

DACUM Research Chart for Correctional Nurse

DACUM Panel Members

Freddy Cunuero
Centinela State Prison
Imperial, CA

Maria Elena Correa
Calipatria State Prison
Calipatria, CA

Diana Gamboa
Centinela State Prison
Imperial, CA

Rosa Maria Peralta
Immigration & Naturalization
Services
El Centro, CA

Jack D. Williams
California Forensic Medical Group
Imperial County Jail
Imperial, CA

DACUM Facilitator

Kathy Berry
Director, Nursing Education and
Health Technologies
Imperial Valley College
Imperial, CA

Produced by

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Leadership and Economic Development Institute
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Duties		Tasks									
A	Process Through Security	A-1 Show I.D. to officer at staff entrance	A-2 Check for proper uniform / clothing	A-3 Swipe I.D. through scanner	A-4 Provide digital fingerprint	A-5 Pass through inspection (bags, lunches, etc.)	A-6 Exchange chit / star for keys				
B	Personal Security	B-1 Carry badge with picture I.D.	B-2 Maintain awareness of surroundings	B-3 Carry whistle	B-4 Carry a personal alarm	B-5 Have two-way radio	B-6 Secure custodial escort	B-7 Wear face shields	B-8 Put on protective garments as needed		
C	Take Report	C-1 Get report sheet	C-2 Check patient assignments / lists	C-3 Update patient cardex	C-4 Give and receive report	C-5 Prioritize patient care and/or activities					
D	Make Inmate / Detainee Rounds	D-1 Conduct visual assessment	D-2 Note patient complaints	D-3 Document patient complaint in chart	D-4 Notify proper authority of abnormal findings	D-5 Oversee supervision of contraband watch					
E	Count Sharps and Narcotics	E-1 Unlock sharps / narcotic cabinet	E-2 Count sharps and narcotics	E-3 Log in sharps and narcotics count	E-4 Note discrepancies in count	E-5 Notify Senior R.N. or supervisor if count is off	E-6 Inventory narcotics / sharps on hand	E-7 Order narcotics, sharps, or other supplies	E-8 Check medication ref. temperature	E-9 Record medication ref. temperature	E-10 Lock medication / sharp cabinet
		E-11 Check emergency equipment (i.e., crash cart, oxygen, suction, defib.)		E-12 Log status of emergency equipment							
F	Conduct Patient Assessment	F-1 Generate list for custody officer	F-2 Visual patient assessment	F-3 Take blood pressure	F-4 Take respirations / pulse	F-5 Obtain patient temperature	F-6 Obtain height and weight	F-7 Listen to breath sounds	F-8 Take verbal history	F-9 Discomfort (pain) assessment	F-10 Examination of affected system(s)
G	Assist With Medical Rounds	G-1 Roundup medical record	G-2 Inform M.D. of nursing diagnosis	G-3 Facilitate M.D. with physical assessment	G-4 Remove patient's dressing	G-5 Translate as needed					
H	Check New Orders	H-1 Transcribe verbal orders	H-2 Review physician's orders against chief complaint	H-3 Note physician orders	H-4 Send a copy of orders to pharmacy	H-5 Fill out requisitions as ordered for tests / treatments	H-6 Initiate outside referral process	H-7 Initiate new patient care orders			

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I	Administer Patient Medication	I-1 Check patient orders	I-2 Review the 5 rights of medication administration	I-3 Verify patient I.D. / CDC number	I-4 Check the M.A.R. against M.D. order	I-5 Prepare patient medication	I-6 Dispense patient medication	I-7 Record patient medication in chart / medication profile		I-8 Conduct D.O.T. (direct observation therapy)	
		J-1 Check admissions orders	J-2 Initiate admission procedures	J-3 Assess patient	J-4 Have patient sign consent / refusal form	J-5 Fill out admission packet	J-6 Put chart together	J-7 Initiate treatment	J-8 Re-evaluate treatment		
K	Process Patient Discharge	K-1 Check medical records for discharge orders	K-2 Evaluate patient	K-3 Notify custody	K-4 Get a housing	K-5 Send orders to MTA of yard	K-6 Discharge instructions	K-7 Make follow-up referral	K-8 Discharge to housing		
L	Chart Patient Progress	L-1 Prepare chart for day	L-2 Review patient chart	L-3 Open nurses notes	L-4 Record vital signs	L-5 Record diet	L-6 Record height and weight	L-7 Update plan of care	L-8 Note treatments and results	L-9 24 hour review of chart	L-10 Note abnormal finding
		L-11 Close nurses notes for shift									
M	Suicide Watch	M-1 Notified of a suicidal candidate	M-2 Physical assessment of patient	M-3 Mental health assessment of patient	M-4 Notify M.P., P.A., M.D., or Psych.	M-5 Initiate suicide watch	M-6 Obtain order for suicide watch	M-7 Notify watch commander or custody	M-8 Supervise a strip	M-9 Remove patient clothing / objects	M-10 Place with "Barney" suit if ordered
		M-11 Supervise one-to-one custody 24 hour observation	M-12 Document q 15 minute patient condition	M-13 Reassess every 1 – 6 hours	M-14 Reassess mental status	M-15 Psych assessment of patient within 24 hours	M-16 Monitor restraints and restraint chair	M-17 Follow-up post-suicide ideation			
N	Initiate Emergency Response	N-1 Triage patient	N-2 Activate disaster response	N-3 Perform EKG's as needed	N-4 Report of unusual occurrence	N-5 Provide trauma care	N-6 Transfer patient to appropriate agency / place	N-7 Document emergency response			
O	I.V. Therapy	O-1 Check doctor orders	O-2 Gather I.V. supplies	O-3 Access vein	O-4 Start I.V. (Insert I.V. cathlon)	O-5 Heplock I.V. site	O-6 Prepare I.V. medication	O-7 Label medication on I.V. bag	O-8 Administer I.V. medication	O-9 Maintain patency of I.V. post-medication	O-10 Assess I.V. site for problems

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P	Provide Post-Mortem Care	O-11 Rotate I.V. sites per policy	O-12 Document I.V. therapy and results								
		P-1 Notify attending physician (p.o.c.) on call	P-2 Document time of death	P-3 Notify coroner	P-4 Notify watch commander	P-5 Notify chaplain	P-6 Facilitate evidence collection	P-7 Complete proper forms and documentation			
Q	Conduct Specialty Clinics	Q-1 Create a patient schedule	Q-2 Hold pill line	Q-3 Hold sick call	Q-4 Perform physical exam	Q-5 Monitor patients with chronic care conditions	Q-6 Issue the chrono's / lay-ins	Q-7 Conduct minor surgeries	Q-8 Sterilization of equipment	Q-9 Perform tele-radiology on patients	
R	Perform Utilization Management	R-1 Initiate transfer paperwork	R-2 Coordinate patient care with outside physicians	R-3 Coordinate patient care with outside agencies	R-4 Coordinate transportation with custody	R-5 Conduct off-site hospital rounds	R-6 Monitor budget				
S	Perform Public Health Nurse Duties	S-1 Provide immunizations	S-2 Perform contact investigation	S-3 Provide HIV counseling and testing	S-4 Perform diagnostic testing	S-5 Report communicable diseases	S-6 Provide training re: blood borne pathogens	S-7 Provide inservices on communicable diseases	S-8 Hold annual staff and inmate TB clearance	S-9 Supervise bio-hazardous clean up	S-10 Conduct monthly reports
		S-11 Initiate and maintain isolation as per protocol									
T	Nursing Administrative Duties	T-1 Develop policies and procedures	T-2 Maintain policies and procedures	T-3 Orient new staff	T-4 Provide in-service training	T-5 Hold meetings	T-6 Inventory medical supplies	T-7 Create staff scheduling	T-8 Oversee the supervision of working inmates	T-9 Initiate emergency staffing	T-10 Hold video conferencing

General Knowledge and Skills

- Abd assess /G.I.
- Breathing TX
- Cardiac assess
- Central line care
- Critical thinking
- Decubitus care
- Diabetic Care
- Draw blood
- EKG's
- Feedings
- Foley's
- Glucometer check
- I.V.
- IM inject
- Incontinent care
- Insulin
- Make beds
- Musculo-sketel assess
- Neuro assess
- Ostomy care
- Pap smears
- PFT's
- Planting PPD's
- Reading PPD's
- Respiratory assess
- Stool collection
- Suture, staples removal
- Urine dips
- Vaginal exams
- Wound care

Tools, Equipment, Supplies and Materials

Worker Behaviors

Future Trends and Concerns

Acronyms