

NURSERY ORIENTATION

Objectives:

WEEK 1	Demonstrated to Orientee	Return Demonstration	Comments	<u>Approved</u> Date Initials		Additional Activities
1. Tour of the Nursery and Accessory Rooms A. Location of Equipment and Supplies 1. Linen Cupboard 2. Crib Room/Store Room 3. Formula Room 4. Nursery Cupboards and Drawers						
B. Location of Forms Used in the Nursery 1. Newborn charts 2. Kardex's, care plans and other forms 3. Lab and x-ray requisitions – computer/"downtime" 4. Phone numbers of doctors and other departments						
2. A. Newborn identification procedures C. Documentation of routine care D. VDRL and metabolic screening log E. "Boarder" babies						CC.12.015 CC.12.015.01
3. Admission procedures A. Vital signs B. Newborn physical / Assessment C. Documentation on Hollister forms D. Accucheck						Hypoglycemia protocol cc12.014.01 12.018.01 newborn assessment
4. Radiant warmer A. Manual Servo settings						
5. Blood pressure monitor						
6. Review medical policy: A. Physicians' orders, B. On-call schedules						

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7. Circumcision A. Equipment B. Restraints C. Sweet-ease D. Anesthesia / Analgesia E. NIPS pain score						MS
8. Oxygen policies: A. Oximeter B. Oxyhood C. Heated nebulizer D. O ₂ analyzer E. Pulse oximeter F. NeoPuff						CC.12.019 CC.12.019.02 CC.12.020 CC.12.020.01
9. Hypoglycemia protocol						CC.12.014.01
10. Newborn screening / heel stick						CC.12.012 CC.12.012.01
11. Discharge procedures						
12. Breast and bottle feeding protocols: A. Helpline procedure B. Medela breast pumps and accessories-Jan						CC.12.003 CC.12.003.01 CC.12.003.02
13. Suctioning of newborns A. Bulb B. Wall						
14. Meditech A. Newborn care plans B. Ordering Labs C. Ordering X – rays D. Reporting and recording critical values						Computer
15. Shift reporting						
16. Nasogastric tubes A. Insertion of indwelling tube B. Intermittent feeding						CC.12.003.03
17. Phototherapy A. Bililite B. Radiometer C. Bili Bed						CC.12.010 CC.12.010.01 CC.12.010.02 CC.12.010.03 CC.12.010.04

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D. Transcutaneous Bilimeter						CC.12.010.04.01 CC.12.010.05
18. Cardio-respiratory Monitor						CC.12.022
19. Blood Pressure machine						
20. Apnea monitor						
21. O2 Sat monitor						
22. IV pump / Burettes						
23. Syringe pump						CC.13.007.01
24. Transfer of infant to SMH						CC.02 CC.02.003.02
25. Admission of an infant from SMH						CC.02.
26. Admission of infant born outside the Hospital or Maternity Department						CC.02.001.05
27. Neonatal resuscitation: A. Code Cart B. Umbilical cord assisting with line insertion						CC.12.002 CC.12.002.01 Video: Neonatal Resuscitation and book Certification to be complete by end of orientation.
28. Pediatric Medication Credentialing						CC.13.012.03
29. Starting IV: A. Procedure B. Credentialing for						CC.13.012.02 P&P
30. Hepatitis B A. Screening B. Vaccine protocol C. Procedure						CC.02.001.05 CC.12.011.03
31. Car Seat Test 32. Baby Bytes 33. First Foto 34. Hearing Screening						CC.12.027 CC.12.027.01