



Home Health Aide Skills Checklist

Directions

Please carefully assess your strengths and select the appropriate experience level for each skill. This information will be utilized by Independent Nursing Services and may be shared with our client facilities.

A = Proficient (Expert)

B = Experienced (Performs Independently)

C = Familiar May Require Assistance

D = No Experience

NAME: _____

Fax to (586) 771-4205 when completed

	A	B	C	D		A	B	C	D
Vital Signs:					Safe Transfer Techniques				
Temperature-Oral					Range of Motion ROM				
Temperature-Rectal					Repositioning in bed				
Temperature-Auxillary					Walker				
Pulse: Radial					Hoyer Lift				
Pulse: Apical					Assist with Ambulation				
Blood Pressure									
Counting Respirations					Housekeeping Duties				
					Washing Clothes				
Personal Care ADL					Folding Clothes				
Bed Bath					Dishes				
Sponge Bath					Mop Floors				
Tub Bath					Dusting				
Shower					Grocery Shopping/ Errands				
Nail and Skin Care									
Hair Care					Meal Preparation				
Oral Hygiene					Assist with Feeding				
Brush					Diabetic Diet				
Swab					Low Sodium Diet				
Denture Care					Special Diet Instructions				
Shave					Care Experience				
Assist with Dressing					Care of Alziehemer client				
					Care of Client with Respiratory Difficulties				
Elimination					Care of Client with stroke				
Use of Bedpan					Care of Client with head injuries				
Bowel Program					Diabetic Care				
Use of Bedside Commode					Care of the Amputee client				
Measure Urine Output									
Empty Foley Catheter drainage bag					Care of the bed bound client				
Nursing Notes Charting/Documentation					Care of the paraplegic or quadriplegic client				
Nursing Care Check List					Client Transportation				
Nursing Note Journal of Care					Assist in and out of vehicle				
Skin Assessment-					Use of manual wheelchair				
					Use of electric wheelchair				



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Home Health Aide Exam

Name: _____ Date: _____

1. Which of the following can cause bed sores?
 - a. Poor blood circulation.
 - b. Laying on one spot for long periods of time.
 - c. Skin lotions.
 - d. Changing positions too often.

2. Indicate those changes that a Home Health Aide should always report by a phone call to a supervisor. (Darken the circle beside your answers. Indicate all answers that are appropriate.)

<input type="checkbox"/> Excessive Coughing	<input type="checkbox"/> Amber/Yellow urine
<input type="checkbox"/> Skin breakdown	<input type="checkbox"/> Slurred Speech
<input type="checkbox"/> A temperature of 100 degrees F	<input type="checkbox"/> Unsteady Gait
<input type="checkbox"/> Signs of Bruising	<input type="checkbox"/> Unanswered Doorbell
<input type="checkbox"/> Abusive language	<input type="checkbox"/> Sudden Anxiety
<input type="checkbox"/> One time refusal of a bath	<input type="checkbox"/> No hot water in home
<input type="checkbox"/> Request by patient for topical application of cream/lotion	<input type="checkbox"/> Patient requesting tasks not on assignment sheet
<input type="checkbox"/> Failure to take medication	<input type="checkbox"/> Visit by Relatives
<input type="checkbox"/> Good Appetite	

3. When a client is using a shower, the home health aide should:
 - a. Stay with the resident.
 - b. Have the resident call you when finished.
 - c. Check on the resident every five minutes.
 - d. Leave the resident alone to bathe in privacy.

4. Temperatures should be taken orally when:
 - a. The resident is on oxygen.
 - b. The resident is paralyzed.
 - c. The resident is alert and cooperative.
 - d. The resident is having trouble breathing.

5. What is one of the most effective infection control measures a home health aide can use?
 - a. Using water as a disinfectant.
 - b. Not touching residents.
 - c. Washing hands.
 - d. Shaking bed sheets before putting them in the laundry hamper.

6. Which of the following is a principle of body mechanics?
 - a. Keep your knees locked.
 - b. Keep the person far away from your body.
 - c. Place your feet about 12 inches apart with one foot slightly ahead of the other and lift with your leg muscles.
 - d. Twist your upper body as you lift.

7. Which of the following is a normal oral temperature?
 - a. 96.2 degrees F
 - b. 98.6 degrees F
 - c. 99.5 degrees F
 - d. 101.1 degrees.F

8. Which one of the following helps germs multiply?
 - a. Moisture.
 - b. Light.
 - c. Temperatures below 32 degrees F.
 - d. Boiling water.

9. When handling linens of an incontinent client, you should
 - a. Always wear gloves
 - b. Scrub with a brush before washing.
 - c. Carefully shake out linens before washing.
 - d. First rinse with hot water before washing.

10. Clients who do not drink enough liquids can experience:
- Dehydration.
 - Decubitus ulcers.
 - Loss of hearing in the higher ranges.
 - Diarrhea.
11. To comfort a resident who is dying:
- Avoid discussing death.
 - Isolate the resident.
 - Discuss your feelings about death.
 - Be there and listen.
12. One of the best ways to prevent the spread of infection is to:
- Never talk on the clients phone
 - Never touch residents with infectious diseases.
 - Always wear latex gloves while on duty.
 - Always wash hands before and after patient contact.
13. If a patients behavior deviates from their normal persona, you should:
- Reprimand them appropriately.
 - Report their behavior to the supervisory nurse.
 - Restrain them to prevent injury to themselves or to others.
 - Leave them alone and let them get over it.
14. Circle any three (3) safety hazards the Home Health Aide should observe for in every home:

a. Functioning smoke detectors	e. Loose scatter rugs
b. Frayed electrical wiring	f. Overloaded electrical outlets
c. Presence/location of fire extinguishers	g. Signs of patient/spouse smoking in bed.
d. Water on the floor	h. Broken handrails on stairways

15. You suspect that a client has been abused. What should you do?
- Tell a family member
 - Call the hotline.
 - Call the nursing supervisor

- d. Discuss it with the patient
16. Which of the following statements is correct?
- a. A full liquid diet can include milk and sherbet.
 - b. A diabetic diet contains food high in sugar.
 - c. A low sodium diet contains foods such as ham
 - d. A clear liquid diet includes tea, Jell-O and ice cream
17. When moving a resident it is important to consider the patient's _____?
- a. Comfort.
 - b. Privacy.
 - c. Safety.
 - d. All the above.
18. When doing ROM exercises, move each jointly:
- a. Slowly, gently, and smoothly.
 - b. Fast and hard to keep pain at a minimum.
 - c. Until hyperextended to help patient stretch their joints.
 - d. Any of the above, depending upon the situation.
19. If the client's skin is not well cared for, the client _____?
- a. May develop senility acne syndrome.
 - b. Will stick to the bed.
 - c. Is at risk of developing decubitus ulcers.
 - d. Is at risk of developing peptic ulcers.
20. What is the recommended daily fluid intake for an adult?:
- a. 6-8 8 ounce glasses
 - b. 2-4 8 ounce glasses
 - c. 3 quarts a day.
21. A patient on a bed pan should be checked _____?
- a. Every minute.
 - b. Every 5 minutes.
 - c. Every 20 minutes.

- d. When they call you.
22. A resident unable to control the passage of urine or bowel movement is called?
- a. Inconsiderate.
 - b. Intolerable
 - c. Incontinent.
 - d. A mess.
23. A normal heart rate for an adult is _____ beats per minute and can be monitored on the inside of the wrist with the _____ pulse.
- a. 60-80; radial.
 - b. around 100; apical.
 - c. around 60-80; axially lower arm.
 - d. 100-120; radial.
24. Good sources of protein are:
- a. Beans, peanut butter and eggs.
 - b. Potatoes and noodles
 - c. Green salad and cooked greens
 - d. Apples and oranges
25. A resident with _____ may not remember things from one minute to the next.
- a. Dentures.
 - b. Alzheimer's.
 - c. Epilepsy.
 - d. Parkinson's.
26. If someone complains of chest pains that lasts more than 2 minutes, you should
- a. Drive the person to a doctor's office.
 - b. Call the persons doctor
 - c. Call emergency medical services 911
 - d. Begin CPR
27. True or False: Water on the floor is a safety hazard? _____True _____False
28. True or False: Do not attempt to move an individual that has fallen. _____True _____False

