## PERSONAL CARE AIDE (PCA) TRAINING PROGRAM BPSS – REGULATED SCHOOLS UNIT I-XII: CLINICAL SKILLS EVALUATION CHECKLIST

PCA Student Name:								
School Name:								
Insti	ructor:	BPSS Instructor License #:						
PCA	Training Dates: (Start Date):		- (End Date	e):/_				
The required personal care skills for the PCA are listed. They reflect the requirements from the Department of Health (DOH) <i>Homecare Core Curriculum</i> . These skills are tested during Unit XII, either at the end of the PCA program, or after completion of Unit XII in a HHA program (if a student is enrolled in an HHA program). Students must demonstrate proficiency in 14 skills, of which 12 are mandated (bolded and marked with an *). Two additional skills (any other 2 skills on the list) must also be successfully demonstrated. The original copy must be filed with the student's records and, as per DOH regulations, a copy provided to the student upon completion.								
	Clinical Skills	<u>Date</u> Skill was Demonstrated by the Instructor	<u>Date</u> Student Successfully Demonstrated Skill by Him or Herself	<u>Initials</u> of Teacher	Comments			
1.	Proper Handwashing*							
2.	Proper Body Mechanics							
3.	Tub or Shower Bath							
4.	Turning the Client in Bed							
5.	Bed Bath*							
6.	Shampoo in Bed							
7.	Back Rub							
8.	Nail Care							
9.	Shaving the Client							
10.	Mouth Hygiene and Care*							
11.	Assisting with Eating							
12.	Assisting with Dressing							
13.	Assisting with using the Elastic Support Stockings							
14.	Helping Client to Walk*							
15.	Making an Unoccupied Bed							
16.	Making an Occupied Bed*							
17.	Use of a Bedpan*							
18.	Use of Urinal							
19.	Assisting w/ Use of Condom Catheter							
20.	Assisting with Cleaning the Skin & Catheter Tubing							
21.	Assisting w/ emptying Urine Drainage Bag							
22.	Positioning of Client in Bed							
23.	Transfer Client to Sitting Position							
24.	Helping Client to sit on Bed							
25.	Helping a Client to Stand							
26.	Transfer to Wheelchair, Chair or Commode*							
27.	Positioning Client in Wheelchair or Chair							

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28.				ATED SCHOOL	10		
		fer from Wheelchair to toilet					
29.		fer from Wheelchair to					
29.		er & Assist w/ Shower					
30.		fer from Wheelchair to Stool					
		air in Tub					
31.	8 8						
32.	Meas	uring Intake					
33.	Measuring Urinary Output						
34.		ting w/ Changing Clean					
25	Dress						
35.							
36.	Infant Bath						
37.		t w/ use of Hydraulic Lift					
38.		Board Transfer					
39.	-	king the Right Person*					
40.		king the Right Medication*					
41.		king the Right Dose*					
42.		king the Right Time*					
43.	43. Checking the Right Route*						
Knowledge Evaluations		Date of Test	Instructor	Pass (P) or	If first Failed,	Instructor Initials	
(Tes	sts mus	t be kept in the student folder)		Initiale			Initials
WT *4	•	· · · · · · · · · · · · · · · · · · ·		<u>Initials</u>	Fail (F)?	Date of Pass	Interes
Unit	I	Introduction to Home Care		muais	Fan (F):	Date of 1 ass	Interests
Unit Unit		Introduction to Home Care Working Effectively w/		inuais	Fan (F):	Date of Lass	Initials
Unit	II	Introduction to Home Care Working Effectively w/ Homecare Clients		Intuais	ran (r):	Date of Lass	many
Unit Unit	II III	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly		Initials	ran (F):	Date of Lass	month
Unit	II III	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children		intuais	Fair (F):	Date of Lass	muns
Unit Unit	II III IV	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are		Intuais	Fair (F):	Date of Lass	mund
Unit Unit Unit Unit	III III IV V	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill		intuais	ran(r):	Date of Lass	THUMS
Unit Unit Unit	III III IV V	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are		Initials	ran(r):	Date of Lass	
Unit Unit Unit Unit Unit	II III IV V VI	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/		Initials	Fair (F):	Date of Lass	
Unit Unit Unit Unit	II III IV V VI	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities		Intuais	Fair (F):	Date of Lass	
Unit Unit Unit Unit Unit Unit	II III IV V VI VII	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal		Intuals	Fair (F):	Date of Lass	
Unit Unit Unit Unit Unit	II III IV V VI VII	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal Preparation		Intuais	ran(r):	Date of Lass	
Unit Unit Unit Unit Unit Unit Unit	II III IV V VI VII VIII	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal Preparation Family Spending &		Intuals	Fair (F):	Date of Lass	
Unit Unit Unit Unit Unit Unit	II III IV V VI VII VIII	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal Preparation Family Spending & Budgeting		Initials	Fair (F):	Date of Lass	
Unit Unit Unit Unit Unit Unit Unit	II III IV V VII VIII IX	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal Preparation Family Spending & Budgeting Care of the Home &		Intuals	Fair (F):	Date of Lass	
Unit Unit Unit Unit Unit Unit Unit Unit	II III IV V VI VII VIII IX X	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal Preparation Family Spending & Budgeting Care of the Home & Personal Belongings		Intuals	Fair (F):	Date of Lass	
Unit Unit Unit Unit Unit Unit Unit Unit	II III IV V VI VII VIII IX X	Introduction to Home Care Working Effectively w/ Homecare Clients Working w/ the Elderly Working w/ Children Working w/ People who are Mentally Ill Working w/ People w/ Developmental Disabilities Working w/ People w/ Physical Disabilities Food, Nutrition & Meal Preparation Family Spending & Budgeting Care of the Home &		Initials	Fair (F):		

## PERSONAL CARE AIDE (PCA) TRAINING PROGRAM BPSS – REGULATED SCHOOLS

NOTES & COMMENTS:					
We handly south that the divised skills werformed	use wassed analysetion shoulding desired about it town and sowned and that the				
We hereby certify that the clinical skills performance record evaluation checklist depicted above is true and correct and that the named Personal Care Aide has successfully completed all skills. A copy of this completed evaluation checklist has been provided to the Personal Care Aide Student.					
PERSONAL CARE AIDE (PCA) TRAINING PROGRAM <u>DIRECTOR OR INSTRUCTOR</u>					
SIGNATURE:	DATE:				
PERSONAL CARE AIDE (PCA) INSTRUCTOR					
SIGNATURE:	DATE:				
PERSONAL CARE AIDE (PCA) TRAINEE					
SIGNATURE:	DATE:				

BPSS – MAY 2016