<table>
<thead>
<tr>
<th><strong>Duties</strong></th>
<th><strong>Tasks</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1</td>
<td>Assign nursing staff to patients</td>
</tr>
<tr>
<td>A.2</td>
<td>Provide SBAR reporting</td>
</tr>
<tr>
<td>A.3</td>
<td>Delegate provider orders</td>
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<tr>
<td>A.4</td>
<td>Monitor provider orders</td>
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<tr>
<td>A.5</td>
<td>Supervise clinical staff</td>
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<tr>
<td>B.1</td>
<td>Obtain patient medical history</td>
</tr>
<tr>
<td>B.2</td>
<td>Perform patient body systems assessment &amp; documentation</td>
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<tr>
<td>B.3</td>
<td>Obtain vital signs</td>
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<tr>
<td>B.4</td>
<td>Analyze patient input and output</td>
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<tr>
<td>B.5</td>
<td>Analyze diagnostic test results</td>
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<tr>
<td>B.6</td>
<td>Formulate a nursing diagnosis</td>
</tr>
<tr>
<td>B.7</td>
<td>Determine clinical interventions</td>
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<tr>
<td>B.8</td>
<td>Present clinical findings</td>
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<tr>
<td>B.9</td>
<td>Consult clinical providers</td>
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<tr>
<td>B.10</td>
<td>Procure new provider orders</td>
</tr>
<tr>
<td>C.1</td>
<td>Identify nursing diagnosis</td>
</tr>
<tr>
<td>C.2</td>
<td>Set patient goals</td>
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<tr>
<td>C.3</td>
<td>Collaborate with interdisciplinary team</td>
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<tr>
<td>C.4</td>
<td>Identify interventions</td>
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<tr>
<td>C.5</td>
<td>Implement interventions</td>
</tr>
<tr>
<td>C.6</td>
<td>Evaluate outcome(s)</td>
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<tr>
<td>C.7</td>
<td>Adjust goals and/or interventions</td>
</tr>
<tr>
<td>D.1</td>
<td>Perform risk assessment</td>
</tr>
<tr>
<td>D.2</td>
<td>Implement providers’ orders</td>
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<tr>
<td>D.3</td>
<td>Administer medication</td>
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<tr>
<td>D.4</td>
<td>Prepare patients for procedures</td>
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<tr>
<td>D.5</td>
<td>Perform bedside nursing procedures</td>
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<tr>
<td>D.6</td>
<td>Coordinate ADL’s</td>
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<td>D.7</td>
<td>Perform wound care</td>
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<tr>
<td>D.8</td>
<td>Reposition patient</td>
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<tr>
<td>D.9</td>
<td>Ambulate patient</td>
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<tr>
<td>D.10</td>
<td>Perform non-judgmental emotional support</td>
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<tr>
<td>D.11</td>
<td>Evaluate patient responses</td>
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<tr>
<td>E.1</td>
<td>Assess patient readiness to learn</td>
</tr>
<tr>
<td>E.2</td>
<td>Identify patient barriers to learn</td>
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<tr>
<td>E.3</td>
<td>Determine patient learning preferences</td>
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<tr>
<td>E.4</td>
<td>Provide educational material (written, visual, verbal, demonstrate)</td>
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<tr>
<td>E.5</td>
<td>Evaluate patient’s comprehension (document Teach-back method)</td>
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<td>E.6</td>
<td>Mediate patient</td>
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<tr>
<td>E.7</td>
<td>Inform risk-benefit of disease process</td>
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<tr>
<td>E.8</td>
<td>Reinforce continuing education</td>
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<tr>
<td>F.1</td>
<td>Manage patient plan</td>
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<tr>
<td>F.2</td>
<td>Protect patient privacy</td>
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<tr>
<td>F.3</td>
<td>Inform of patient rights</td>
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<td>F.4</td>
<td>Facilitate informed choice</td>
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<td>F.5</td>
<td>Support patient welfare</td>
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<td>F.6</td>
<td>Activate a chain of command</td>
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<tr>
<td>G.1</td>
<td>Manage patient ID and alert</td>
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<tr>
<td>G.2</td>
<td>Manage clinical alarms</td>
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<tr>
<td>G.3</td>
<td>Implement precaution protocol</td>
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<tr>
<td>G.4</td>
<td>Implement MDRO protocols</td>
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<tr>
<td>G.5</td>
<td>Maintain secure environment</td>
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<tr>
<td>G.6</td>
<td>Manage general cleanliness of room</td>
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<tr>
<td>G.7</td>
<td>Manage hazards (Sharps containers, cords, clothes, linens, wet floors, etc.)</td>
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<tr>
<td>G.8</td>
<td>Manage equipment performance</td>
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<tr>
<td>G.9</td>
<td>Maintain principles of ergonomics</td>
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<tr>
<td>G.10</td>
<td>Accommodate disabilities (e.g. patient, family, staff)</td>
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<tr>
<td>H.1</td>
<td>Support evidence practice</td>
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<tr>
<td>H.2</td>
<td>Complete continuing education</td>
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<tr>
<td>H.3</td>
<td>Complete required competencies</td>
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<td>H.4</td>
<td>Engage in meaningful activities</td>
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<td>H.5</td>
<td>Facilitate process improvement</td>
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<tr>
<td>H.6</td>
<td>Attend staff meetings</td>
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<tr>
<td>H.7</td>
<td>Participate in shared governance</td>
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<tr>
<td>H.8</td>
<td>Engage in networking opportunities</td>
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</tbody>
</table>

* Duties: represent large areas of work in performance terms  
**Tasks: represent the smallest unit of job activity with a meaningful outcome
Knowledge and Skills

Anatomy & Physiology
Active listening
Age specific comp
Aspects techniques
Behavioral health
Biochemistry
Bio-medical equipment
Body mechanics
Code of conduct
Communicate effectively
Computer skills
Conflict resolution
Coping mechanisms
Critical thinking
Cultural diversity
Documentation
Emergency & disaster preparedness
End of life care
Ergonomic
General diversity
Healthcare ethics & regulations
Infection prevention
Leadership skills
Math & algebra
Medical terminology
Mental health codes
Microbiology
Nursing philosophy
Nursing procedure skills
Nutrition
Pathophysiology
Patient centered care
Pharmacology
Priorities/reprioritize
Problem solving
Rehabilitation principles
Research method
Time management
Universal precautions

Trends and Concerns

Access to information
Aging workforce
Drug diversion (addiction)
Equipment cost
Evolving medical procedures & technology
Health insurance
Higher activity
MDRO increase
Medical reimbursement criteria
Mergers & position consolidations
More demand for higher education and degree attainment
Multigenerational workforce
New declining work ethic
Patient centered care
Patient to nurse ratio
Self diagnosing
Service expectation of patients and family
Turnover in nursing staff

Please note: These lists include major standards but are not all inclusive

Tools and Equipment

Accordion drains
Arterial line
Automatic blood pressure cuff
Beds
Binders
Bladder scanner
Calipers
Central lines
Chem tubes
CO2 Monitors
Computer
Defibrillator
Dexer drain
Dialysis catheters
EGC machine
Epidurals
External pacers
External Defibrillator
Feeding pumps
Glucometer
Hemovac
Insulin pumps
IS
Isolation rooms
IV catheters & tubing
JP
JJ tubes
Manual blood pressure cuff
Medical supplies for nursing procedures
Mobility equipment
Needles & syringes
Nephrostomy
NG tubes
Nursing references
O2 Sat
Orthopedic devices
Ostomies
Otoscope
Oxygen delivery devices
PA catheter
Pacifiers
PCA
PEG tube
Pen light
Personal protection equipment
Rectal tube
Restraint
SCD pumps/compression stockings
Staple remover
Stethoscope
Suction equipment
Telemetry
Temporary pacer
Thermometer
Tach
Urinary catheter
Ventilator
Ventric drains
Wound vats

Acronyms

ADLs: activities of daily living
CM: case management
CNA: certified nursing assistant
CN-1: certified nurse specialist
CNNA: certified registered nurse anesthetist
DME: durable medical equipment
EDF: extended care facility
ECG: electro cardiac graph
EMS: emergency medical service
ID: infectious disease
IS-Incentive spirometry
IT: information technology
IV: intravenous
JP: Jackson Pratt drain
LBNP: Licensed practical nurse
MD: medical doctor
MDRO: multidrug resistant organism
NG: nasogastro
NP: nurse practitioner
O2: oxygen
O2 sat-saturation
OT: occupational therapy
PA: physician assistant
PA: pulmonary artery
PEG: percutaneous endoscopic gastroscope tube
PI: peripheral intravenous catheter
PCA: patient controlled analgesia
PPE: personal protection equipment
PT: physical therapy
RN: registered nurse
TR: respiratory therapy
SBR: situational, background, assessment, recommendation
SCD: sequential compression device
ST: speech therapy
SW: social work
TACH: transthoromy
VAC Cath: vascular catheter

Behaviors

Accepting & giving
Care
Can give and receive constructive criticism
Collegial
Committed to lifelong learning
Compassionate
Confident
Customer service focused
Empathetic listener
Flexible
Good steward
Gratitude
Honest
Inspired
Inspirational
Maintains a culture of safety
Passionate
Patient
Professional
Resolute
Respectful
Strong leader
Strong work ethic
Tactful
Team player
Trusting/truthful

DACUM Panel

Sponsored by the STEM Talent Institute at Delta College

Produced for

The Great Lakes Bay Region Nursing Workforce

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Business Information Technology Division Chairperson
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