in low position.								
7. <u>After</u> completing skill, washes hands.								

PERFORMS MODIFIED (PROM) FOR ONE SHOULDER

Must pass steps 4 and 5

Must successfully complete 4 of the remaining 5 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. Instructs client to inform candidate if pain is experienced during exercise.								
4. While supporting arm at elbow and at the wrist, raises client's straightened arm from side position upward toward head to ear level and returns arm down to side of body (flexion/extension) (AT LEAST 3 TIMES unless pain is verbalized). Supporting the limb, moves joint gently, slowly, and smoothly through the range of motion, discontinuing exercise if client verbalizes pain.								
5. While supporting arm at the elbow and at the wrist, moves client's straightened arm away from the side of body to shoulder level and returns to side of body (abduction/adduction) (AT LEAST 3 TIMES unless pain is verbalized). Supporting the limb, moves joint gently, slowly, and smoothly through the range of motion, discontinuing exercise if client verbalizes pain.								
6. Signaling device is within reach and bed is in low position.								
7. <u>After</u> completing skill, washes hands.								

GIVES MODIFIED BED BATH (FACE AND ONE ARM, HAND, AND UNDERARM)

Must pass step 6

Must successfully complete 15 of the remaining 18 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. Removes gown and places in soiled linen container, while ensuring client's chest and lower body is covered.								
4. <u>Before</u> washing, checks water temperature for safety and comfort and asks client to verify comfort of water.								
5. Puts on clean gloves <u>before</u> washing client.								
6. Beginning with eyes, washes eyes with wet washcloth (no soap), using a different area of the washcloth for each stroke, washing inner aspect to outer aspect then proceeds to wash face.								
7. Dries face with dry towel/washcloth.								
8. Exposes one arm and places towel underneath arm.								
9. Applies soap to wet washcloth.								
10. Washes fingers (including fingernails), hand, arm, and underarm keeping rest of body covered.								
11. Rinses and dries fingers, hand, arm, and underarm.								
12. Moves body gently and naturally, avoiding force and over-extension of limbs and joints.								
13. Puts clean gown on client.								
14. Empties, rinses, and dries basin.								
15. <u>After</u> rinsing and drying basin, places basin in designated dirty supply area.								
16. Disposes of linen into soiled linen container.								
17. Avoids contact between candidate clothing and used linens.								
18. <u>After</u> placing basin in designated dirty supply area, <u>and</u> disposing of used linen, removes and disposes of gloves (without contaminating self) into waste container and washes hands.								
19. Signaling device is within reach and bed is in low position.								

ASSISTS WITH USE OF BED PAN

Must successfully complete 14 of 17 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> placing bedpan, lowers head of bed.								
4. Puts on clean gloves <u>before</u> handling bedpan.								
5. Places bedpan correctly under client's buttocks.								
6. Removes and disposes of gloves (without contaminating self) into waist container and washes hands.								
7. <u>After</u> positioning client on bedpan and removing gloves, raises head of bed.								
8. Toilet tissue is within reach.								
9. Hand wipe is within reach and client is instructed to clean hands with hand wipe when finished.								
10. Signaling device is within reach and client is asked to signal when finished.								
11. Puts on clean gloves <u>before</u> removing bedpan.								
12. Head of bed is lowered <u>before</u> bedpan is removed.								
13. Ensures client is covered except when placing and removing bedpan.								
14. Empties and rinses bedpan and pours rinse into toilet.								
15. <u>After</u> rinsing bedpan, places bedpan in designated dirty supply area.								
16. <u>After</u> placing bedpan in designated dirty supply area, removes and disposes of gloves (without contaminating self) into waste container and washes hands.								
17. Signaling device is within reach and bed is in low position.								

PROVIDES PERINEAL CARE (PERI-CARE) FOR FEMALE

Must pass steps 8 & 9

Must successfully complete 15 of the remaining 18 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> washing, checks water temperature for safety and comfort, and asks client to verify comfort of water.								
4. Puts on clean gloves <u>before</u> perineal area.								
5. Places waterproof pad/linen protector under perineal area including buttocks <u>before</u> washing.								
6. Exposes perineal area (Only exposing between hips and knees).								
7. Applies soap to wet washcloth.								
8. Washes genital area, moving from front to back, while using a clean area of the washcloth for each stroke.								
9. Using clean washcloth, rinses soap from genital area, moving from front to back, using a clean area of the washcloth for each stroke.								
10. Dries genital area moving from front to back with towel.								
11. <u>After</u> washing genital area, turns to side, then washes and rinses rectal area moving from front to back, using a clean area of washcloth for each stroke.								
12. Using clean washcloth, rinses soap from rectal area, moving from front to back, while using a clean area of the washcloth for each stroke.								
13. Dries rectal area mving from front to back with dry cloth towel/washcloth.								
14. Repositions client.								
15. Empties, rinses, and dries basin.								
16. <u>After</u> rinsing and drying basin, places basin in designated dirty supply area.								
17. Disposes of used linen into soiled linen container and disposes of linen protector appropriately.								
18. Avoids contact between candidate clothing and used linen.								
19. <u>After</u> disposing of used linen, and placing used equipment in designated dirty supply area, removes and disposes of gloves (without contaminating self) into waste container and washes hands.								
20. Signaling device is within reach and bed is in low position.								

PROVIDES CATHETER CARE FOR FEMALE

Must pass steps 8 and 9

Must successfully complete 12 of the remaining 14 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Privacy is provided with a curtain, screen, or door.								
3. <u>Before</u> washing, checks water temperature for safety and comfort and asks client to verify comfort of water.								
4. Puts on clean gloves <u>before</u> washing.								
5. Places linen protector (waterproof pad) under perineal area including buttocks <u>before</u> washing.								
6. Exposes area surrounding catheter while avoiding overexposure of client.								
7. Applies soap to wet washcloth.								
8. While holding catheter at meatus without tugging, cleans at least four inches of catheter from meatus, moving in only one direction (i.e., away from meatus) using a clean area of the cloth for each stroke.								
9. While holding catheter at meatus without tugging, rinses at least four inches of catheter from meatus, moving only in one direction, away from meatus, using a clean area of the cloth for each stroke.								
10. While holding catheter at meatus without tugging, dries at least four inches of catheter moving away from the meatus.								
11. Empties, rinses, and dries basin.								
12. <u>After</u> rinsing and drying basin, places basin in designated dirty supply area.								
13. Disposes of used linen into soiled linen container and disposes of linen protector appropriately.								
14. Avoids contact between candidate clothing and used linen.								
15. <u>After</u> disposing of used linen and cleaning equipment, removes and disposes of gloves (without contaminating self) into waste container and washes hands.								
16. Signaling device is within reach and bed is in low position.								

MEASURES AND RECORDS BLOOD PRESSURE

Must pass step 12

Must successfully complete 9 of the remaining 11 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. <u>Before</u> using stethoscope, wipes bell/diaphragm and earpieces of stethoscope with alcohol.								
3. Client's arm is positioned with palm up and upper arm is exposed.								
4. Feels for brachial artery on inner aspect of arm, at bend of elbow.								
5. Places blood pressure cuff snugly on client's upper arm, with sensor/arrow over brachial artery site.								
6. Earpieces of stethoscope are in ears and bell/diaphragm is over brachial artery site.								
7. Candidate inflates cuff between 160 mmHg to 180 mmHg. If beat heard immediately upon cuff deflation, completely deflate cuff. Re-inflate cuff to no more than 200 mmHg.								
8. Deflates cuff slowly and notes the first sound (systolic reading), and last sound (diastolic reading) (If rounding needed, measurements are rounded UP to the nearest 2 mmHg).								
9. Removes cuff.								
10. Signaling device is within reach.								
11. <u>Before</u> recording, washes hands.								
12. <u>After</u> obtaining reading using BP cuff and stethoscope, records both systolic and diastolic pressures each within plus or minus 8 mm of evaluator's reading.								

MEASURES AND RECORDS URINARY OUTPUT

Must pass step 8

Must successfully complete 6 of the remaining 7 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Puts on clean gloves <u>before</u> handling bedpan.								
2. Pours the contents of the bedpan into measuring container without spilling or splashing urine outside of container.								
3 Rinses bedpan and pours rinse into toilet.								
4. Measures the amount of urine at eye level with container on flat surface. (Round up to nearest 25ml/cc if between measurement lines)								
5. After measuring urine, empties contents of measuring container into toilet.								
6. Rinses measuring container and pours rinse into toilet								
7. <u>After</u> rinsing equipment, and <u>before</u> recording output, removes and disposes of gloves (without contaminating self) into waste container and washes hands.								
8. Records contents of container within plus or minus 25 ml/cc of evaluator's reading.								

COUNTS AND RECORDS RADIAL PULSE

Must pass step 6

Must successfully complete 4 of the remaining 5 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Must knock and introduce yourself. Explain procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Places fingertips on thumb side of client's wrist to locate radial pulse.								
3. Count beats for one full minute.								
4. Signaling device is within reach.								
5. <u>Before</u> recording, washes hands.								
6. <u>After</u> obtaining pulse by palpating in radial artery position, records pulse rate within plus or minus 4 beats of evaluator's reading.								

COUNTS AND RECORDS RESPIRATIONS

Must pass step 5

Must successfully complete all of the remaining 4 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible. Must ask client if you can rest hand on them to assist with counting.								
2. Counts respirations for one full minute.								
3. Signaling device is within reach.								
4. <u>Before</u> recording, washes hands.								
5. Records respiration rate within plus or minus 2 breaths of evaluator's reading.								

MEASURES AND RECORDS WEIGHT OF AMBULATORY CLIENT

Must pass step 7

Must successfully complete 5 of the remaining 6 steps

STEPS	1		2		3		4	
	YES	NO	YES	NO	YES	NO	YES	NO
1. Explains procedure, speaking clearly, slowly, and directly, maintaining face-to-face contact whenever possible.								
2. Ensure client has non-skid shoes (touch shoes of client) on <u>before</u> walking to scale.								
3. <u>Before</u> client steps on scale, candidate sets scale to zero.								
4. Asks client to step on center of scale and obtain client's weight.								
5. Ask client to step off scale.								
6. <u>Before</u> recording, washes hands.								
7. Records weight based on indicator on scale. Weight is within plus or minus 2 lbs. of evaluator's reading. (If weight is recorded in kg weight is within plus or minus 0.9 kg of evaluator's reading).								