

Occupational Health Nursing Core Competencies Individual Assessment

Name: _____ Orientation Start Date: _____ Completion Date: _____

Instructions: Pre-Assessment-the nurse will rate each knowledge, skill, or attitude (KSA) from 1 (novice) to 5 (expert) in each box. Following orientation or training, the nurse and preceptor will collaboratively provide a post-assessment.

Competency (Knowledge, Skill, Attitude)	Assessment		Method	Comments	References (See Appendix A)
	Pre	Post			
Prerequisites and Mandatory Electronic Training	CRITICAL THINKING: Demonstrates baseline preparation for documentation and coding of patient encounter				
1. Demonstrates proficiency in the use of CHCS					<u>Ref 1</u>
2. Demonstrates proficiency in the use of AHLTA					<u>Ref 2</u>
Clinical Skills	CRITICAL THINKING: Appropriately delegates authority, accountability, and duties for Occupational Health Nursing care. Assists with developing policies and procedures and standards of care for all patients. Fosters interdisciplinary collaborative relationships among other services to ensure provision of quality care. Prioritizes tasks and manages time schedules, personnel, and resources to meet unit department goals and patient care standards.				
1. Establishes and maintains adequate medical record system in accordance with HIPPA and other established directives.					<u>Ref 5</u> <u>Ref 6</u>
2. Utilizes and demonstrates electronic literacy with AHLTA, CHCS, ADS, Coding, PC Matrix, and PC computer systems.					<u>Ref 1</u>
3. Directly performs or ensures preliminary portions of physical examinations such as blood pressure, EKG, Vision, hearing, Spirometry, etc are accomplished and accounted for in workload data bases					<u>Ref 7</u>
4. Ensures that all forms and necessary paper work associated with physical examination is completed according Medical Matrix protocol and directives.					<u>Ref 33</u>
5. Provides nursing assessment and nursing care for work and non-work related injuries and illnesses within established protocols and scope of nursing practice and make appropriate consultation and referrals.					<u>Ref 8</u> <u>Ref 9</u>

Self Assessment

- 1 = Novice
- 2 = Advanced Beginner
- 3 = Competent
- 4 = Proficient
- 5 = Expert

Evaluation Method

- D = Demonstration/Observation
- I = Interactive Class
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Post-Assessment Page Total: _____

File Individual Assessment in Training Record; Summary in Individual Professional File

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	Pre	Post			
6. Refers employees as appropriate for follow-up care to services such as Health Promotion, Audiology, Optometry or personal physicians.					<u>Ref 10</u>
7. Counsels clients on reduction of health and safety risks					<u>Ref 11</u> Chapt 1 SectXII: F-3 Pg:29
8. Conducts comprehensive health and injury assessments.					<u>Ref 11</u> Chapt 11 Sect III:A-E pg: 300 -302
9. Interprets results of clinical tests and initiates appropriate interventions					<u>Ref 12</u>
10. Collects, maintains and analyzes occupational health statistical data for epidemiologic trends in health risks for employees. Utilizes accident and illness, Bloodborne Pathogens, Customer Satisfaction, Occupational Medicine Program Assessment (OMPA), Occupational Medicine Program Metrics and other clinic and command specified monitoring processes.					<u>Ref 11</u> Chapt 5 Sect III-X Pgs: 123-129 <u>Ref 13</u> Chapt 4 pgs 16-27
Workers' Compensation/Case Management	CRITICAL THINKING: Applies knowledge of various diseases and demonstrates the ability to effectively communicate preventive measures. Uses different methods of education to assist the comprehension of the client and serves as coordinator of services for the individual to achieve health goals.				
1. Identifies the need for case management intervention.					<u>Ref 14</u> Sect 8 pg 15 A
1a. Establishes criteria and uses case finding/screening to identify clients who are appropriate candidates for case management.					<u>Ref 14</u> Sect 8 pg 15 A
1b. Identifies cases for early intervention.					<u>Ref 14</u> Sect 8 pg 15 A
2. Conducts a thorough and objective assessment of the client's current status and case management needs.					<u>Ref 14</u> Sect 8 pg 15 B

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2a. Assesses and documents a broad spectrum of client needs, including physical and psychosocial, using data from clients and families, other health care providers, health records, environmental exposure data, etc.					<u>Ref 14</u> Sect 8 pg 15 B
2b. Maintains awareness of cultural, economic and social issues that may impact health.					<u>Ref 14</u> Sect 8 pg 21 M <u>Ref 14</u> Sect 8 pg 15 B
3. Tracks employees with occupational medical conditions, reviewing medical care and treatment relating to the employee's ability to return to full or limited duty.					<u>Ref 11</u> Chapt 12 Sect V: B <u>Ref 13</u> Chapt 6 pgs 42-43
4. Works with HRO/ICPA to identify employees who require work accommodation, retraining, or disability retirement.					<u>Ref 13</u> Chapt 6 pgs 42-43
5. Interfaces with supported activity supervisors, Injury Compensation Program Administrators, personal physicians, DON Occupational Medicine providers, Industrial Hygienists and the activity's Safety personnel to review limitations and modified work assignments for employees with occupational injuries and illnesses. Refers appropriate cases to the physician for review.					<u>Ref 13</u> Chapt 6 pgs 42-43
6. Recognizes that early return to work (including accommodated duty) benefits everyone and accordingly priorities Workers' Compensation Cases					<u>Ref11</u> Chapt 12 Sect VII:A-G pgs:345-359 <u>Ref 13</u> Chapt 6 pgs 42-43
Work Force Issues/Environmental Health	<u>CRITICAL THINKING:</u> Determines the state of health of the worker by performing assessments, examinations, and monitoring of the worker by conducting pre-placement and periodic certification/surveillance examinations. Conducts workplace monitoring to identify potential hazards harmful to the worker's health through familiarization with work environment, production processes, and equipment handling practices.				

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	Pre	Post			
1. Coordinates client health screening and medical surveillance programs and services					<u>Ref 11</u> Chapt 11 SectVII:D pg 313-322 <u>Ref 15</u> Chapt 8;0805
2. Performs and documents work site visits alone or in collaboration with Industrial hygiene or safety specialists to evaluate health hazards, work practices, return to work, job modifications, and the utilization of appropriate safety, and protective equipment.					<u>Ref 13</u> Chapt 3: Pgs-14-15 <u>Ref 11</u> Chapt 9 Sect I: A:D pgs:237-239 <u>Ref 11</u> Chapt 16 sect XIII: F Pg:488-489
3. Fosters compliance with current laws and regulations governing work force and worksite safety, health and environmental issues					<u>Ref 11</u> Chapt 3 pgs71-100 <u>Ref 15</u> Chapt 1 :0104 a
4. Interacts with base and community organizations that provide health and safety resources					<u>Ref 13</u> Chapt 1 pg 11 <u>Ref 11</u> Chapt 7 Sect XIV: A-B pg209
5. Identifies internal and external resources, assets, and capabilities which may be used during a local, regional or national emergency and/or disaster incident					<u>Ref 3</u> (EC) <u>Ref 11</u> Chapt 13 <u>Ref 15</u> Chapt 26
6. Serves as an occupational/environmental health and safety expert to commands, other government agencies, the community, and other groups					<u>Ref 13</u> Chapt 1 pg 12 <u>Ref 11</u> Chapt 6 Sect V:C pg164-165 <u>Ref 11</u> Chapt 5Sect I:B pg119-120

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	Pre	Post			
Regulatory/Legislative Compliance	CRITICAL THINKING: Determines program compliance with Federal Mandated Laws and Programs.				
1. Facilitates and implements Occupational Health Program based on current trends and policies to ensure compliance to include, but not limited to OSHA, DoD, DON, OPNAV, BUMED, NMCPHC, DOL, DOT, CDC, TJC, command instructions and Occupational Health Program SOP and Protocol Manual.					<u>Ref 3 (CAMAC)(HCSS)</u> <u>Ref 4</u>
2. Demonstrates compliance with laws and regulations governing nursing practice. Especially in the field of Occupational Health Nursing.					<u>Ref 8</u> <u>Ref 9</u> <u>Ref 10</u> <u>Ref 15 Chapt 2</u>
3. Demonstrates knowledge of and accessing of OPNAVINST 5100.23 Series and other Navy instructions and Command policies					<u>Ref 15</u>
4. Monitors legislative activities that may impact nursing practice, workers, workplaces and the environment. (ADVANCED COMPETENCY)					<u>Ref 17</u>
5. Engages in committees to actively affect policy making and practices that affect Occupational Health Nursing in BUMED (ADVANCED COMPETENCY)					<u>Ref 11 Chapt 18 Sect IV;D&E</u>
6. Leads initiatives to influence change in the practice of Occupational Health Nursing in BUMED and the Federal Government (ADVANCED COMPETENCY)					<u>Ref 11 Chapt 18 Sect IV;D&E</u>
7. Influences policy relating to occupational and environmental health risk reduction (ADVANCED COMPETENCY)					<u>Ref 11 Chapt 18 Sect V: C pg 540-541</u> <u>Ref 16</u>

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	Pre	Post			
Management, Business And Leadership	CRITICAL THINKING: Develops and implements management strategies to provide input into the mission of the command.				
1. Demonstrates management of a process to collect, document and validate data required for submission of Occupational Medicine Metrics					<u>Ref 15</u> Chapt 2 <u>Ref 18</u>
2. Submits OM Metrics in proper format as required					<u>Ref 18</u> Part II
3. Establishes a process to implement and update (on an annual basis) Occupational Medicine Program Assessment (OMPA), and other clinic and command specified monitoring processes.					<u>Ref 15</u> Chapt 2 (0207)(a)
4. Implements a process to collect, maintain and analyze occupational health statistical data for epidemiologic trends in health risks for employees. Utilizes accident and illness, Bloodborne Pathogens, Customer Satisfaction,					<u>Ref 11</u> Chapt 5 Sect III-X Pgs: 123-129 <u>Ref 13</u> Chapt 4 pgs 16-27
5. Establishes and Implements a program improvement process based on findings of OMPA.					<u>Ref 18</u> Part III
6. Uses validated data from OM Metrics and OMPA as a business tool to justify needs of the OM Clinic					<u>Ref 18</u> Part III subsection 5
7. Develops and evaluates clinics protocols and practice guidelines.					<u>Ref 11</u> Chapt 11 Sect: VI: A-D Pgs: 309-310. Chapt 7 Sect XI: C pg:205
8. Reports work hours via DMHRSi (or other method as approved by facility)					
9. Facilitates and supports the development of other occupational and environmental health projects and processes (example: establishes metrics, and program assessment protocol (ADVANCED COMPTENCY))					<u>Ref 11</u> Chapt 7 Sect XI :D&E pg:206

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	Pre	Post			
Occupational Health Nurse Staff Development	CRITICAL THINKING: Takes responsibility and accountability for professional development as an Occupational and Environmental Health Nurse.				
1. Attends required command orientation program and ongoing required training programs within established timeframes					<u>Ref 15</u> Chapt 6 <u>Ref 19</u>
2. Completes orientation to OH Nursing. (to include if possible Introduction to NAVOSH Ashore)					<u>Ref 15</u> Chapt 6 sect 0602b
3. Provides education and training for staff and supported activity's employees regarding preventive measures for specific hazardous operations, occupational health/medicine's role and orientation to the Navy's Occupational Health Program.					<u>Ref 15</u> Chapt 6 sect 0602c
4. Provides individual, family and group education and training on specific hazards and substances in compliance with Federal Hazard Communication standard.					<u>Ref 11</u> Chapt 16;Sect XVIII-XX
5. Maintains current certification in Spirometry. Attended NIOSH approved Spirometry training on _____					<u>Ref 13</u> Chapt 8 pg 53 <u>Ref 20</u>
6. Maintains current certification in Spirometry. Attended NIOSH approved Spirometry Refresher training on _____					Same as above
7. Maintains current certification in audiology. Recertification due on _____					<u>Ref 21</u>
8. Maintains current certification in BLS and/or ACLS. Recertification due on _____					<u>Ref 22</u>
9. Number of CEUs earned during FY in Occupational Health _____					<u>Ref 15</u> Chapt 6 pg 6-A-3
10. Implements plan of action and milestones to obtain COHN-S/COHN					<u>Ref 23</u>
11. Functions as a preceptor or mentor (ADVANCED)					<u>Ref 11</u> Chapt 7 Sect IX: K pg198

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Health Promotion/ Disease Prevention	CRITICAL THINKING: Develops strategies for programs to increase employee's awareness; discusses the meaning and application of results from health risk appraisals; promotes positive lifestyle interventions such as smoking cessation and improved exercise and nutrition; designs strategies to help alter attitudes and behaviors to improve health; and encourages self-responsibility for utilization of health resources.				
1. Works with the MTF to assess the health needs of the community and workers					<u>Ref 24</u> <u>Ref 25</u>
2. Assists the MTF/Clinic in planning, implementing and evaluating health promotion and disease prevention strategies and programs					<u>Ref 11</u> Chap 14 pg 409-450 <u>Ref 25</u>
3. Uses adult learning concepts in health education programs (ADVANCED COMPTENCY)					<u>Ref 11</u> Chapt 14 pg 409-450
4. Evaluates and communicates the health outcomes and return on investment of health promotion and disease prevention programs and services to the community and to worker and workplace (ADVANCED COMPTENCY)					<u>Ref 11</u> Chapt 14 pg 409-450
Foundational/Generic Nursing Competencies (consistent for all RNs)	CRITICAL THINKING: Recognizes key symptomology of combat operational stress, PTSD, and traumatic brain injury. Identifies need for referral/evaluation of stress reduction, psychoeducation, and behavioral health interventions for the prevention of and reduction of operational stress disorders for patient or family				
1. Critically reviews patient or family past and planned deployment cycle and any change in alcohol use/misuse.					<u>Ref 28</u>
2. Apply operational/occupational stress control concepts to assess patients, peers, and units. Applies Stress First Aid to patients, peers, and units.					<u>Ref 29</u> <u>Ref 30</u> <u>Ref 31</u>

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Military and Operational Unique	CRITICAL THINKING: Recognizes key components of the military and operational unique situations such as Pre and Post Deployment, Preventive Health Assessment for individual readiness.				
Pre & Post Deployment Health Assessment:					
1. Works with Periodic Health Assessment (PHA) process to ensure that AD or Civil Service employee is cleared for Deployment					<u>Ref 32</u>
2. Identifies that all required Immunizations (including TB screening), Lab studies, Dental Requirements, Medical Surveillance components are completed and that any deployment limiting findings are documented and reported in a timely manner.					<u>Ref 32</u>
3. Ensures that eye glass and gas mask inserts, and protective equipment have been acquired by the deploying member					<u>Ref 32</u>
4. Informs AD member/Civil Service Employee of Personal Protective Equipment (PPE) needed					<u>Ref 32</u>
5. Informs deploying member of need for 90-day supply of prescription medications					<u>Ref 32</u>
6. Ensures that documentation required on DD2766 and medical records are completed in regards to Occupational Medicine requirements					<u>Ref 32</u>
7. Ensures that Post Deployment requirements are discussed and documented with the deploying member					<u>Ref 32</u>
8. Conduct post-deployment health debriefings and risk communications and ensure that medical surveillance is in place to identify post-deployment health problems					<u>Ref 32</u>
9. Identifies signs and symptoms of Traumatic Brain Injury. Demonstrates awareness of early cognitive and behavioral changes.					<u>Ref 26</u> <u>Ref 27</u>

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10. Identifies signs and symptoms of Post Traumatic Stress Disorder. Demonstrates awareness of early cognitive and behavioral changes.					<u>Ref 28</u>
Periodic Health Assessment					
1. Successfully conducts Periodic Health Assessment.					<u>Ref 34</u>
2. Correctly documents PHA in AHLTA.					<u>Ref 34</u>
3. Correctly documents PHA in MRRS (if Navy/Marine Corps patient)					<u>Ref 34</u>

Recommended Result

Result	Total Post-Assessment Points (72 items max = 360 points max)	Overall Recommended Result
<input type="checkbox"/>	72 - 108	Novice
<input type="checkbox"/>	109 - 180	Advanced Beginner
<input type="checkbox"/>	181 - 252	Competent
<input type="checkbox"/>	253 - 324	Proficient
<input type="checkbox"/>	325 - 360	Expert

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Occupational Health Nursing Core Competencies Summary

The nurse below has demonstrated professional nursing competencies in the comprehensive assessment, planning, implementation and evaluation of care for all age groups to include:

- Accurately documents and codes patient encounter
- Appropriately delegates authority, accountability, and duties for Occupational Health Nursing care. Assists with developing policies and procedures and standards of care for all patients. Fosters interdisciplinary collaborative relationships among other services to ensure provision of quality care. Prioritizes tasks and manages time schedules, personnel, and resources to meet unit department goals and patient care standards.
- Applies knowledge of various diseases and effectively communicates preventive measures. Uses different methods of education to assist the comprehension of the client. Coordinates services for the individual to achieve health goals.
- Determines the state of health of the worker by performing assessments, examinations, and monitoring of the worker via pre-placement and periodic certification/surveillance examinations.
- Conducts workplace visits to identify potential hazards harmful to the workers' health with regards to the work environment, production processes, and equipment handling practices.
- Ensures program compliance with Federal Mandated Laws and Programs.
- Develops and implements management strategies to provide input into the mission of the command.
- Takes responsibility and accountability for professional development as an Occupational and Environmental Health Nurse.
- Develops strategies for programs to increase employees' awareness of workplace hazards, the effect of the hazards on their health and protective equipment to be used to protect the employee from the hazards.
- Discusses the meaning and application of results from health risk appraisals; promotes positive lifestyle interventions such as smoking cessation and improved exercise and nutrition; designs strategies to help alter attitudes and behaviors to improve health; and encourages self-responsibility for utilization of health resources.
- Recognizes key symptomology of combat operational stress, PTSD, and traumatic brain injury. Identifies need for referral/evaluation of stress reduction, psychoeducation, and behavioral health interventions for the prevention of and reduction of operational stress disorders for patient or family
- Recognizes key components of the military and operational unique situations such as Pre and Post Deployment, Preventive Health Assessment for individual readiness.

Treatment Facility: _____

Date Assessed: _____

Nurse Name: _____

Current Competency level: _____

Preceptor's Printed Name: _____

Signature: _____

I understand that of all the competencies listed, I will be allowed to perform only those for my skill level/scope of practice and only after I have successfully demonstrated competency.

Nurse's Signature: _____

Date: _____

Division Officer's Signature: _____

Date: _____

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References:

1. SECNAVINST 5239.3 18 Jan 2008
2. Local Naval Hospital instruction 5239.series
3. Joint Commission (CAMAC) (HCSS)
4. DoD 6025.18R Jan 2003
5. DoD 5400.11R May 14 2007
6. PL 104-191 (49CFR parts 160 &161)
7. Rasmor, Melody, Brown, Carol; Physical Examinations for the Occupational Health Nurse, AAOHN Journal 2003; 51:9 pg309-401
8. Nurse Practice Act for State RN holds license
9. AAOHN: Code of Ethics and Interpretative Statements; 2009: 1-3
10. AAOHN: Standards of Practice for Occupational & Environmental Health Nursing; 1999
11. Salazar, M K: Core Curriculum for Occupational Health & Environmental Health Nursing; Third Edition: 2005
12. Pagana, K D, Pagana, TJ: Mosby's Diagnostic and Laboratory Test Reference, current Edition
13. Occupational and Environmental Medicine Field Operations Manual: NMCPHC-TM-6260.1 August 2006
14. Case Management Society of America (CMSA), (Revised, 2010) Standards of Practice for Case Management. Little Rock, Arkansas
15. OPNAVINST 5100/23 series:
16. Edington,M, Karjalainen, T, Hirschland,D and Edington,DW; The UAW_GM Health Promotion Program, successful outcome, AAOHN Journal 2002;50:1 pg 26-31
17. Sattler, B; Policy Perspectives in Environmental Health Nursing's Evolving Role, AAOHN Journal 2005:1;pg 43-51
18. Occupational Medicine Program Assessment Implementation Guide FY 2010
19. OPNAVINST 1740.3C Command sponsor and Indoctrination Program 29 APRIL 2009
20. 29 CFR 1910.1043: Cotton Dust Standard
21. NMCPHC Technical Manual NMCPHC TM 6260.51.99-2(Sept 2008)
22. BUMEDINST 1500.15A
23. NAVEDTRA publication10076A
24. DODD 1010.10 (current as of 24 Nov 2003)
25. OPNAVINST 6100.2A 15 Mar 07
26. Zeitzer, M.B. & Brooks, J.M.; In the line of Fire; Traumatic Brain Injury among Iraq War Veterans AAOHN Journal 2008; 56:8 pg347-353
27. VA/DOD Clinical Practice Guidelines "Management of Concussion/Mild Traumatic Brain Injury": April 2009
28. VA/DOD Clinical Practice Guideline "Management of Traumatic Stress Disorder": Jan 2004
29. NKO COSC training

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References:

30. NMCPHC COSC information
31. Stress Continuum Trifold
32. SECNAVINST 6120.3 14 SEP 2007
33. DoD 6055.05M Occupational Medical Examinations and Surveillance Manual
2May 2007
34. BUMED Note 6150 Guidance for Completion of Adult Preventive and Chronic Care
Flow sheet DD2766

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