



## Great Oaks Secondary Practical Nursing Essential Skills Profile

This profile provides an outline of the skills required for successful completion of this career program. Additional information is located on the Great Oaks website at <http://hs.greatoaks.com/essential-skills-high-school-programs/> and selecting the corresponding career program.

### Recommended Work Keys Scores for Secondary Practical Nursing

Applied Mathematics-4	Locating Information-4
Reading for Information-4	

\*Practice tests and more information at [www.act.org/workkeys](http://www.act.org/workkeys)

### Essential Skills Needed to Successfully Complete the Program

<b>Rating Key:</b>	<b>Low = Slightly Essential</b>	<b>Medium = Essential</b>	<b>High = Very Essential</b>
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Key Vocational Factors		Rating
Visual Acuity	The ability to detect differences/details visually	High
Depth Perception	The ability to detect the physical distance/depth of objects in space and time	High
Oral Communication	The ability to express/explain ideas.	High
Written Communication	The ability to communicate in a written format and record information accurately	High
Physical Mobility/Strength	Extended stooping, bending, walking, and lifting; must be able to lift a minimum of 50 pounds	High
Eye-hand Coordination	The ability to use tools	High
Auditory Acuity	The ability to detect differences in pitch and sound	High

Worker Trait Skills	Rating
Ability to get along with others	High
Ability to work independently, without close supervision	High
Ability to work toward work including tasks of minimal interest	High
Ability to work accurately, recheck and correct work, to an industry standard	High
Dependability (Attendance and Punctuality)	High
Ability to follow, interpret, and retain:	
Multi step oral instructions	High
Written instructions/technical manuals-multi step	High
Simple to complex diagram instructions	High
Visual models or demonstrated instructions	High
Ability to use tools of trade (urinalysis test strips, therapeutic heating or cooling pads or compresses, specimen collection container, glucose monitors or meters, electronic medical thermometers, blood pressure, stethoscope, spirometers, patient stabilization devices, needles, patient stabilization devices, patient care beds, nebulizers, etc.)	High

Ability to use numerical data (count, measure, compute, etc.) in applied setting	High
Ability to discriminate between objects of similar:	
Size	Medium
Shape	Medium
Color	High
Spatial Relationship	High
Ability to organize work process/follow defined procedures	High
Ability to use various measuring tools with consistency and accuracy	High
Ability to reference charts to determine course of action or equivalencies	High
Ability to follow sequence or to determine sequence of actions to a successful conclusion	High
Dexterity (fine finger)	High
Active Listening: Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.	High
Service Orientation: Actively looking for ways to help people.	High
Coordination: Adjusting actions in relation to others' actions.	High

<b>Reading Skills *See Recommended Work Key Sores</b>	
Grade level: Text Readability 12.0	Strong Reading Skills
<b>Math Skills *See Recommended Work Key Scores</b>	
Counting-Recording-Comparing-Calculating	Whole numbers
Calculating Fractions, ratios, formulas, square roots	Pre-Algebra/Algebra/Geometry
Strong Math Skills	

### Additional Abilities Required

<b>Oral Comprehension</b>	The ability to listen to and understand information and ideas presented through spoken words and sentences.
<b>Oral Expression</b>	The ability to communicate information and ideas in speaking so others will understand.
<b>Problem Sensitivity</b>	The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

### Knowledge Required in Secondary Practical Nursing Field

<b>Customer and Personal Service</b>	Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
<b>English Language</b>	Knowledge of the structure and content of the English language including the meaning and

	spelling of words, rules of composition, and grammar.
<b>Psychology</b>	Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.
<b>Medicine and Dentistry</b>	Knowledge of the information and techniques needed to diagnose and treat human injuries, diseases, and deformities. This includes symptoms, treatment alternatives, drug properties and interactions, and preventive health-care measures.

**Additional Considerations**

Solid reading, writing, and math skills	Moving around, stooping, bending, and standing for long periods of time
Wear a uniform	Pass background screening (BCI)
Work as a team member	Visually astute and detail oriented
Enjoy helping others	STRONG memorization skills are needed
Maintain cleanliness standards including own hygiene	Must be able to deal with bodily fluids, smells, and injuries
Understand and maintain confidentiality	Open minded to diverse life styles and environments

**Secondary Practical Nursing Work Activities**

Administer prescribed medications or start intravenous fluids, noting times and amounts on patients' charts.	Measure and record patients' vital signs, such as height, weight, temperature, blood pressure, pulse, and respiration.
Observe patients, charting and reporting changes in patients' conditions, such as adverse reactions to medication or treatment, and taking any necessary action.	Provide basic patient care or treatments, such as taking temperatures or blood pressures, dressing wounds, treating bedsores, giving enemas or douches, rubbing with alcohol, massaging, or performing catheterizations.
Answer patients' calls and determine how to assist them.	Work as part of a healthcare team to assess patient needs, plan and modify care, and implement interventions.
Supervise nurses' aides or assistants.	Sterilize equipment and supplies, using germicides, sterilizer, or autoclave.

Evaluate nursing intervention outcomes, conferring with other healthcare team members as necessary.	Make appointments, keep records, or perform other clerical duties in doctors' offices or clinics.
Provide medical treatment or personal care to patients in private home settings, such as cooking, keeping rooms' orderly, seeing that patients are comfortable and in good spirits, or instructing family members in simple nursing tasks.	Counsel patients about drug regimens and possible side effects or interactions with other substances such as food supplements, over-the-counter (OTC) medications, or herbal remedies.
Assemble and use equipment, such as catheters, tracheotomy tubes, or oxygen suppliers.	Record food and fluid intake and output.
Collect samples, such as blood, urine, or sputum from patients, and perform routine laboratory tests on samples.	Prepare patients for examinations, tests, or treatments and explain procedures.
Help patients with bathing, dressing, maintaining personal hygiene, moving in bed, or standing and walking.	Prepare or examine food trays for conformance to prescribed diet.
Inventory and requisition supplies and instruments.	Clean rooms and make beds.
Assist in delivery, care, or feeding of infants.	Apply compresses, ice bags, or hot water bottles.
Maintain accurate, detailed reports and records.	Record patients' medical information and vital signs.
Monitor, record, and report symptoms or changes in patients' conditions.	Consult and coordinate with healthcare team members to assess, plan, implement, or evaluate patient care plans.
Provide health care, first aid, immunizations, or assistance in convalescence or rehabilitation in locations such as schools, hospitals, or industry.	Direct or coordinate infection control programs, advising or consulting with specified personnel about necessary precautions.
Prepare patients for and assist with examinations or treatments.	Conduct specified laboratory tests.
Perform physical examinations, make tentative diagnoses, and treat patients en route to hospitals or at disaster site triage centers.	Prepare rooms, sterile instruments, equipment, or supplies and ensure that stock of supplies is maintained.

**Technology**

Word processing software	Spreadsheet software
Medical software	Office suite software
Calendar and scheduling software	

**Available Certifications**

American Heart Association Basic Lifesaver Certification	CPR/First Aid Certification (1 Point)
American Heart Association Basic Life Support for Healthcare Providers	National Council Licensure Exam (NCLEX) (12 Points)
Ohio State Tested Nurse Aide (STNA) (12 Points)	

**Possible College Credits**

College Credit Plus in English, Math, Social Studies, or Science	Must be preapproved. Must pass a college course at an Ohio college or College Credit Plus class at Great Oaks.
Career Technical Credit Transfer	The Ohio Transfer to Degree Guarantee helps career and technical students transfer credits earned in high school to community college or four-year degree programs. The credit can be used at any Ohio public college or university: <ul style="list-style-type: none"> <li>• If you successfully completed your career-technical program and passed certain required assessments.</li> <li>• If you attend a similar program at a public Ohio college or university.</li> </ul>
Articulated Credit	Great Oaks has agreements with certain colleges; if you attend one of those colleges you can get credit toward a specific degree. Currently, Great Oaks has agreements in your program with: <ul style="list-style-type: none"> <li>• Sinclair Community College (Life and Health Science, up to 5 credit hours possible)</li> <li>• Southern State Community College (Nursing, up to 31 credit hours possible)</li> </ul>

\*Additional college or post-secondary education may be required in this field

**Possible Career Pathways**

RN	Nurse educator
Nurse practitioner	LPN
Nurse anesthetist	