

UCHC Competency Checklist: ORIENTATION: OR/Anesthesia Aide

Position Title: OR/Anesthesia Aide, JDH Employee Name: \_\_\_\_\_

Unit: FSC

Cluster Area: Perioperative: OR JDH and FSC Start Date: \_\_\_\_\_

Method of Instruction Key: P = Protocol/Procedure Review E = Education Session S = Self Learning Package C = Clinical Practice D = Demonstration	Method of Evaluation Key: O = Observation (in clinical setting) RD = Return Demonstration T = Written Test V = Verbal Review	Self-Assessment by Employee			Validation of Competency		
		Never Done	Needs Review/ Practice	Competent	Method of Instruction (Use Instruction Key on Left)	Date	Initials
<b>A. GETTING INTO THE SYSTEM</b>							
Locates Hard Copy Manuals on Unit					E		
Locates On-Line Manuals					E		
Obtains Network & Unit-Specific Access					E		
Recalls Proper Call-Out Procedures					E		
Identifies unit-based orientation plan and timing of evaluations					E		
Receives PREF for Position					E		
Places contact information onto disaster call tree					E		
<b>B. SAFETY/INFECTION CONTROL</b>							
Locates fire alarms, extinguishers and exits					E		
Demonstrates appropriate use of Red-Bag Waste					E		
Identifies and locates personal protective equipment					E		
Reviews Safety Plan for unit					E		
Submits radiation dosimetry badge request, if desired					E		
Verbalizes the use and online location of Material Safety Data Sheets (MSDS)					E		
<b>C. EQUIPMENT – Locates and stores properly</b>							
<b>LEVEL 1: DEPARTMENTAL COMPETENCIES</b>							
Locates equipment manuals							
<b>LEVEL 2: CLUSTER SPECIFIC COMPETENCIES</b>							
Bair Hugger							
Bipolar ESU generator							
Camera equipment and insufflator - Olympus							
<b>Initials</b>	<b>Signature</b>	<b>Initials</b>	<b>Signature</b>	<b>Initials</b>	<b>Signature</b>	<b>Initials</b>	<b>Signature</b>

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Clippers (hair removal system)							
Computers / Wyse Terminals							
Fiberoptic Light Sources							
Fibrin Sealants							
Gravity Displacement Autoclave							
Latex-free supplies							
Malignant Hyperthermia Cart							
Monopolar ESU generator							
OR bed: positioning attachments (armboards, stirrups, straps, radiolucent surfaces)							
OR bed: electric, including reconfiguration of bed							
OR Lights							
Smoke evacuator							
Safe Patient Handling devices							
Specialty / Implant Carts							
Stirrups							
Suction Canisters							
X-ray apparel – aprons, thyroid shields							
X-ray: mini-C-arm units							
<b>LEVEL 3: UNIT-SPECIFIC COMPETENCIES</b>							
Anesthesia carts							
Code Cart							
Emergency Cart							

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Fibrin sealants							
OR Bed: manual							
<b>General Surgery</b>							
Surgical Stapling Devices							
<b>Gynecology</b>							
Dilatation & Suction Machine							
Gyrus Bipolar Electrosurgical Unit							
Novasure ablation device system							
Versapoint resectoscope system							
Wolf Fluid Management System							
<b>Instrument Room</b>							
Biological Indicators and Incubators							
Case Cart Washer							
High Speed Prevacuum Autoclaves							
Steris Peracetic Acid Sterilizer							
Washer-Decontaminator							
<b>Ophthalmology</b>							
Eye Cart							
Eye Stretcher							
Lenses – Intraocular (IOL)							
Microscope: Leica Ophthalmic							

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Phacoemulsifier							
<b>Orthopedics</b>							
Arthrocare Coblation Unit							
Arthroscopic Irrigation Pumps							
Arthroscopic Knee Holder							
Dr. Joyce's Cart							
Dyonics Camera Systems							
Dyonics Shaver							
Electronic Pneumatic Tourniquets							
Leg Holder							
Orthopedic Supply Storage							
Schlein Positioner							
Spyder positioner							
Traction devices							
<b>Otorhinolaryngology</b>							
Endoscrub – sinus surgery							
Coblator							
Plasma Knife							
Laser: Dye							
Microscope: Zeiss ENT							
Otome							

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Shaver							
VTI Instatrack							
<b>Pediatrics</b>							
Pediatric ESU Grounding Pads							
<b>Urology</b>							
Implants – slings and stimulators							
<b>D. DOCUMENTATION/COMMUNICATION</b>							
<b>LEVEL 1: DEPARTMENTAL COMPETENCIES</b>							
Accesses email account							
Adheres to customer service values of UCHC (telephone, interpersonal)							
<b>LEVEL 2: CLUSTER SPECIFIC COMPETENCIES</b>							
none							
<b>LEVEL 3: UNIT SPECIFIC COMPETENCIES</b>							
Unit communication book / e-mail							
<b>E. PROVISION OF CARE</b>							
<b>HOSPITAL ADMINISTRATIVE MANUAL– aware of content and/or provides care according to the following protocols/procedures:</b>							
none							
<b>NURSING PRACTICE MANUAL – aware of content and/or provides care according to the following protocols/procedures:</b>							
none							
<b>UNIT PRACTICE MANUAL - aware of content and/or provides care according</b>							

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<b>to the following protocols/procedures:</b>							
Biological Indicator Use							
DOC Patients in Perioperative Area							
Endoscope Use and Care							
Laser Use							
Latex Allergy Care							
Specimens							
Surgical Attire							
Traffic Patterns							
Visitors & Observers in the Perioperative Area							
<b>AORN Recommended Practices - aware of content and/or provides care according to:</b>							
Environmental Cleaning in the Surgical Practice Setting							
Surgical Skin Preparation of Patients							

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