

Cardiographic (EKG) Technician - Acute

Name _____ Telephone _____ Who is your recruiter? _____ Date _____

Instructions: This checklist is meant to serve as a general guideline for our client facilities as to the level of your skills within your nursing specialty. Please use the scale below to describe your experience/expertise in each area listed below.

Proficiency :- 1 = Never Performed
Frequency :- 1 = Never

2 = Limited Experience
2 = Sometimes

3 = Comfortable Performing
3 = Often

4 = Proficient
4 = Always

Age Specific:	Proficiency				Frequency			
Infant (Birth to 1 year)	1	2	3	4	1	2	3	4
Toddler (1–3 years)	1	2	3	4	1	2	3	4
Pre-school (3–6 years)	1	2	3	4	1	2	3	4
School Age (6–12 years)	1	2	3	4	1	2	3	4
Adolescent (12–18 years)	1	2	3	4	1	2	3	4
Young Adult (18–30 years)	1	2	3	4	1	2	3	4
Mature Adult (30–60 years)	1	2	3	4	1	2	3	4
Elderly (>60 years)	1	2	3	4	1	2	3	4

TECHNICAL/CLINICAL SKILLS

PERFORMING 12-LEAD EKGs:	Proficiency				Frequency			
Skin Preparation	1	2	3	4	1	2	3	4
Lead Placement	1	2	3	4	1	2	3	4
Electrode Placement	1	2	3	4	1	2	3	4
Methods to Reduce Significant Artifact	1	2	3	4	1	2	3	4

MANAGING EKG MACHINE:	Proficiency				Frequency			
Uploading/Deleting Reports	1	2	3	4	1	2	3	4
Load EKG Paper	1	2	3	4	1	2	3	4
Troubleshooting	1	2	3	4	1	2	3	4
Machine Maintenance	1	2	3	4	1	2	3	4
Calibrating EKG Machine	1	2	3	4	1	2	3	4

PLACING HEART MONITORS:	Proficiency				Frequency			
Holter Monitors	1	2	3	4	1	2	3	4
Event Monitors	1	2	3	4	1	2	3	4
Zio Patches	1	2	3	4	1	2	3	4

EKG INTERPRETATION:	Proficiency				Frequency			
Identification of Abnormal Arrhythmias	1	2	3	4	1	2	3	4
Identification of Lethal Arrhythmias	1	2	3	4	1	2	3	4
Identification of Artifact	1	2	3	4	1	2	3	4

Pathology of the Cardiovascular System	1	2	3	4	1	2	3	4
Anatomy of the Cardiovascular System	1	2	3	4	1	2	3	4
Scanning Heart Monitors	1	2	3	4	1	2	3	4
ASSIT WITH CARDIOLOGY PROCEDURES:	Proficiency				Frequency			
Stress Testing	1	2	3	4	1	2	3	4
Pacemaker Monitoring	1	2	3	4	1	2	3	4
Monitoring EKG Waveform	1	2	3	4	1	2	3	4
PATIENT CARE:	Proficiency				Frequency			
Monitor Vital Signs	1	2	3	4	1	2	3	4
Patient Education on Equipment Function/Procedures	1	2	3	4	1	2	3	4
Patient Identification	1	2	3	4	1	2	3	4
Patient Safety	1	2	3	4	1	2	3	4
Cultural Competence	1	2	3	4	1	2	3	4
INFECTION CONTROL AND PREVENTION:	Proficiency				Frequency			
When to Use PPE	1	2	3	4	1	2	3	4
Donning/Doffing PPE	1	2	3	4	1	2	3	4
Standard Precautions	1	2	3	4	1	2	3	4
Isolation Precautions	1	2	3	4	1	2	3	4
Environmental Control	1	2	3	4	1	2	3	4
GENERAL SKILLS								
PATIENT RIGHTS:	Proficiency				Frequency			
Manage Refusals	1	2	3	4	1	2	3	4
Manage Complaints	1	2	3	4	1	2	3	4
Identifying/Accommodating Patient Needs and Privacy	1	2	3	4	1	2	3	4
Maintain Confidentiality	1	2	3	4	1	2	3	4
Adhere to HIPAA Regulations	1	2	3	4	1	2	3	4
COMMUNICATION SKILLS:	Proficiency				Frequency			
Communication with Physicians/Nurses	1	2	3	4	1	2	3	4
Communication with Patients	1	2	3	4	1	2	3	4
Use of Translator Devices/Services	1	2	3	4	1	2	3	4
Collaboration with Team Members	1	2	3	4	1	2	3	4
COMPUTER SKILLS AND DOCUMENTATION:	Proficiency				Frequency			
Upload Reports from Third-Party Vendors	1	2	3	4	1	2	3	4
Use of EMR/EHR Systems	1	2	3	4	1	2	3	4

Knowledge of Cardiovascular Anatomy	1	2	3	4	1	2	3	4
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Knowledge of Medical Terminology Related to Cardiology	1	2	3	4	1	2	3	4
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CLERICAL DUTIES:	Proficiency				Frequency			
Schedule/Cancel Appointments	1	2	3	4	1	2	3	4
Respond to Patient Messages	1	2	3	4	1	2	3	4
Respond to Provider Messages	1	2	3	4	1	2	3	4
Answer Phone Calls	1	2	3	4	1	2	3	4

WORK EXPERIENCE SETTINGS:	Proficiency				Frequency			
Hospital	1	2	3	4	1	2	3	4
Physician Office	1	2	3	4	1	2	3	4
Imaging Center	1	2	3	4	1	2	3	4
Nursing Facilities	1	2	3	4	1	2	3	4

Work History

Years Experience in Clinical Specialty:

Most recent facility worked at:

I hereby certify that ALL information I have provided to Clover Health Services, on this skills checklist and all other documentation, is true and accurate.
I understand and acknowledge that any misrepresentation or omission may result in disqualification from employment and/or immediate termination.