Psychiatry Skills Checklist

Highly Skilled = can function well independently, strong experience
Proficient = experienced, may need occasional review/assistance
Limited Skill = limited to no experience

Highly
Skilled
Proficient
Limited

Skill
CARE OF PATIENT WITH
Suicidal Ideations
Assaultive Behavior
Alcoholism
DTs
Drug Dependency
Manic Depression
Seizure Disorders
Hallucinations
Feeding Tubes
Delusions
Psychosis
Eating Disorders
GENERAL
Experience with
child psych units
adolescent psych units
adult psych units
locked units
open units
Admission of Psychiatric Patient
Initial Nursing Assessment & Care Plan
Participate in Milieu Therapy
Conduct Individual Psychotherapy
Conduct Group Psychotherapy
Experience as Charge Nurse
Therapeutic Communication Skills
Initiating Behavior Modification
Behavioristic Charting
Electroconvulsive Therapy
Quiet Room / Timeout Room Care
Neurological Vital Signs
Oxygen Administration
Cardiopulmonary Resuscitation
Assist with Lumbar Puncture
Experience with
wrist restraints
leather restraints
Performing Take Down Procedure
REGISTERED PROFESSIONAL NURSE JOB DESCRIPTION
PEDIATRIC PSYCHIATRIC/MENTAL HEALTH

Job Summary:
The Pediatric Psychiatric/Mental Health RN is responsible for managing the care of toddler, preschool, school age or adolescent patient experiencing psychiatric/mental health disorders including substance abuse or addiction. Care management for these patients would require psychosocial, physical and behavioral assessments related to specific conditions, and behavioral therapies and interventions. The Pediatric Psychiatric/Mental Health RN is responsible to the Clinical Manager for assigned Pediatric Psychiatric/Mental Health Unit.

Qualifications
• Graduate of an accredited school of nursing
• Current licensure in good standing in the state of practice
• Evidence of 1 year of pediatric psychiatric/mental health nursing experience within the past two years
• Evidence of BLS credential mandatory
• Additionally, the RN may have professional certifications, including but not limited to RNBC-PMH, RNC-PMH or CARN

Responsibilities
• Conducts an individualized patient assessment, prioritizing the data collection based on the toddler, preschool, school age or adolescent patient's immediate condition or needs within timeframe specified by client facility's policies, procedures or protocols.
• Conducts ongoing assessments as determined by the toddler, preschool, school-age or adolescent patient's condition and/or the client facility's policies, procedures or protocols and reprioritizes care accordingly.
• Develops plan of care that is individualized for the toddler, preschool, school age or adolescent patient reflecting collaboration with other members of the healthcare team.
• Performs appropriate interventions as ordered by physician in an accurate and timely manner.
• Performs therapeutic nursing interventions as established by individualized plan of care for the toddler, preschool, school age or adolescent patient and his/her family.
• Provides individualized patient/family education customized to the toddler, preschool, school age or adolescent patient and his/her family.
• Documents patient assessment findings, behavioral/psychosocial responses to nursing intervention and progress towards problem resolution.
• Initiates emergency resuscitative measures according to pediatric resuscitation protocols.
• Maintains confidentiality in matters related to patient, family and client facility staff.
• Provides care in a non-judgmental, non-discriminatory manner that is sensitive to the toddler, preschool, school age or adolescent patient's and family's diversity, preserving their autonomy, dignity and rights.
• Reports patient condition to appropriate personnel during each shift.
• Maintains current competency in pediatric psychiatric/mental health nursing including the safe use of
restraints and seclusion.
RN Signature: ___________________________ Date: __________________
Submit by Email Print Form
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Revised 3/4/03
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REGISTERED PROFESSIONAL NURSE JOB DESCRIPTION
ADULT PSYCHIATRIC / MENTAL HEALTH

Job Summary:
The Adult Psychiatric/Mental Health RN is responsible for managing the care of adult or geriatric patients experiencing psychiatric/mental health disorders including substance abuse or addiction. Care management for these patients would require psychosocial, physical and behavioral assessments related to specific conditions, and behavioral therapies and interventions. The Adult Psychiatric/Mental Health RN is responsible to the Clinical Manager for assigned Adult Psychiatric/Mental Health Unit.

Qualifications:
• Graduate of an accredited school of nursing
• Current licensure in good standing in the state of practice
• Evidence of 1 year of adult psychiatric/mental health nursing experience within the past two years
• Evidence of BLS credential mandatory
• Additionally, the RN may have professional certifications, including but not limited to RNBC-PMH, RNC-PMH or CARN

Responsibilities:
• Conducts an individualized patient assessment, prioritizing the data collection based on the adult or geriatric patient's immediate condition or needs within timeframe specified by client facility's policies, procedures or protocols.
• Conducts ongoing assessments as determined by the adult or geriatric patient's condition and/or the client facility's policies, procedures or protocols and reprioritizes care accordingly.
• Develops plan of care that is individualized for the adult or geriatric patient reflecting collaboration with other members of the healthcare team.
• Performs appropriate interventions as ordered by physician in an accurate and timely manner.
• Performs therapeutic nursing interventions as established by individualized plan of care for the adult or geriatric patient and his/her family.
• Provides individualized patient/family education customized to the adult or geriatric patient and his/her family.
• Documents patient assessment findings, behavioral/psychosocial responses to nursing intervention and progress towards problem resolution.
• Initiates emergency resuscitative measures according to adult resuscitation protocols.
• Maintains confidentiality in matters related to patient, family and client facility staff.
• Provides care in a non-judgmental, non-discriminatory manner that is sensitive to the adult or geriatric patient's and family's diversity, preserving their autonomy, dignity and rights.
• Reports patient condition to appropriate personnel during each shift.
• Maintains current competency in adult psychiatric/mental health care nursing including the safe use of
restraints and seclusion.

RN Signature: ______________________________ Date: __________________

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PSYCHIATRIC NURSING: ADULT & PEDIATRIC
KNOWLEDGE & SKILLS CHECKLIST

First Name MI Last Name

Date

Instructions: Please check the appropriate column that best describes your experience level for each knowledge competency and skill. Choose 1 for Limited Experience through 4 for Very Experienced.

Evaluate yourself based on experiences within the last two years.

Self-Assessed Experience Rating Scale
Limited Experience 1 2 3 4 Very Experienced

1 2 3 4

ASSESSMENT & CARE OF PATIENT W/ OR REQUIRING:
1. Affective Disorders
2. Alcohol Dependency
3. Bipolar Disorder
4. Delirium Tremens
5. Detoxification
6. Drug Dependency
7. Dual Diagnosis
8. Eating Disorder
9. Electroconvulsive Therapy
10. Extrapyramidal Syndrome
11. Hallucinations
12. Medical-Psychiatric Disorder
13. Necroleptic Malignant Syndrome
14. Obsessive-Compulsive Disorder
15. Organic Disorder
16. Seizure Disorder
17. Schizoaffective Disorder
18. Schizophrenia
19. Suicidal Behavior
20. Tardive Dyskinesia

SKILLS
1. Admission Process
2. Assaultive Behavior Management
3. Behavior Modification Techniques
4. Charge Nurse Routine
5. Charting
   a) Behavioristic
   b) Treatment/goal-oriented
6. Contraband Search
7. Electroconvulsive Therapy (assist)
8. Elopement Precautions
9. Foley Catheter Insertion & Care
   a) Female
   b) Male
1 2 3 4
10. Intravenous Therapy
    a) Angiocath insertion
b) Butterfly insertion  
c) IV site maintenance  
d) Heparin lock maintenance  
e) Hyperalimentation infusion  
f) Blood & blood products infusion  
g) Venous blood draw  
11. Isolation Procedures  
12. Locked Unit Routine  
13. Lumbar Puncture (assist)  
14. Milieu Therapy  
15. Multidisciplinary Team Rx Planning  
16. Neurological Assessment  
17. Nursing Assessment Care Planning  
18. Open Unit Routine  
19. Oro-Naso-Pharyngeal Suctioning  
20. Oxygen Therapy Administration  
a) Face mask  
b) Nasal cannula  
c) Portable O₂ tank  
d) Bag & mask  
21. Patient Teaching (Group)  
a) Anger management  
b) Cognitive behavioral therapy  
c) Depression education  
d) Dialectical behavioral therapy  
e) Discharge issues  
f) Family education  
g) Medication education  
h) Relapse prevention  
i) Relaxation techniques  
22. Psychotherapy  
a) Group  
b) Individual  
SSN  
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1 2 3 4  
23. Rapid Tranquilization  
24. Restraints  
a) Wrist restraints  
b) Full restraints  
25. Seclusion Procedures  
26. Suicide Precautions  
27. Time-out/Quiet Time Management  
28. Tube Feedings  
29. Vital Signs  
1 2 3 4  
MEDICATIONS  
1. Dosage, route & side effects of currently prescribed meds in the following drug categories  
a) Antianxiety agents  
b) Antidepressants  
c) Antipsychotics
d) CNS stimulants  
e) Hypnotics  
f) Mood stabilizers

**EQUIPMENT**  
1. Infusion Pumps  
   (Specify manufacturer)  
a)  
b)  
c)

**Age Appropriate Nursing Care**  
Please check the appropriate box(es) for each age group and activity for which you have had experience within the last year.

**Age Specific Experiences**  
Preschool Child  
School Age  
Child  
Adolescent  
(13-18 yrs)  
Young Adult  
(19-39 yrs)  
Middle Adults  
(40-64 yrs)  
Older Adult  
(65+ yrs)  
1. Understands the normal growth and development for each age group and adapts care accordingly  
2. Understands the different communication needs for each age group and changes communication methods and terminology accordingly  
3. Understands the different safety risks for each age group and alters the environment accordingly  
4. Understands the different medications, dosages and possible side effects for each age group and administers medications appropriately  
The information I have provided in this knowledge and skills checklist is true and accurate to the best of my knowledge.

_____________________________________________  __________________
Signature  Date