**Model Arkansas Nursing Assistant Competency Checklist**

Name of Nursing Assistant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Employment +120 Days: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Competency Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Administrator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Administrator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*Model Revised 4/7/2020*

*Based on:*

*Rules for the Arkansas Long-term Care Facility Nursing Assistant Training Program*

*(Revised January 2020)*

*Long-term Care Facility Nursing Assistant Training Curriculum*

*(Revised January 2019)*

| **Competency** | **Approved By / Date** |
| --- | --- |
| Initial Steps: See Care Skills #1 |  |
| Final Steps: See Care Skills #2 |  |
| Infection Control Practices |  |
| Communication and Interpersonal Skills |  |
| Knowledge of Resident Rights |  |
| Knowledge of Abuse and Neglect |  |
| Knowledge of Personal Possessions and Misappropriations |  |
| Knowledge of Personal Protective Equipment (PPE) |  |
| Handwashing / Hand Hygiene |  |
| Use of Gloves (PPE) |  |
| Use of Gown (PPE) |  |
| Use of Mask (PPE) |  |
| Fire Protocols |  |
| Use of Fire Extinguisher |  |
| Falling or Fainting Procedures. |  |
| Choking  (including Heimlich maneuver) |  |
| Knowledge of Burns/Scalds |  |
| Knowledge of Poisoning |  |
| Seizures |  |
| Unoccupied Bed Protocols |  |
| Thickened Liquids Protocols. |  |
| Measure & Record Fluid Intake / Urinary Output |  |
| Passing Fresh Ice Water |  |
| Serving Meal Tray |  |
| Knowledge of Proper Nutrition and Hydration |  |
| Knowledge of Respiratory System |  |
| Knowledge of the Urinary System |  |
| Knowledge of the Nervous System |  |
| Knowledge of the Circulatory System |  |
| Knowledge of the Musculoskeletal System |  |
| Knowledge of the Gastrointestinal System |  |
| Knowledge of Endocrine System |  |
| Knowledge of the Reproductive System |  |
| Knowledge of the Lymphatic and Immune Systems |  |
| Use of Oxygen |  |
| Nasal Cannula Care |  |
| Shower / Shampoo |  |
| Bed Bath |  |
| Catheter Care / Perineal Care |  |
| Back Rub Protocols |  |
| Shampoo Hair in Bed |  |
| Whirlpool |  |
| Oral Care |  |
| Oral Care for Unconscious Resident |  |
| Denture Care |  |
| Shaving with an Electric Razor |  |
| Shaving with a Safety Razor |  |
| Comb / Brush Hair |  |
| Fingernail Care |  |
| Foot Care |  |
| Changing a Resident’s Gown |  |
| Dressing a Dependent Resident |  |
| Assist to Bathroom |  |
| Bedside Commode |  |
| Bedpan / Fracture Bedpan |  |
| Use of Urinal |  |
| Empty Urinary Drainage Bag |  |
| Urine Specimen Collection |  |
| Stool Specimen Collection |  |
| Application of Incontinent Brief |  |
| Assist Resident to Move to Head of Bed |  |
| Supine Position |  |
| Lateral Position & Side to Side |  |
| Fowler’s Position |  |
| Semi-Fowler’s Position |  |
| Use of Wheelchair / Geriatric Chair |  |
| Transfer to Chair |  |
| Sit on Edge of Bed |  |
| Using a Gait Belt to Assist with Ambulation |  |
| Assist with Walking |  |
| Assist with Walker |  |
| Assist with Cane |  |
| Using a Portable Mechanical Resident Lift |  |
| Transfer to Stretcher / Shower / Bed |  |
| Transfer: Two-person Lift |  |
| Knowledge of Integumentary System and Basic Skin Care |  |
| Float Heels |  |
| Bed Cradle |  |
| Feeding |  |
| Oral Temperature (Electronic) |  |
| Axillary Temperature |  |
| Pulse and Respiration |  |
| Practical use of the Pulse Oximeter |  |
| Blood Pressure |  |
| Height |  |
| Weight |  |
| Application of Physical Restraints |  |
| Passive Range of Motion |  |
| Splint Application |  |
| Abdominal Binder |  |
| Knee Immobilizer |  |
| Palm Cones |  |
| Assisting with Hearing Aids |  |
| Assisting with Elastic / Compression Stocking Application or Ted Hose |  |
| Knowledge of Special Care Needs |  |
| Knowledge of IV or PICC Lines and the Role of the Nurse Aid in caring for IV/PICC |  |
| Knowledge of Cognitive Impairment / Dementia / Alzheimer’s |  |
| Knowledge of Mental Health, Depression, and Social Needs |  |
| Admission of Resident |  |
| Transfer / Discharge of the Resident to another Facility |  |
| Discharge of Resident to Home |  |
| Knowledge of the Role of Hospice |  |
| Knowledge of Care of the Dying Resident |  |
| Knowledge of Signs / Symptoms of Impending Death |  |
| Postmortem Care |  |
| Knowledge of Disposition of Personal Belongings |  |
| Knowledge of the Stages of Reaction to Death |  |
| Knowledge of Day-to-Day Time Management / Resident Care |  |
| Knowledge of Interdisciplinary Care Plan Meetings |  |
| Knowledge of Techniques to Reduce Stress / Burnout |  |