

**CCM RECRUITMENT INTERNATIONAL**  
**-DAY SURGERY SKILLS CHECKLIST-**  
**RECOVERY ROOM STAGE II, PRE-OP AREA, PROCEDURE ROOMS**

NAME OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

<p><b>HOW TO COMPLETE THIS FORM:</b></p> <p>A thorough evaluation of your skill level in various specialty areas will enable us to locate assignments that are suitable to your skills and the needs of our patients. Please place an "X" in the box that most accurately describes your level of expertise for the skills listed.</p>	<p><b>LEVELS OF PROFICIENCY:</b></p> <p>A = Perform Well (at least one year of current experience, very comfortable performing without supervision).            B = Limited Experience (6-12 months, within the past two years, would require some assistance).            C = Perform Infrequently (less than three months of experience, need more experience and practice, assistance required).            D = No Experience (have never performed this task, willing to learn).</p>
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SKILL	A	B	C	D	COMMENTS (IF ANY)
<b>ASSESSMENTS</b>					
Pre and Post-Anesthetic:					
Adult					
Pediatrics					
Complete Head to Toe Physical Assessments:					
Adult					
Pediatric					
Aldrete Score Assessment					
Activity					
Respiration					
Circulation					
Consciousness					
Oxygenation					
<b>AIRWAY MANAGEMENT</b>					
Care of The Sedated Patient:					
Adult					
Pediatric					
Tracheostomy Care					
Insertion of Airways					
Oral					
Nasal					
Patient Positioning					
Pediatric					
Adult					
<b>CONCEPTS &amp; KNOWLEDGE OF ANESTHETIC AGENTS</b>					
Inhalation					
Intravenous					
Muscle Relaxants					
Regional					
Local					

SKILL	A	B	C	D	COMMENTS (IF ANY)
Gel insertion					
Eye drops					
Care of peribulbar blocks					
<b>MONITORING</b>					
Marquette Eagle 3000 Monitors					
Pulse oximetry					
ECG Interpretation/Application of Leads					
Sinus Rhythm					
Asystole					
Ventricular Fibrillation					
Ventriular Tachycardia					
Care of Central Venous Catheters					
<b>OXYGEN ADMINISTRATION</b>					
Set-up: Humidifier					
Aerosol					
Use Of Ambu-bag in emergencies					
<b>INTRA – OP CARE, SCUBBING AND CIRCULATING FOR:</b>					
Cystoscopy					
ESWL					
<b>POST-OP CARE OF</b>					
Biopsies					
Diagnostic Laparoscopy					
Laparoscopic Appendectomy					
Laparoscopic Cholecystectomy					
Hernias					
Vascular Access Device Insertion					
Esophageal Dilatation					
Circumcision					
Cystoscopy					
ESWL					
Tonislectomy and Adenoidectomy					
ENT - endoscopy					
Myringotomy					
Laryngoscopy					
Colonoscopy					
Sigmoidoscopy					
Cervical Cerclage					
D and C of Uterus					
Tubal Ligation					
<b>SPECIAL CONSIDERATIONS</b>					
Post-op Nausea & Vomiting					
Pain Assessment and Management					
Hypo/Hyperthermia					
Insertion of IV					
<b>PROCEDURE ROOM</b>					
Aseptic Technique					

SKILL	A	B	C	D	COMMENTS (IF ANY)
Administration and monitoring of conscious sedation					
<b>MANAGEMENT OF POST-OP PATIENT ANESTHETIC COMPLICATION</b>					
Laryngospasm					
Airway Obstruction					
Hypertension/Hypotension					
Dysrhythmias					
Hemorrhage/Shock					
Emergency Re-intubation					
Basic Life Support Certification					
<b>PATIENT EDUCATION</b>					
Pre-op teaching					
Post-op teaching					
Discharge planning					
<b>COMPUTER SKILLS</b>					
Windows					
ORSOS					
CERNER					
<b>LEADERSHIP</b>					
Preceptor of new staff					
Charge Nurse					

Describe your Day Surgery Experience:
Average number of cases per day:
Nurse/patient ratio:
Years of recent Day Surgery experience:
Day Surgery related inservices or special projects you have been involved with:

***Applicants need to know that a large percentage of the Day Surgery Patients are Pediatric.***

Signature of the applicant: \_\_\_\_\_ Date: \_\_\_\_\_