

Your Hospital
Department of Nursing

KEY

O = Observation

N = Narrative Review

T = Test

NA = Not Applicable if unit
not requiring

Self-Assessment Checklist For Agency Continuous Observer

	Never Done	Can Do Independently	Valid by RN as needed
I. Problem Solving/Physiological Dimension			
A. Functions within role of Continuous Observer as follows:			
1. Identifies self by name and as Continuous Observer to patient/family.			
2. Identifies nurse co-assigned to patients.			
3. Understands need to have competency completed.			
4. Recognizes need for nurse to perform identified procedures.			
5. Demonstrates understanding of need for validation by an RN for any new procedure.			
6. Records all inservices/mandatory on education record.			
7. Understands need for yearly mandatory validations (CPR, bloodborne disease, hazardous communications).			
8. Respects and provides for patient confidentiality.			
9. Follows legal, ethical and hospital rules of conduct.			
B. Completes assignment as follows:			
1. Obtains assignment and pertinent information from appropriate resources (report, Kardex, communication board...) nurse.			
2. Interprets abbreviations contained on Kardex.			
3. Clarifies questions/concerns about assignment with nurse.			
4. Uses a worksheet to organize assignment and provide for recording information.			
5. Informs nurse(s) if behind in assignment.			
6. Reports changes/significant information to responsible nurse.			
7. Reports off when leaving unit and at end of shift.			
8. Calls unit appropriately for absence/tardiness.			
9. Absence/tardiness is not excessive and is for well-founded reason.			
C. Performs duties safely as evidenced by the following:			
1. Completes the following mandatory sessions and post-tests:			
a. universal precautions			
b. bloodborne disease			
c. electrical safety			
d. hazardous communications			
e. back injury prevention			
f. CPR/Heimlich			
2. Applies principles of infection control.			
a. medical aseptic technique			
i. handwashing			
ii. principle of clean to dirty			
b. airborne isolation			
c. universal precautions			
d. neutropenic precautions			

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II. Technical Dimension			
A. Demonstrates safe usage of the following:			
1. Bed.			
2. Electrical appliances.			
3. Restraints.			
4. Furniture/trays/tables.			
III. Physical Dimension			
A. Applies principles of body mechanics as follows:			
1. Stationery functions (bed making...)			
2. Lifting.			
3. Moving patients/transfers.			
4. Ambulating patients.			
5. Turning/positioning patients.			
B. Verifies patient identity consistently.			
C. Provides for patient safety as follows:			
1. Call bell.			
2. Wheel locked bed/chair.			
3. Side rails in position.			
4. Bed in low position.			
5. Items within reach (phone, bedpan...)			
D. Answers call lights promptly.			
E. Provides for patient privacy appropriately.			
F. Provides assistance in meeting the following ADL/daily needs.			
1. Hygienic care.			
a. bathing			
b. mouth care			
c. shaving			
d. Foley catheter			
2. Environmental care.			
a. bed making			
b. supplies cleaned, put away, discarded restocked			
c. furniture tops cleaned			
d. care of patient unit - ensures neat, orderly, clean			
e. maintains safe environment			
3. Nutrition			
a. provides care/positions patients for optimal eating			
b. familiar with patient diet restrictions			
c. checks tray for appropriateness/completeness			
d. obtains missing or allowable requested items			
e. assists/feeds patient			
f. provides for additional nourishment, as needed			
4. Elimination			
a. offers patient appropriate toileting			
b. assists patient			
c. monitors/measures output			
i. urine			
ii. stool			
iii. emesis			
d. reports any patient difficulty with elimination or low output			

5. Skin integrity/positioning.			
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	Never Done	Can Do Independently	Valid by RN as needed
a. inspects skin & communicates changes (redness, swelling, openings)			
b. changes patient position q2h prn			
c. uses protective devices (pillows...)			
d. utilizes special mattress/overlays.			
e. applies the following restraints and reapplies, as ordered.			
i. Posey jacket			
ii. limb restraints			
iii. mitts			
6. Transporting.			
G. Admission, transfer, assists with discharge			
IV. Psychosocial Dimension			
A. Greets patient appropriately and respectfully			
B. Communicates effectively as follows:			
1. Language.			
a. use			
b. understanding			
c. obtaining information			
d. giving information			
e. conveying information			
2. Listening.			
3. Pleasant - cheerful disposition.			
4. Asks questions if unsure.			
5. Identifies patients who have difficulty as follows and provide alternative ways to communicate with them.			
a. non-English speaking			
b. deaf or hard of hearing			
c. blind			
d. confused/agitated			

Comments: _____

This pre-assessment reflects an accurate description of my clinical abilities:

Orientee's signature _____ Date _____ Unit _____

Validator signatures: Please indicate if you are functioning in the role of preceptor with this orientee. (P)

Initials	Full name & status
_____	_____
_____	_____
_____	_____
_____	_____