

Ambulatory GI Lab Skills

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Name:		Employee ID #:
Unit:		Title:
Due Date:	New hire: prior to end of unit orientation period: ____/____/____.	
	Current Staff:	

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Skill/Learning Not all skills are applicable to all Nursing areas – if not applicable mark as N/A	Skill Code	Date Completed (or N/A)	Verifier Initials
Adult Respiratory Assessment Skills Checklist	DAHS-NSCARA14		
Argon Plasma Coagulation Skills Checklist	DAHS-NSCAPC15		
Basic Dysrhythmia Detection and Treatment Skills Checklist	DAHS-NSCBDDT15		
Blood Draws Skills Check: Performs per UC Davis Health Policies 13001 Vascular Access Policy (Adult/Pediatric) and 13029 Venipuncture Verification and Blood Withdrawal	DAHS-NSCBD14		
Bravo pH Set Up Skills Checklist	DAHS-NGNBRAVO16		
Cardiac Pain Assessment & Management Skills Checklist	DAHS-NSCCPAM14		
Clip Fixing Device Skills Checklist	DAHS-NSCCFD15		
CRE Balloon Skills Checklist	DAHS-NSCCREB15		
Cytology Specimens During Endoscopy Skills Checklist	DAHS-NSCCSDE15		
Dilatation During Endoscopy Skills Checklist	DAHS-NSCDDE15		
Endoscopic Mucosal Resection Skills Checklist	DAHS-NSCEMR15		
Electro-Surgical Unit Skills Checklist	DAHS-NSCESU14		
Endoscopic Variceal Ligation (EVL) Banding Skills Checklist	DAHS-NSCEVLB15		
Heater Probe Skills Checklist	DAHS-NSCHP15		

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Skill/Learning Not all skills are applicable to all Nursing areas – if not applicable mark as N/A	Skill Code	Date Completed (or N/A)	Verifier Initials
Hemorrhoid Banding Skills Checklist	DAHS-NSCHB15		
Lower Endoscopy Skills Checklist	DAHS-NSCLE14		
Obtaining a 12-Lead ECG Skills Checklist	DAHS-NSCOLE14		
Polypectomy Skills Checklist	DAHS-NSCP15		
Respiratory Emergencies and Equipment Skills Checklist	DAHS-NSCREE14		
Sclerotherapy Skills Checklist	DAHS-NSCSSTX15		
Temporal Scanner Skills Checklist	DAHS-NSCTS17		
Upper Endoscopy: Set-up and Assist Skills Checklist	DAHS-NSCUESUA14		

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SIGNATURE PAGE:

Signature and Printed Name of Verifier (preceptor or other verified personnel) who have initialed on this form:

Initial:	Print Name:	Signature:

PRECEPTEE STATEMENT AND SIGNATURE:

I have read and understand the appropriate UC Davis Health Policies and Procedures and/or equipment operations manual, I have demonstrated the ability to perform the verified skills as noted, and I have the knowledge of the resources available to answer questions.

Printed Name	Signature

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Adult Respiratory Assessment Skills Checklist #DAHS-NSCARA14

References:		
Note type of oxygen delivery system, method of airway management and/or mode of ventilation		
Make general observation of patient's overall status		
Observe for rate, depth, pattern, symmetry, and effort of respirations. Observe for use of accessory muscles		
Observe for color and pallor of skin and mucous membranes		
Observe for color, quantity, odor and consistency of secretions		
Observe position of trachea		
Auscultate in an orderly manner all lung fields and describe lung sounds appropriately		
Palpate neck, chest, and shoulders to assess for the presence of subcutaneous air		
Monitor and document oxygen saturations and End Tidal CO2 levels when appropriate		
Describe/demonstrate method for contacting respiratory therapy		
Have available in the patient's room, and know how to use, necessary respiratory equipment		
Locate/describe emergency respiratory equipment		
Document all pertinent information in the appropriate locations		

Argon Plasma Coagulation Skills Checklist #DAHS-NSCAPC15

Reference:		
Cohen, J. (2022). Argon plasma concentration in the management of gastrointestinal hemorrhage. In Travis, A. (Ed), UpToDate, Wolters Kluwer. (Accessed on June 20, 2022)		
Proper set-up of ERBE APC 300 included probe and grounding pad		
Verbalizes understanding of proper placement of grounding pad and places it on site. Document site		
Verify correct settings on ERBE APC for procedure being done. Ensures probe is purged and fires properly		
Document site and settings on EMR and number of sites treated		
Ensure proper cleaning of probe and equipment. Check skin after removal of grounding pad		

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Basic Dysrhythmia Detection and Treatment Skills Checklist #DAHS-NSCBDDT15

References:		
1. Cardiovascular Nursing Practice, Jacobson, C. et. al., CNEA, 2007.		
2. Elsevier Skills for review: Cardiac Monitor Setup and Lead Placement		
• Elsevier Nursing Consult - Clinical Updates CE: Differentiating Dysrhythmias Part 1: Recognizing and Treating Atrial Dysrhythmias		
Successful completion of CPPN ECG Interpretation Course OR ECG Challenge Exam #DAHS-NGNECGICE20 may be used in place of this skill checklist.		
Describe the electrical conduction system of the heart		
Explain the waves and intervals of the normal EKG and their significance		
Identify sinus dysrhythmia and discuss the causes/treatments		
Identify atrial dysrhythmia and discuss the causes/treatments		
Identify junctional dysrhythmia and discuss the causes/treatments		
Identify supraventricular dysrhythmias and discuss the causes/treatments		
Identify ventricular dysrhythmias and discuss the causes/treatment		
Identify Torsade de pointes and discuss the causes/treatments		
Identify life-threatening dysrhythmias and discuss the causes/treatments		
Identify heart blocks and discuss the causes/treatments		

Bravo pH Probe Placement #DAHS-NGNBRAVO16

References:		
1. Departmental Policy: Bravo pH Capsule Placement		
See GI Endoscopy Unit Policy and Procedure: Bravo pH Capsule Placement , SGNA Guidelines, Vendor in-service		
Set up room for procedure. Gather supplies for Bravo placement: Bravo machine, capsule, pH solutions, glass tubes and holder recorder and diary sheets.		
Demonstrate ability to teach patient/family proper charting on diary. Pre-and post-instructions.		
Demonstrate appropriate monitoring and safe administration of medications during the procedure.		
Document in EMR and patient's instruction sheet .		

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Cardiac Pain Assessment & Management Skills Checklist #DAHS-NSCCPAM14

References:

1. Advanced Cardiac Life Support (ACLS) Provider Manual, 2010 Edition
2. Frishman, William H., & Sica, Domenic A., Cardiovascular Pharmacotherapeutics. 3rd Edition, Cardiotext Publishing, May, 2011.
3. Davis, L. 2004. Cardiovascular Nursing Secrets. Elsevier.
4. JCAHO Core Measures 2011
5. [UC Davis Health Standardized Procedure 323: Nursing Intervention in the Event of Certain Medical Emergencies in Adult Patients \(Ambulatory Clinics\)](#)

Assess the chest pain to determine if it is cardiac ischemic in origin. Utilize the 0-10 pain scale and the PQRST scale.		
Diagnostics and Interventions: <ul style="list-style-type: none"> • Place patient on cardiac, pulse oximetry and automatic BP monitor. • Obtain/review 12-lead ECG during chest pain episode. • Assess for signs of hypoxemia; administer oxygen therapy as indicated. Establish IV and draw and review cardiaclabs.		
Administer medications as MD ordered: Nitroglycerin sublingual or spray; IV Nitroglycerin infusion; Morphine Sulfate IV, ASA, and beta-blockers, if stable. State the rationale of the above treatment and the patient monitoring requirements.		
Provide continuous ECG monitoring to evaluate ST, T-wave changes and detect dysrhythmia development.		
State the overall goals of treatment in the management of pain related to myocardial ischemia.		
Assess level of anxiety and indicate means to alleviate it.		
Reassess patient after each intervention. Alert MD if no improvement.		
Anticipate other medications and interventions that might be indicated.		
Document all assessments, interventions, medications and responses.		

Clip Fixing Device Skills Checklist #DAHS-NSCCFD15

Locate and identify clip fixing devices.		
Explain use of devices for various procedures.		
Demonstrate the proper handling of the device.		
List possible complications and appropriate interventions.		
Document site and number of clips placed on EMR.		

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CRE Balloon Skills Checklist #DAHS-NSCCREB15

Vendor In-service		
Gather all equipment needed for this procedure: dilatation balloons, pressure syringe, injection needle, sterile water		
List indications and contraindications for this procedure.		
Assist physician as needed during the procedure.		
Document procedure in EMR and sizes of balloons used.		

Cytology Specimens During Endoscopy Skills Checklist #DAHS-NSCCSDE15

References:

- [UC Davis Health Policy 18004: Specimen Labeling for Laboratory Processing](#)

List indications and contraindications for this procedure.		
Gather accessories and equipment needed for this procedure.		
State which solutions and specimen containers should be used for this collection.		
Demonstrate appropriate handling and labeling of specimens collected.		
Send specimens to lab.		
Document in EMR.		

Endoscopic Mucosal Resection Skills Checklist #DAHS-NSCEMR15

References:

- Vendor inservice
- Olympus video

Identify and locate types of EMR kits in procedure room. Gather equipment needed for procedure including the ERBE.		
Explain differences in kits and coordinate with appropriate scopes.		
List possible complications and appropriate interventions		
Demonstrate the handling, setting up, cap selection and specimen collection needed.		
Document in EMR.		

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Electro-Surgical Unit Skills Checklist #DAHS-NSCES

References:

1. [Elsevier Clinical Skills: Electrosurgery Unit \(Perioperative\) -CE](#)

Check the integrity of the electrical insulation on all probes, cables and connections prior to procedure.		
Demonstrate observation of all safety rules that apply to monopolar electro-surgery. Check ESU for proper working condition.		
Demonstrate safe set up of ESU.		
Demonstrate proper placement of grounding pad, avoiding any bony prominence, excessive hair. Place pad farthest from cardiac pacemaker. Do not place on hip where patient had prior hip surgery.		
Check that all snares/forceps are in proper working order prior to procedure.		
Attach appropriate snare size to specific manufacturers cord.		
Connect polyp trap to snare to retrieve specimen.		
Demonstrate wattage setting and configuration with physician.		
Set ESU and place in stand-by mode until physician is ready to continue with cautery.		
Place foot pedal in correct position for physician to use.		
Demonstrate ability to safely use snare wires/grasping forceps.		
Demonstrate ability to retrieve, accurately label and carefully dispatch specimen to appropriate lab.		
Observe patient and report any complications to physician.		
Document accurately procedure performed, equipment, and settings used.		
Endoscopic Variceal Ligation (EVL) Banding Skills Checklist #DAHS-NSCEVLB15		
List indications and contraindications for this procedure.		
Demonstrate setting up of equipment and accessories for this procedure.		
List possible complications and nursing interventions for this procedure		
Document in EMR number of bands placed and at what site.		
Discharge instructions given on Post Banding.		

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Heater Probe Skills Checklist #DAHS-NSCHP15

Olympus Heater Probe manual Vendor in service		
Gather needed equipment: heater probe, water bottle, sterile water and probes.		
Assemble water bottle, tubing and probe. Check for appropriate settings.		
List indications for use and interventions.		
Assist physician as needed.		
Document in EMR.		

Hemorrhoid Banding Skills Checklist #DAHS-NSCHB15

Discuss pre procedure banding discharge instructions.		
List indications for this procedure and possible complications.		
Demonstrate equipment set up and use of accessories.		
Document in EMR number of bands placed.		
Give patient written Banding discharge instructions.		

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Lower Endoscopy Skills Checklist #DAHS-NSCLE14

References:

1. SGNA Standards for Practice in the GI Endoscopy setting
2. Olympus EVIS system usersguidebook

Demonstrate standard precautions including: gloves, gown, mask, face-shield as appropriate.		
Demonstrate proper room set up for lower endoscopy.		
Demonstrate knowledge of proper care, handling and trouble-shooting of fiberoptic/video equipment and accessories, ESU, Mavigraph, including changing film and use of air/water cleaning adapter.		
Connect endoscope to the light source and suction and pre-test for good working order prior to the exam.		
Identify self to patient and give explanation of procedure as necessary.		
Participate in pre procedural pause per UC Davis Health Policy 13023 : Sedation.		
Demonstrate appropriate monitoring and assessment technique of patients, pre, during and post procedure.		
Demonstrate procedure for safe administration of medications used for moderate sedation.		
Demonstrate skill in providing safe nursing care for patients undergoing routine and emergency procedures.		
Demonstrate proper positioning of patient pre and during procedure.		
Assist physician in performing therapeutic and diagnostic procedures.		
Complete and accurately document procedure.		
Demonstrate proper handling, labeling and dispatch of specimens obtained.		
Demonstrate proper breakdown of procedure room and set up for next case.		
Demonstrate correct procedure for pre cleaning endoscope before removal by technician.		
Transport patient to recovery room and report to recovery room nurse.		

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Obtaining a 12-Lead ECG Skills Checklist #DAHS-NSCOLE14

References:		
1. Structure Standards: Critical Care , Telemetry, Maternal Child Health		
2. GE Marquette Resting ECG Analysis System Operator's Manual		
Demonstrate use of 12-lead ECG available in area.		
Place patient supine and provide for patient privacy.		
Enter patient data prior to obtaining 12-lead ECG.		
Cleanse the skin areas to be used, if needed.		
Correctly place leads, ensure that there is no tension on the cable.		
Obtain 12-lead reading, trouble-shooting artifact.		
Recognize proper 12-lead tracings.		
Disconnect equipment and clean as necessary.		
Document all pertinent data, and notify appropriate staff of results		

Polypectomy Skills Checklist #DAHS-NSCP15

Vendor In-service		
Identify and locate types of snares and the hot activity cord. Set up equipment needed for procedure including polyp trap.		
Explain the difference in the sizes of snares used for various scopes and polyps.		
List contraindications and complications from the procedure and appropriate interventions.		
Place grounding pad appropriately pre procedure. Check site post procedure.		
Document in EMR.		

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Respiratory Emergencies and Equipment Skills Checklist #DAHS-NSCREE14

References

1. [UC Davis Health Policy 17020: Inhaled Pulmonary Drug Administration \(Excluding Pentamidine/Ribavirin/Surfactant\)](#)
2. Textbook of Advanced Cardiac Life Support, 2006
3. [UC Davis Health Policy 13035: Administration of Medications for Rapid Sequence Intubation in Adults](#)
4. Wells and Murphy, Manual of Emergency Airway Management, 2004

Demonstrate ability to regulate oxygen flow via thumbscrew controller of O2 flow meter; identify types of patients likely in need of O2 administration.		
Describe use of and demonstrates proficiency in use of O2 equipment		
Demonstrate setup for endotracheal intubation including equipment and drugs commonly used and state indication for ET intubation. (See UC Davis Health Policy 13035)		
Identify basic concepts of what alarms indicate and rationale for <u>never</u> turning alarms off.		
Describe or demonstrate preparation of a patient for emergent cricothyrotomy or tracheostomy; locates essential equipment;		
Successfully demonstrate ET tube, tracheal and nasal/oral suctioning of airways using correct equipment and technique.		
Describe or demonstrate preparation of patient for a thoracentesis including obtaining necessary equipment; state indications for procedure and function.		
Document all respiratory treatments, medications, related procedures, assessments, interventions, and the effects of each. Re-assess patient's status PRN as indicated by the patient's condition. Obtain MD order for paralytics and sedatives in order to maintain control of patient, patient's airway, and patient's comfort.		
Demonstrate use of pulse oximetry for monitoring patient.		

Sclerotherapy Skills Checklist #DAHS-NSCSSTX15

List uses of sclerotherapy, contraindications and complications		
Assemble necessary equipment for procedure. Knowledge of different types of sclero needles.		
Assist physician during the injecting of medications.		
Document in EMR.		

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Temporal Scanner Skills Checklist #DAHS-NSCTS17

References:		
View Exergen Virtual classroom training video		
Recognize proper equipment is in working order.		
Demonstrate use of temporal scanner.		
Proper cleaning of scanner after use.		
Document in EMR.		

Upper Endoscopy: Set-up and Assist Skills Checklist #DAHS-NSCUESUA14

References:		
1. SGNA Standards for Practice in the GI Endoscopy setting		
2. Olympus EVIS system user's guidebook		
Practice standard precautions.		
Properly set up room for specific case.		
Demonstrate knowledge of proper care, handling and troubleshooting of fiberoptic/video equipment and accessories. Use of air/water cleaning adapter.		
Connect endoscope to the light source and suction and pre-test for proper working order prior to the exam.		
Identify self to patient and give explanation of procedure as necessary.		
Demonstrate appropriate monitoring and assessment technique of patients, pre, during and post procedure.		
Demonstrate procedure for safe administration of medications used for moderate sedation.		
Demonstrate skill in providing safe nursing care for patients undergoing routine and emergency procedures.		
Demonstrate proper positioning of patient pre and during procedure.		
Assist physician in performing therapeutic and diagnostic procedures.		
Accurately document procedure.		
Demonstrate proper handling, labeling and dispatch of specimens obtained.		
Demonstrate proper breakdown of procedure room and set up for next case.		