

Alaska Community Health Aide Program
Pre-Session Skills Checklist

CHA-T Name _____ Village _____

Instructor _____ Date/Location _____

Instructions:

1. This Skills List is to be used in conjunction with CHAP Pre-Session Course.
2. Definition of Columns:
 - Introduced: Initial and date when the skill is taught.
 - Satisfactory for Pre-Session: Checkmark means the student demonstrates beginning understanding and skills performance.
 - Comments: Use to describe strengths and needs identified during Pre-Session. CHAP Director/Supervisor may add comments regarding CHA-T's performance in village clinic between Pre-Session and Session I.
3. Send a copy of this completed skills checklist to the student's CHAP Director/Supervisor.
4. CHAP Director/Supervisor should send a copy of this skills checklist with Session I Basic Training Application to the Training Center. This information will be helpful for Training Center staff to plan training.
5. See Pre-Session Course Guidelines and Syllabus for complete list of Pre-Session content.

Math Skills are checked off on the CHAP Medical Math Checklist using CHAP Medical Math Assessment (9/08).

Subject/Skill	Introduced	Satisfactory for Pre-Session Level	Comments
Define and demonstrate professionalism			
Discuss and demonstrate confidentiality			
Proper hand washing			
Describe proper use of abbreviations			
Practice use of medical dictionary			
Use of CHAM			
• Emergency Handbook tab			
• Patient Care Visit tab			
• Medicine Handbook tab			
• Reference and Procedure tab			
Describe HEAP. and how to use with PEF			
Practice using these sections:			
• Launch Page (new Problem or Complaint)			
• "Child Younger than 8 Years Who May be Very Sick"			
• "High Risk Health Conditions"			
• "Chronic Care Visits"			
• "Preventive Care Visits"			
• "Recheck Visit"			
Practice using eCHAM Launch Page for various chief complaints			
Height, Practice in class			
• Adult			
• Infant			
Weight, Practice in class			
• Adult			
• Infant			

Subject	Introduced	Satisfactory for Pre-Session level	Comments
Vital Signs, Practice each skill on other students / manikins			
• Document on PEF			
• Temperature			
- Oral			
- Rectal			
• Pulse (manual): Adult			
- Radial			
- Apical			
• Pulse (manual): Infant/young child			
- Apical			
• Respirations			
- Adult			
- Infant			
• Blood Pressure (manual)			
• Pulse Oximetry (SpO ₂)			
General Appearance			
Practice General Appearance statements			
Lab Skills, Practice in class			
• Define CLIA			
• Blood sugar			
• Hemoglobin			
• Urine dipstick			
• Finger stick			
Medicine Skills			
• Read medicine labels			
• Measure water: graduated cylinder			
• Select dose from medicine chart			
• Measure volumes of air using various sized syringes			
Other Skills			

Pre-Session Written Exam Score _____

Pre-Session Student Workbook Completed: Yes No

Additional Comments: