



Competency Checklist

Date:	
Employee Name:	
Preceptor/Evaluator's Name	
Competency:	Vital Sign Assessment - Respiration

INDICATORS OF PERFORMANCE LEVEL SUMMARY

How Met		Level of Competency	
O	Direct Observation/Return Demonstration	1	Below expected standards
V	Verbalization/Discussion	2	Fully meets standards
T	Test	3	Well above standards. May precept peers
NA	Not applicable		

If overall performance or competency is rated below the minimum competency level of 2, that performance or competency must be reassessed within 30 days of this review.

The employee demonstrates skills and competence in the following:	How Met	Level of Competency 1 2 3	Evaluated by:
Goal: The patient's pulse is assessed accurately without injury and the patient experiences only minimal discomfort.			
1. Gather Equipment/Supplies: <ul style="list-style-type: none"> • Watch with second hand • Gloves 			
2. Perform hand hygiene and don gloves.			
3. Observe the patient's respirations. Note the rise and fall of the patient's chest.			
4. Using a watch with a second hand, count the number of respirations for 30 seconds. Multiply this number by 2 to calculate the respiratory rate per minute. <ul style="list-style-type: none"> • If respirations are abnormal in any way, count the respirations for at least 1 full minute. 			
5. Note the depth and rhythm of the respirations.			
6. When measurement is completed cover the patient and help him or her to a position of comfort.			
7. Remove gloves and perform hand hygiene.			

Employee is competent to perform the above tasks independently and without supervision

Employee's level of competence is below 2. Reassess competency on: _____

Employee's Signature	
Evaluator's Signature	