Appendix 2: Practitioner competence translates to patient safety

The Position Statement to which this Appendix is attached has been composed with one overarching goal in mind: to ensure that the <u>safety</u> of patients to whom respiratory care is administered in the state of California is guaranteed. This goal, in turn, is optimized when that care is delivered by <u>competent</u> caregivers. Sometimes, certain elements of respiratory care furnished to patients across the continuum of care are thought to require minimal skill. For example, suctioning of a patient's airway is a skill that lies squarely within the purview of the respiratory care practitioner (RCP). Nevertheless, it is not uncommon for non-RCPs to perform this procedure within various settings across the entire care continuum, from Intensive Care Units, through outpatient clinics, to skilled nursing facilities (SNFs). Indeed, in some instances, <u>lay people</u> (either family members or patients themselves) undertake suctioning for home-bound patients. The awareness of this fact can lead unwary observers to trivialize the procedure, and mistakenly assume that caregiver skill/competence is a non-issue. This is an erroneous and potentially dangerous assumption.

At the outset, it must be appreciated that RCPs are required to satisfactorily complete a course in Airway Management, an integral component of the academic curriculum of schools which qualify graduates to sit for their credentialing examinations. Hence, any licensed RCP who applies for a position within a Respiratory Care Department in California will have completed didactic training pertaining to suctioning of the airway before s/he seeks employment. Nevertheless, the clinical competencies of RCPs are also rigorously verified by means of a structured, comprehensive, and highly codified Competency Assurance program. Furthermore, the requisite competencies are not only documented when the RCP is hired, they are confirmed at regular intervals thereafter by means of direct observation during a so-called "return demonstration". This is crucially important if the safety of patients is to be protected and ensured.

The following four pages incorporate an index of procedures for which RCPs' competencies are routinely verified; it represents a typical Respiratory Care Department's ongoing Competency Program. Some of the competencies relate to procedures that are carried out only in Intensive Care Units, such as Mechanical Ventilator Setting Adjustments (Form E6) and Ventilator Management (Form E17). On the other hand, some of the procedures, such as endotracheal suctioning, are furnished to patients throughout the entire continuum of care. Notice that Form D10: Nasotracheal Suctioning, Form E8: Artificial Airway Care, Form E11: Suctioning of the Artificial Airway, and Form F7: Suctioning of the Neonatal/Pediatric Artificial Airway, all relate to this procedure. This index has been excerpted from the "Orientation and Competency Assurance Documentation Manual for Respiratory Care, Second Edition", a resource published by Daedalus Enterprises, Inc., a wholly-owned subsidiary of the American Association for Respiratory Care (AARC). The AARC is the national voluntary professional organization for RCPs. The index is reproduced here in order to illustrate the broad range of clinical competencies that constitute the skills inventories of RCPs.

On the final page of this Appendix, a specimen of the first page (of four pages) of a single Competency Form (D10) is provided for your inspection. This particular competency was chosen because it describes a procedure that is undertaken for respiratory patients across the entire spectrum of clinical venues. It is useful to note how each of the psychomotor elements associated with the procedure is included. The detailed listing of each element ensures that the competence of the RCP is thoroughly evaluated, verified, and documented. We would respectfully suggest that the supremely comprehensive, authoritative, thorough, methodical, and systematic verification of caregivers' competencies embodied in a Competency Program such as this represents the optimal means currently available to ensure that the respiratory care afforded to each and every patient in California is, and remains, <u>safe</u>. It is vitally important to realize that a Competency Program such as this is integral to the ongoing practice of RCPs. In other words, the RCP is a category of practitioner the clinical competency of which, as it relates to respiratory skills, is not left to chance, but is repeatedly confirmed and documented.

Table of Contents

-	nitial Assessment and Documentation of Employee Experience,	1
•		
	of Employee Experience, Education, and Credentials	
	of Competencies/Skills	
	elf-Assessment	
	ication of Credential Maintenance	
	Self-Assessment Skills Checklist	
	Respiratory Care Department Safety and Infection Prevention	
	respiraterly date Department Surety and Infection Frederical minimum.	
	Safety Orientation Checklist	
	Infection Prevention Orientation Checklist	
	Respiratory Care Department Orientation	
	Documentation of Department Orientation	
	Review of Hospital Mission, Job Description and Educational Requirements	
	Age-Specific Competencies	
	Respiratory Care Information Management	
	Drientation and Competency Assurance for General Medical Surgical	•
Care		5
Introduction		5
FORM D-1	General Medical/Surgical Care Orientation Checklist	.5
General Med	dical/Surgical Care Competency Performance Evaluations	.5
FORM D-2	Patient Assessment	
FORM D-3	Pulse Oximetry Procedure	
FORM D-4	Supplemental Oxygen Therapy: System Set-Up	
FORM D-5	Aerosol Administration: System Set-Up	
FORM D-6	Hand-Held Nebulizer	
FORM D-7	Chest Physiotherapy	
FORM D-8	Incentive Spirometry	
FORM D-9	Intermittent Positive Pressure Breathing (IPPB)	
FORM D-10	-	
FORM D-11	High Flow Humidified Owygon	.6
	7,5	
FORM D-12	High Frequency Chest Wall Oscillation	
FORM D-12 FORM D-13 FORM D-14	High Frequency Chest Wall Oscillation	.6

FORM D	-15 Breath Actuated Nebulizer (BAN)	ε
FORM D	-16 Intrapulmonary Percussive Ventilation (IPV®)	6
FORM D	-17 Adult CPAP	6
FORM D	-18 Non-Invasive Positive Pressure Ventilation (BiPAP®)	6
FORM D	-19 General Medical/Surgical Care Competency Evaluation Summary	6
Chapter E	- Orientation and Competency Validation for Adult Critical Care	7
Introduction		7
FORM E-		
Adult Cri	itical Care Competency Performance Evaluations	
FORM E-	,	
FORM E-		
FORM E-	-4 Extubation of Artificial Airway	8
FORM E-	-5 Ventilator Circuit Change	8
FORM E-	-6 Mechanical Ventilator Setting Adjustments	8
FORM E-	-7 Adult Ventilator Monitoring: Patient/System Check	8
FORM E-	-8 Artificial Airway Care	8
FORM E-	-9 Spontaneous Mechanics	8
FORM E-	-10 Arterial Line Set-Up	8
FORM E-	-11 Suctioning of Artificial Airway	8
FORM E-	-12 Tracheostomy Tube Replacement	8
FORM E-	-13 GlideScope [®]	8
FORM E-	-14 RiFL Scope [®]	8
FORM E-	-15 Continuous Nebulization	8
FORM E-	-16 Assisting Percutaneous Tracheotomy	8
FORM E-	-17 Ventilator Management	8
FORM E-	-18 Laryngeal Mask Airway Insertion	8
FORM E-	-19 Artificial Airway Stabilization Device	8
FORM E-	-20 Heliox Administration	8
FORM E-	-21 Ventilator Mode Modification	8
FORM E-	-22 Transport Ventilator Set-Up	8
FORM E-	-23 High Frequency Oscillatory Ventilation - Adult	8
FORM E-	-24 Adult Critical Care Competency Evaluation Summary	8
-	- Orientation and Competency Validation for Neonatal/Pediatric	
-	γ Care	
FORM F-	,	
	I/Pediatric Competency Performance Evaluations	
FORM F-	, , , ,	
FORM F-	,	
FORM F-	-4 Neonatal/Pediatric Mechanical Ventilator System Set-Un	C

	FORM F-5	Nasal/ET CPAP System Set-Up	9
	FORM F-6	Capillary Blood Gas Sampling for Neonatal Patients	9
	FORM F-7	Suctioning of Neonatal/Pediatric Artificial Airway	9
	FORM F-8	Neonatal/Pediatric Patient Assessment	9
	FORM F-9	Surfactant Administration	9
	FORM F-10	Transcutaneous Monitoring – System Set-Up	9
	FORM F-11	Small Particle Aerosol Therapy (SPAG) System Set-Up	9
	FORM F-12	Supplemental Oxygen Therapy – Oxygen Tent System Set-Up	.10
	FORM F-13	Aerosol Drug Administration	.10
	FORM F-14	Nitric Oxide Administration	.10
	FORM F-15	NeoPuff™ T-Piece Resuscitation Device	.10
	FORM F-16	High Frequency Oscillatory Ventilation – Neonatal/Pediatric	.10
	FORM F-17	Neonatal/Pediatric Competency Evaluation Summary	.10
Cha	pter G - O	rientation and Competency Validation for Diagnostic Testing:	11
Intro	duction		11
	FORM G-1	Diagnostic Testing Orientation Checklist	.11
	Diagnostic Te	esting Competency Performance Evaluations	.11
	FORM G-2	Electrocardiogram (ECG)	.11
	FORM G-3	Bronchoscopy Assisting	.11
	FORM G-4	Blood Gas Analysis: Fully Automated	.11
	FORM G-5	Bedside Spirometry	.11
	FORM G-6	Pulmonary Function Testing	.11
	FORM G-7	Arterial Puncture for Blood Gas Analysis	.11
	FORM G-8	Blood Gas Sampling: Arterial Line	.11
	FORM G-9	Metabolic Testing	.11
	FORM G-10	Radial Arterial Line Insertion	.11
	FORM G-11	Bar Code Labeling of Blood Gas Samples	.12
	FORM G-12	ABG Machine Maintenance	.12
	FORM G-13	Diagnostic Testing Competency Evaluation Summary	.12
Cha	pter H - S	pecial Procedures	13
Intro	duction		13
	Special Proce	edures Competency Performance Evaluations	.13
	Sleep Diagno	ostic Testing	.13
	FORM H-1	Polysomnography	.13
	FORM H-2	Polysomnography with CPAP Titration	.13
	FORM H-3	Auto-Titrating CPAP	.13
	FORM H-4	Multiple Sleep Latency Test	.13
	FORM H-5	Overnight Pulse Oximetry Study	.13
	Neurodiagno	stics	.13
	FORM H-6	Flectroencenhalogram (FFG)	13

FORM H-7	Ambulatory Electroencephalogram (EEG)		
Pulmonary R	ehab Procedures		
FORM H-8	Pulmonary Rehab Development of Individualized Treatment Plan		
FORM H-9	Pulmonary Rehab Individual Exercise Session		
FORM H-10	Pulmonary Rehab Breathing, Retraining and Patient Education		
FORM H-11	Pulmonary Rehab Group Exercise Session		
FORM H-12	Pulmonary Rehab Program Operation of Equipment and Supplies14		
FORM H-13	Pulmonary Rehab Program Patient Outcomes Assessment14		
Chronic Disease Management			
FORM H-14	COPD Disease Navigator: Acute Care		
FORM H-15	COPD Disease Navigator: Initial Assessment of COPD Patient		
FORM H-16	Asthma Education14		
FORM H-17	Allergy Skin Testing14		
Institute for	HealthCare Improvement Initiatives		
FORM H-18	Early Mobilization of Ventilator Patient14		
FORM H-19	Rapid Response Team14		
FORM H-20	RC Role in Ventilator Bundle: Spontaneous Breathing Trial (SBT) and Weaning14		
FORM H-21	Bar Code Scanning for Medications14		
Non-Invasive	e Cardiology Procedures14		
FORM H-22	Exercise Treadmill Stress Test		
FORM H-23	Exercise Stress Echo Test		
Miscellaneou	s Procedures		
FORM H-24	Vascular Ultrasound for Arterial Puncture14		
FORM H-25	Medication Storage Machine		
FORM H-26	RC Consult: Assess and Treat Protocol		
Chapter I - O	rientation Documentation and Program Evaluation15		
Introduction			
Final Orientation	Evaluation		
Orientation Proce	ess Evaluation		
FORM I-1 Ir	nterim Orientation Evaluation15		
FORM I-2 Fi	inal Orientation Evaluation15		
FORM I-3 E	mployee Evaluation of Department Orientation15		
Chapter J - Pi	receptor Training and Competency Assessment16		
Method of Traini	ng: Rater Calibration		
Common Errors	during Competency Assessment		
Effective Use of I	Feedback		
Process vs. Produ	uct Assessments		
Role of Self-Asse	essment		
Chapter K - S	ystem for the Selection, Ongoing Assessment, Maintenance, and		
•	of Skills and Competency		

Madison Memorial Medical Center, Respiratory Care Dept CLINICAL PERFORMANCE EVALUATION

Employee: R. C. Practitioner	Procedure:	g F	FORM D-10			
Date: February 31, 2016	Setting: Pulmonary Rehab Clinic					
Patient	Age-Specifi	c Patient Type:				
Manikin	Infant	Pediatric Add	lescent			
Simulated Patient/Test Lung	Adult	Geriatric				
Please place an "x" in the column th	at best descri	bes the emplovee's level w	ith each s	skill.		
A = Acceptable U = Unac		N/A = Not Applicable	Α	U	N/A	
Preliminary Steps						
Acquires requisition or report.						
Obtains appropriate equipment/supplies	according to Clir	nical Practice Guidelines.				
Reviews medical records for precautions/	complications.					
Verifies physician order and assesses for	appropriateness					
Ensures patient privacy, washes hands, a	nd implements	standard precautions.				
Patient Interaction and Equipme	nt Preparatio	on				
Introduces self and identifies department	t.					
Correctly identifies patient using two pati	ient identifiers (v	vristband and birth date).				
Explains procedure, provides patient/fam	ily education &	confirms understanding.				
Properly assembles equipment. Have bag	mask resuscita	tor available at bedside.				
Adjusts negative pressure (-80 to -120 m	ım Hg) or per in	stitution policy.				
Positions patient's head and neck as tole	rated and modify	procedure as necessary.				
Preoxygenates patient for 2 minutes prio	r to procedure.					
Aseptically puts on sterile gloves and lub	ricates suction c	atheter.				
Atraumatically inserts suction catheter in	to <mark>n</mark> ostril avoidir	g nasal turbinates				
If obstruction noted, withdraws catheter	& attempts cont	ralateral nostril.				
Instructs patient to take a deep breath, i	f able, to facilita	te tracheal access.				
Only applies suction only when withdraw	ing catheter.					
Assess for cough stimulation. Limit suction	on time to less th	nan 10 seconds.				
Maintains supplemental oxygen through	ut procedure.					
Assesses for signs of intolerance to thera	ру.					
Encourages patient to cough and expecto	orate secretions	during and post therapy.				
Withdraw catheter and allow for patient i	recovery.					
Reassess patient and evaluate the need t	to repeat the pro	ocedure.				
Patient Evaluation and Terminati	ion of Proced	ure				
Evaluates SpO2, respirations, pulse/ECG	throughout suct	ioning procedure.				
Auscultates breath sounds before and aft	ter procedure.					
Terminates procedure; responds to adver	rse reaction/noti	fies appropriate personnel.				
Documentation and Records						
Appropriately documents procedure in m						
Effectively communicates results to other	members of the	e healthcare team.				