

Student Name: \_\_\_\_\_ Business: Lakeview Hospital Rotation

**Transferable Job Skills:** *A number of workplace skills are necessary in all career fields. These skills (listed below) should be observed and practiced at all student internship sites. Mentors will evaluate interns on transferable job skills each term.*

- Work Habits and Attitudes
- Technical Skills
- Thinking and Problem Solving Skills
- Communication Competencies
- Interpersonal Effectiveness
- Quality of Work Accomplished
- Dependability & Punctuality
- Appearance and Grooming

**Specific Job Skills:** *This list is designed to help you learn important skills during your internship period. The column on the left will designate various procedures used in your internship. Each time you observe or participate in a procedure, record the date.*

PROCEDURE OR SKILL	DATE OBSERVED	DATE PARTICIPATED
Answer phones		
Care of urinary catheter		
Change diaper		
Correct way to move patient bed to bed		
Correct way to move patient bed to wheelchair		
Observe catheter placement		
Observe epidurals		
Observe IV placement		
Patient charts		
Show proper patient relationship		
Take blood pressure		
Take temperature		
Take out an IV		
Take respirations		
Test blood sugar levels		

Supervisor Signature \_\_\_\_\_

Date \_\_\_\_\_

