**Instructions:**

* Email the completed form to the Division of Health Service Regulation (DHSR). Incomplete forms will be returned.
	+ Email: DHSR.EducationConsultant@dhhs.nc.gov
* Contact your [Education Consultant](https://info.ncdhhs.gov/dhsr/hcpr/consultants.html) with any questions or concerns.

**Name of Training Program:**

**County Location of Training Program:**

**Name of Individual Who Completed the Form:**

**Date of Submission to DHSR:**

**List Applicable Program Number(s):**

| **Starred****Skills** | **✔ or X** | **SKILL NAME AND NUMBER FROM APPENDIX A** |
| --- | --- | --- |
| ★ |       | 1. Providing complete/partial bed bath
 |
| ★ |       | 1. Dressing and undressing
 |
| ★ |       | 1. Perineal care

 3.1 Providing perineal care for male |
|       |  3.2 Providing perineal care for female |
| ★ |       | 1. Making an occupied bed
 |
| ★ |       | 1. Providing foot care for both feet
 |
| ★ |       | 1. Providing fingernail care for both hands
 |
| ★ |       | 1. Providing mouth care
 |
| ★ |       | 1. Providing mouth care for unconscious resident
 |
| ★ |       | 1. Providing mouth care for cognitively impaired resident
 |
| ★ |       | 1. Assisting with denture care
 |
|  |       | 1. Assisting with oral hygiene
 |
|  |       | 1. Assisting with shaving
 |
|  |       | 1. Hair care
	1. Providing hair care
 |
|       |  13.2 Shampooing as needed |
|  |       | 1. Giving tub bath or shower (per clinical environment)
 |
|  |       | 1. Providing backrub
 |
| ★ |       | 1. Performing hand hygiene
2. Washing hands with soap and water
 |
|       |  16.2 Using alcohol-based handrub |
| ★ |       | 17. Putting on & taking off Personal Protective Equipment (PPE) – Gown, gloves, mask 17.1 Gown |
|       |  17.2 Gloves |
|       |  17.3 Mask |
| ★ |       | 18. Measuring and recording combined vital signs (BP (manual), temperature, pulse (radial),  respirations) 18.1 Measuring and recording BP (manual) |
|       |  18.2 Measuring and recording temperature (electronic device used by clinical site) |
|       |  18.3 Measuring and recording pulse (radial) |
|       |  18.4 Measuring and recording respirations |
|       |  18.5 Reading a non-mercury liquid-filled glass thermometer |
|  |       | 1. Measuring and recording oral temperature (non-mercury liquid-filled glass thermometer)
 |
|  |       | 1. Measuring and recording axillary temperature (non-mercury liquid-filled glass thermometer)
 |
|  |       | 1. Measuring and recording rectal temperature (non-mercury liquid-filled glass thermometer)
 |
| ★ |       | 1. Measuring and recording:

 22.1 Height (balance scale) |
|       | 22.2 Weight (balance scale) |
| ★ |       | 1. Collecting routine urine specimen
 |
| ★ |       | 1. Assisting with use of:

 24.1 Bathroom |
|       |  24.2 Bedside commode |
|       |  24.3 Bedpan |
|       |  24.4 Urinal |
|       | 24.5 Measuring and recording urinary output |
| ★ |       | 25. Catheter care 25.1 Providing catheter care for male |
|       |  25.2 Providing catheter care for female |
|       |  25.3 Emptying urinary drainage bag |
|  |       | 1. Changing adult brief
 |
|  |       | 1. Collecting stool specimen
 |
|  |       | 1. Applying and caring for condom catheters
 |
|  |       | 1. Administering cleansing enema
 |
| ★ |       | 30. Dining 30.1 Assisting with dining/feeding resident who cannot feed self |
|       |  30.2 Measuring and recording intake |
|  |       | 31 Performing relief of choking |
| ★ |       | 32. Performing range of motion (ROM) exercises (active/passive head-to-toe)  |
| ★ |       | 33. Transferring from bed to wheelchair/chair |
| ★ |       | 34. Moving in bed 34.1 Moving up in bed using turning sheet |
|       |  34.2 Positioning on side |
| ★ |       | 35. Assisting with ambulation |
|  |       | 36. Applying restraints |
|  |       | 37. Assisting to dangle, stand and walk |
|  |       | 38. Using mechanical lift (per clinical environment) |
|  |       | 39. Transferring from bed to stretcher (per clinical environment |
|  |       | 40. Assisting to move up in bed |
| ★ |       | 41. Applying anti-embolism (elastic) stockings |
|  |       | 42. Applying warm or cold treatments |
|  |       | 43. Applying elastic bandages |
|  |       | 44. Assisting with coughing and deep breathing |
|  |       | 45. Applying non-sterile dressing |
|  |       | 46. Performing post-mortem care |
|  |       | Skill specific skill |
|  |       | School specific skill |