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Practice Analysis:

Comparability of

Survey Administration

Methods



Report of Findings from the

# **2006 LPN/VN Practice Analysis: Comparability of Survey Administration Methods**

Anne Wendt, PhD, RN, CAE  
Michelle Eich, MS

National Council of State Boards of Nursing, Inc. (NCSBN®)

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AW, ME



## EXECUTIVE SUMMARY

The National Council of State Boards of Nursing (NCSBN) is responsible to its members, the boards of nursing in the United States and its member board territories, for the preparation of psychometrically sound and legally defensible licensure examinations. The periodic performance of practice analysis (job analysis) studies assists NCSBN in evaluating the validity of the test plan that guides content distribution of the licensure examination (APA, AERA, NCME, 1999; Raymond, 2001, CLEAR, 2004). Because changes can occur in licensed practical or vocational nurse (LPN/VN) practice, practice analysis studies are conducted on a three-year cycle.

A number of steps were necessary for the completion of this practice analysis. A panel of subject matter experts was assembled, a list of LPN/VN activities was created and incorporated into a questionnaire that was sent (via U.S. mail and e-mail) to a randomly drawn sample of newly licensed nurses, and data were collected and analyzed.

### Panel of Subject Matter Experts (SMEs)

A panel of 11 subject matter experts (SMEs) was assembled to assist with the practice analysis. There were nine panel members who worked with, supervised and/or taught practical/vocational nurses who were within their first six months of practice; and two panel members who represented entry-level LPN/VNs.

The panel members created a category structure describing the types of activities performed by LPN/VNs and developed LPN/VN activities performed within each category of the structure.

### Questionnaire Development

A total of 147 activity statements were incorporated into the practice analysis survey. The survey also included questions about the nurses' practice settings, past experiences and demographics. Two forms of the survey were created to decrease the number of activity statements contained on each form. There were 29 activity statements that were common to both survey forms. The remaining 118

activity statements were randomly selected for placement on the two survey forms. The resulting surveys each contained 88 activity statements. Except for the 59 activity statements unique to the individual forms, the two survey questionnaires were identical.

## Survey Process

### Sample Selection

The sample selection was accomplished by selecting NCLEX-PN® candidates that passed the examination between Feb. 7, 2006, and May 14, 2006. Given that the cut-off date for the survey was Aug. 7, 2006, this would mean that no respondent would have been licensed for more than six months. This was consistent with the intention of sampling only newly licensed nurses.

In addition, candidates were excluded from the sample if their mailing address was not within the jurisdiction in which they were seeking licensure. This was done to minimize the number of invalid addresses to which the survey would be sent. Of the available candidate pool, a sample of 12,000 LPN/VN candidates was selected.

### Representativeness

The sample reflected the 2005 population of NCLEX-PN candidates as stratified by their jurisdiction of licensure. In general, the percent of respondents was similar to the percent in the sample.

### Mailing Procedure

The sample of 12,000 was divided into two cohorts (paper and Web) while maintaining the stratification within each sample. Additionally, two survey forms were created for the paper and Web surveys.

A four-stage mailing process was used to engage participants in the study (paper and Web). All potential participants were promised confidentiality with regard to their participation and responses. Both administration methods of the survey were con-

ducted simultaneously from June through August 6, 2006.

### Return Rates

In June 2006, the list of 6,000 paper survey invitees was sent to a mailing house to be distributed. Prior to mailing inside the continental U.S., the mailing house checked the addresses using a program which accesses the National Change of Address (NCOA) database. This program identified 236 invalid addresses, mostly due to persons moving without providing a change of address. From the 5,764 remaining mailings, an additional 32 surveys were returned due to bad addresses. Surveys were returned by 1,516 respondents for an adjusted return rate of 26.4%. Of the 1,516 surveys received, 358 respondents reported they were not working in nursing and 113 were not providing direct care to clients or reported spending less than an average of 20 hours per week in direct client care. The remaining number of analyzable surveys was 1,045 or 18.2% of mailed questionnaires.

In June 2006, 6,000 Web survey invitees were e-mailed a link to the survey. The number of undeliverable surveys due to bad e-mail addresses was 569. Surveys were returned by 519 respondents for an adjusted return rate of 9.6%. Of the 519 surveys received, 112 respondents reported they were not working as LPN/VNs and 50 were not providing direct care to clients or reported spending less than an average of 20 hours per week in direct client care. Additionally, one duplicate respondent was removed. The remaining number of analyzable surveys was 356 or 6.6% of e-mailed surveys.

## Demographics, Experiences and Practice Environments of Participants

### Demographics/Past Experiences

The majority of respondents reported were female (90.7% paper, 89.9% Web). The average age of respondent nurses was 34 years for paper, 33 years for Web (SD 9.87 years paper, 9.35 years Web). Most respondents reported being White/Non-Hispanic (62.7% paper, 72.0% Web); 5.4% (paper) and 3.8% (Web) were Asian; 21.2% (paper) and 14.8% (Web)

were African American; and 7.6% (paper) and 6.4% (Web) were Hispanic or Latino.

Respondents reported working an average of 3.7 (paper) and 2.8 (Web) months as licensed practical/vocational nurses and were 7.6 (paper) and 5.5 (Web) months post graduation.

Most (86.6% paper and 85.7% Web) of respondents were graduates of diploma/certificate LPN/VN programs. About 9% (paper) of respondents graduated from associate degree LPN/VN programs (9.7% Web) and 1.6% paper (2.5% Web) were graduates of RN programs who were allowed to take the NCLEX-PN examination. Approximately 1.5% of paper survey respondents were educated in other countries (2% Web).

About 3.1% of paper survey respondents and 2.0% Web reported having worked outside the U.S. as a registered nurse. An average of 5 years of work as a nurse aide was reported by 63.4% of paper and 56.9% of Web survey respondents.

### Orientation

Most of the respondents to the current study reported receiving some kind of orientation. No formal orientation was reported by 9.5% paper and 7.8% Web while only 1.4% paper and 0.9% Web reported having only classroom instruction/skills lab work for their orientation. The majority (68.3% paper, 70.8% Web) reported working with an assigned mentor or preceptor for an average of about 3.7 weeks for paper respondents (4.2 Web). Nearly 17% paper (13% Web) reported performing supervised work with clients for an average of 4.6 (paper) and 3.6 (Web) weeks. While 4.0% Web and only 1.3% paper reported having a formal internship, those that did have formal orientation spent an average of 3.6 weeks (Web) and 3.9 weeks (paper) in orientation.

### Certifications Earned

About 47.0% of paper respondents and 36.8% Web respondents reported that they had not earned any certifications or completed additional coursework. Basic life support (29.8% paper, 30.9% Web), intravenous therapy (21.4% paper, 28.4% Web), and phlebotomy (7.5% paper, 12.6% Web) were the most frequently reported certifications.

## Facilities

The most frequently cited employing facility of newly licensed LPN/VNs in this study was long-term care (54.0% paper, 46.5% Web), followed by hospital employment (23.5% paper, 33.5% Web). About 17.0% of paper respondents and 13.0% of Web respondents reported working in community-based facilities. The number of beds reported in employing hospitals or nursing homes were mostly distributed among 100-299 beds (36.5% paper, 36.6% Web), less than 100 beds (31.7% paper, 29.9% Web), and 300-499 beds (8.0% paper, 10.6% Web). Only 3.2% of paper respondents and 4.8% of Web respondents reported working in facilities with greater than 500 beds. Of paper respondents, 33.1% (38.9% Web) reported working in urban or metropolitan areas, 27.2% paper (30.7% Web) worked in suburban areas while 29.2% paper (20.1% Web) were in rural areas.

## Specialty Practice Settings

Overall, respondents reported working the most in nursing homes (44.6% paper, 37.9% Web) and long-term care (26.7% paper, 24.2% Web) settings. Medical/surgical settings were reported by 14.2% of paper respondents (20.5% Web), rehabilitation by 6.7% paper (5.6% Web) and 5.7% paper (5.6% Web) respondents reported working in other settings.

## Types and Ages of Clients

The majority of respondents reported caring for adult clients aged 65 to 85 (74.3% paper, 71.3% Web), clients over the age of 85 (47.1% paper, 40.2% Web), and clients aged 31 to 64 (45.5% paper, 43.8% Web). The majority of newly licensed nurses reported caring most frequently for clients with stable, chronic conditions (54.3% paper, 51.7% Web), clients with behavioral/emotional conditions (45.2% paper, 37.1% Web), clients at end of life (38.9% paper, 32.0% Web), and clients with acute conditions (36.4% paper, 37.1% Web).

## Shifts Worked

The shift most commonly reported as worked was days (47.0% paper, 46.5% Web) with about equal percentages working evening (25.6% paper, 25.4% Web) and night (22.4% paper, 23.7% Web) shifts.

Only 3.0% of paper respondents and 1.5% of Web respondents reported working rotating shifts.

## Time Spent in Different Categories of Nursing

The newly licensed LPN/VNs reported spending the greatest amount of time on activities necessary for safe medication administration (18.7% paper, 18.9% Web), activities related to safety and infection control (14.9% paper, 15.1% Web), activities related to basic care and comfort (14.0% paper, 15.0% Web), activities related to coordinated care (13.5% paper, 11.5% Web), and activities that reduce the risk of a client developing complications (11.8% paper, 11.4% Web). The least amount of time (6.5% paper, 7.2% Web) was spent on activities that provide for physiological adaptation.

## Administrative Responsibilities/Primary Administrative Position

Respondents were asked to select, from a pre-determined list, all of the specific administrative roles they performed within their current nursing position. One or more administrative roles were reported by 48.2% of the respondents. LPN/VNs working in long-term care were much more likely to report performing one or more administrative roles (72.4% paper, 72.0% Web) in long-term care, 12.9% of paper and 10.7% of Web respondents reported working in hospitals, and 21.6% paper (26.7% Web) worked in community-based settings. Charge nurse was the most frequently reported administrative role (34.7% paper respondents and 26.0% Web respondents) followed by team leader (12.1% paper respondents and 11.2% Web respondents). Respondents were also asked to report the approximate percentages of time spent in the administrative roles they selected. Overall, approximately 18.0% reported spending 80-100% of their work time in the administrative roles they selected.

## Enrollment in RN Educational Programs

Respondents were asked about enrollment in further nursing education. Approximately 20.0% of paper respondents and 25.7% of Web respondents reported enrollment in a registered nurse education program while 15.2% of paper and 18.6% of Web respondents reported that they had applied to such

a program but were not currently enrolled. Of those currently enrolled 82.1% of paper and 87.2% of Web respondents were in associate degree programs, 10.1% paper and 10.6% Web were in baccalaureate programs; and 4.3% paper and 2.1% Web were in diploma programs. Of those who had applied but were not enrolled, 47.8% paper and 60.5% Web were completing prerequisite courses, 22.3% paper and 7.0% Web were on waiting lists, 22.9% paper and 16.3% Web could not afford the tuition, 10.8% paper and 2.3% Web were turned away because classes were full, and only 2.5% of paper respondents and no Web respondents reported failing to meet program requirements. About 23% of respondents reported holding non-nursing college degrees.

## Activity Performance Findings

### Representativeness of Activity Statements

The participants were asked whether the activities on their questionnaire forms represented what they actually did in their positions. A large majority (97.5% paper, and 92.1% Web) indicated that the nursing activities on their questionnaire were representative of their current practice.

### Applicability of Activities to Practice Setting

Respondents indicated whether each of the activities was applicable to their work setting. The activities ranged from 7.9% applicability (7.9% of the respondents reported that the activity was performed within their work settings) to 100.0% (all of the respondents reported the activity was performed within their work setting).

### Frequency of Activity Performance

Respondents were asked to rate the frequency of performance of all activities that were applicable to their work settings on a six-point scale: "0 times" to "5 times or more." Average frequency statistics were calculated in two ways: the setting-specific frequency of activity performance and total group frequency. Average setting-specific frequency ratings ranged from an average 0.49 to 4.82. Average total group frequency ratings ranged from 0.06 to 4.82.

### Priority of Activity Performance

The priority of performing each nursing activity with respect to the maintenance of client safety and/or threat of complications or distress was rated by respondents using a four-point scale: "1" (lowest priority) to "4" (highest priority). Average setting-specific priority ratings ranged from 2.00 to 3.93. Average total group priority ratings ranged from 1.90 to 3.92.

### Comparability of Ratings Across Methods of Administration

All ratings obtained from the practice analysis survey were averaged across methods of administration (paper and Web), and differences between the two methods were calculated. The differences for all activities across three ratings (average frequency setting-specific, average frequency total group and priority total group) were well below one point, except for two activities. "Assist with activities of daily living (e.g., dressing, grooming or bathing)" was more than one point different using both the setting-specific frequency ratings and the total group frequency ratings. Also, the activity "Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)" was more than one point different using the total group priority ratings.

### Impact on Test Plan Decisions

The average setting-specific frequency ratings for the paper-administered and the Web-administered data were highly correlated ( $r = .970$ ). Similarly, the average setting-specific priority ratings for the paper-administered and the Web-administered data were also highly correlated with a correlation coefficient of  $r = .806$ . In addition, the correlation for the average total group frequency ratings across paper and Web was  $r = .982$ . For the average total group priority ratings, the correlation was  $r = .910$ . The rank order of the means for activity statements was also compared. Most of the rank orders were similar, but a few were noticeably different across the methods of administration (paper and Web). Most of the disturbance in the rank ordering appeared to be related to the restriction of range problems in the priority rating scale. Despite the restriction of range, the correlation was quite good.

## Summary

A non-experimental design was used to investigate survey administration methods (paper versus Web) comparing differences in demographic characteristics of respondents, as well as priority and frequency of nursing activities. There was a significantly higher response rate for paper over Web administration method. There were some differences in the demographics of the participants across the two administration methods which were not practically significant. Results of the activity ratings (paper versus Web) were highly correlated and the rank ordering of the activity statements were similar. These results would most likely yield similar test plans (paper versus Web).

## Conclusion

1. Using the Web may allow for continuous (ongoing) data collection rather than snapshots of practice every three years.
2. In general, results indicate that similar test plans would be produced for Web and paper.
3. Results may not generalize. Additional studies should be conducted to affirm that findings are consistent across various settings and over time.
4. Due to differences in response rates and the high stakes nature of the NCLEX examination, it is recommended that Web data collection be conducted for a full practice analysis data collection cycle and the study be repeated to investigate the potential long-term impact of moving to a Web system exclusively.

Report of Findings from the

**2006 LPN/VN Practice Analysis:  
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Administration Methods**

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## BACKGROUND OF STUDY

The National Council of State Boards of Nursing (NCSBN®) is responsible to its members, the boards of nursing in the U.S. and its member board territories, for the preparation of psychometrically sound and legally defensible licensure examinations. The periodic performance of practice analysis (job analysis) studies assists NCSBN in evaluating the validity of the test plan that guides content distribution of the licensure examination (APA, AERA, NCME, 1999; Raymond, 2001, CLEAR, 2004). Because changes can occur in licensed practical vocational nurse (LPN/VN) practice, practice analysis studies are conducted on a three-year cycle.

In order to improve the process of conducting practice analyses, NCSBN undertook this comparability study to investigate two different survey administration methods: the traditional paper-and-pencil, mail-based survey versus an electronic, Web-based survey. Prior to this study, NCSBN used a paper-and-pencil mail-based survey exclusively for entry-level practice analyses. However, the cost of paper versus an electronic Web-based survey can be quite significant. Additionally, Web-based surveys can: reduce the wait time for responses; reduce the time needed for data entry; increase the response rate due to the ease in sending e-mail reminders; and increase flexibility in revising the survey without reprinting the entire survey (Fetterman, 2002). Provided that a unique user-identification is assigned and monitored, the concerns of imposter respondents and/or multiple-responses from the same respondent can be overcome. Thus, there can be several advantages to Web-based surveys.

Despite the aforementioned advantages to a Web-based survey and given that a practice analysis is often used to provide validity evidence to support a test plan, the results of the two different administration methods should be compared in terms of impact on a test plan (Raymond, 2001). If the two different methodologies yield similar results and have no differential impact or affect on a test plan, then either Web or paper administration methods can be used.

In summary, the purpose of this study was two-fold. First, this study investigated demographic characteristics of participants responding to the traditional paper-based method (paper) and the Web-based method (Web). Second, and more importantly, the study investigated whether there was a significant difference in how Web versus paper participants rated the activity statements because this would help to determine whether or not the results would produce a distinctively different test plan.



## METHODOLOGY

A number of steps are necessary to perform an analysis of newly licensed practical or vocational nurse (LPN/VN) practice. This section provides a general description of the methodology used to conduct the 2006 paper-based LPN/VN practice analysis and the 2006 Web-based practice analysis in order to make comparisons regarding the method of administration. Descriptions of subject matter expert panel processes, questionnaire development, sample selection, and data collection procedures are provided, as well as information about the assurance of confidentiality, response rates, and the degree to which participants were representative of the population of newly licensed LPN/VNs.

The methodology employed in this practice analysis was virtually identical to the methodology employed in the *2005 RN Practice Analysis: Linking the NCLEX-RN Examination to Practice* (NCSBN, 2006). The methodology used in the 2005 RN practice analysis was reviewed by an external panel of methodology experts familiar with practice/job analysis and how it is used as a foundation for licensing or certification examinations. Those reviewers found the methodology to be psychometrically sound, legally defensible, and in compliance with industry standards for a practice analysis. Because that panel's review of essentially an identical methodology occurred within a year of this study, the previous panel's endorsement of the methodology was considered both sufficiently relevant and recent to endorse the methodology for this study. See *Appendix A for the names and qualifications of the external panel of methodology experts.*

### Panel of Subject Matter Experts (SMEs)

A panel of 11 subject matter experts (SMEs) was assembled to assist with the practice analysis. Panel members worked with, supervised, and/or taught practical nurses who were within their first six months of practice. Two panel members represented entry-level LPN/VNs. In assembling the panel, care was taken to ensure a wide range of representation of the SMEs in terms of jurisdiction of employment, practice setting, and nursing specialties. See

*Appendix B for a listing of panel members and their qualifications.*

The SME panel of experts performed several tasks crucial to the success of the practice analysis study. Prior to their meeting, the SMEs were asked to submit daily activity logs from at least three newly licensed LPN/VNs from their practice setting. In addition, the SMEs were asked to submit job descriptions, performance evaluation forms, and policies and procedures from their setting.

After receiving a comprehensive orientation to the practice analysis methodology, the SMEs used past practice analysis activity statements, job descriptions and performance evaluation documents, the activity logs completed by newly licensed LPN/VNs, as well as their own intimate knowledge of LPN/VN practice to review a category structure describing the types of activities performed by LPN/VNs. The panel was careful to create a category structure that was clear, understandable and logical.

Once the categories of LPN/VN activities were created, panel members worked to create a list of activities within each category. Each task was reviewed for applicability to LPN/VN practice and relationship to the delivery of safe care to the public. Care was taken to create the activities at approximately the same level of specificity and to avoid redundancy within and between categories. The list of activity statements included in the 2006 LPN/VN practice analysis may be found in Appendix C.

Panel members also provided information necessary for validation of the practice analysis survey. After the activity statements had undergone review and approval by the 2005-2006 NCSBN Examination Committee, panel members individually provided three estimates for each activity. They estimated the percentage of newly licensed nurses that would perform the activity within their practice settings, the average frequency with which each activity was performed daily by nurses performing the activity (on a 0 to 5+ scale), and the average priority the activity would have in relation to the provision of safe client care and/or the threat of complications or distress (on a 1 to 4 scale) as shown in Table 12.



## Questionnaire Development

The survey instrument used for the 2006 LPN/VN practice analysis study was carefully designed to maximize the quantity and quality of data collected about entry-level practice. The activity statements identified by the SME panel of experts were reviewed and approved by the 2005-2006 NCSBN Examination Committee. The resulting 147 activity statements were incorporated into a survey format.

Two forms of the survey were created to decrease the number of activity statements contained on each form and to increase the likelihood that the participants would complete the survey. Twenty-nine of the activity statements were common to both survey forms. Those statements were carefully selected to be those most commonly performed and those performed by nurses in specialized practice settings. The remaining 118 activity statements were randomly selected for placement on the two survey forms with care taken to place approximately equal numbers of the statements from each section of the current test plan on each survey form. The resulting surveys each contained 88 activity statements. Except for the 59 activity statements unique to the individual forms, the two survey questionnaires were identical.

The survey contained six sections. The first section had questions related to the participants' work experience, including months of work as an LPN/VN and type and length of work orientation. The second section contained questions about the respondents' work environments, including questions about work settings, client characteristics, and work schedules. The third section focused on nursing activity performance. The fourth section requested information about the respondents' last day of work, including number of hours worked, number of clients for who care was provided and the amount of time spent in various types of nursing activities. The fifth section asked basic demographic information. The sixth and final section provided space for respondents to write comments or suggestions about the study. Form 1 and 2 of the survey questionnaire used in the 2006 LPN/VN Practice Analysis survey may be found in Appendix D.

## Survey Process

### Sample Selection

The sample selection was accomplished by selecting NCLEX-PN candidates that passed the examination between Feb. 7, 2006 and May 14, 2006. Given that the cut-off date for the survey was Aug. 7, 2006, this would mean that no respondent would have been licensed for more than 6 months. This was consistent with the intention of sampling only newly licensed nurses.

In addition, candidates were excluded from the sample if their mailing address was not within the jurisdiction in which they were seeking licensure. This was done to minimize the number of bad addresses to which the survey would be sent. It seemed quite likely that candidates who became licensed in a different jurisdiction would subsequently move to that jurisdiction. This effectively removed all candidates with international addresses. However, internationally educated candidates that moved to the jurisdiction in which they sought to be licensed before applying to take the NCLEX would be included. Of the remaining candidate pool, a sample of 12,000 LPN/VN candidates was selected.

### Representativeness

The sample reflected the 2005 population of NCLEX-PN candidates as stratified by their jurisdiction of licensure. Table 1 shows the correspondence between the population, the sample, and the respondents. In general, the percent of respondents was similar to the percent in the sample.

### Mailing Procedure

The sample of 12,000 was divided into two cohorts (paper and Web) while maintaining the stratification within each sample. Additionally, two survey forms were created for the paper and Web surveys. The survey was administered by the traditional paper and U.S. mail-based method (paper) as well as an identical electronic Web-based method (Web) using e-mail notification.

Table 1. Correspondence of Population, Sample, and Respondents for the 2006 LPN Practice Analysis

Jurisdiction	2005 Population		Paper Sample		Paper Respondents		Web Sample		Web Respondents	
	%	N	%	N	%	N	%	N	%	
Alabama	2.2	129	2.2	37	3.5	118	2.0	6	1.7	
Alaska	0.1	4	0.1	0	0.0	9	0.2	0	0.0	
American Samoa	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Arizona	1.2	72	1.2	14	1.3	64	1.1	4	1.1	
Arkansas	1.8	110	1.8	20	1.9	154	2.6	17	4.7	
California-VN	9.6	575	9.6	63	6.0	1098	18.3	41	11.4	
Colorado	1.8	108	1.8	16	1.5	59	1.0	5	1.4	
Connecticut	1.0	62	1.0	5	0.5	4	0.1	1	0.3	
Delaware	0.3	21	0.4	3	0.3	41	0.7	2	0.6	
District of Columbia	0.3	2	0.0	0	0.0	12	0.2	1	0.3	
Florida	5.8	347	5.8	67	6.4	638	10.6	43	11.9	
Georgia-PN	2.5	173	2.9	33	3.2	332	5.5	26	7.2	
Guam	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Hawaii	0.3	12	0.2	1	0.1	0	0.0	0	0.0	
Idaho	0.4	25	0.4	4	0.4	27	0.5	3	0.8	
Illinois	2.7	160	2.7	26	2.5	78	1.3	3	0.8	
Indiana	2.6	154	2.6	28	2.7	123	2.1	7	1.9	
Iowa	2.3	137	2.3	26	2.5	76	1.3	7	1.9	
Kansas	1.4	82	1.4	22	2.1	49	0.8	2	0.6	
Kentucky	1.5	90	1.5	19	1.8	42	0.7	6	1.7	
Louisiana-PN	2.2	147	2.5	26	2.5	144	2.4	17	4.7	
Maine	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Maryland	1.3	81	1.4	13	1.2	108	1.8	2	0.6	
Massachusetts	1.7	81	1.4	18	1.7	1	0.0	0	0.0	
Michigan	2.3	137	2.3	30	2.9	220	3.7	8	2.2	
Minnesota	2.9	171	2.9	35	3.3	145	2.4	11	3.1	
Mississippi	1.2	72	1.2	12	1.1	27	0.5	1	0.3	
Missouri	2.4	145	2.4	34	3.3	27	0.5	1	0.3	
Montana	0.3	16	0.3	3	0.3	8	0.1	0	0.0	
Nebraska	0.9	52	0.9	14	1.3	36	0.6	4	1.1	
Nevada	0.1	6	0.1	2	0.2	3	0.1	0	0.0	
New Hampshire	0.6	36	0.6	8	0.8	44	0.7	4	1.1	
New Jersey	1.6	97	1.6	20	1.9	114	1.9	2	0.6	
New Mexico	0.5	30	0.5	6	0.6	12	0.2	0	0.0	
New York	7.1	424	7.1	54	5.2	347	5.8	19	5.3	
North Carolina	1.8	110	1.8	27	2.6	51	0.9	5	1.4	
North Dakota	0.6	38	0.6	8	0.8	9	0.2	0	0.0	
Northern Mariana Islands	0.0	0	0.0	0	0.0	1	0.0	0	0.0	
Ohio	6.2	374	6.2	69	6.6	342	5.7	23	6.4	
Oklahoma	2.4	141	2.4	24	2.3	62	1.0	6	1.7	
Oregon	0.5	13	0.2	1	0.1	1	0.0	0	0.0	

**Table 1. Correspondence of Population, Sample, and Respondents for the 2006 LPN Practice Analysis**

Jurisdiction	2005 Population		Paper Sample		Paper Respondents		Web Sample		Web Respondents	
	%	N	%	N	%	N	%	N	%	
Pennsylvania	4.0	242	4.0	49	4.7	279	4.7	17	4.7	
Puerto Rico	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Rhode Island	0.1	5	0.1	0	0.0	0	0.0	0	0.0	
South Carolina	1.2	71	1.2	10	1.0	70	1.2	1	0.3	
South Dakota	0.2	15	0.3	2	0.2	11	0.2	2	0.6	
Tennessee	2.2	196	3.3	30	2.9	172	2.9	9	2.5	
Texas	8.2	486	8.1	67	6.4	302	5.0	17	4.7	
Utah	0.9	57	1.0	13	1.2	61	1.0	2	0.6	
Vermont	0.2	2	0.0	0	0.0	0	0.0	0	0.0	
Virgin Islands	0.0	0	0.0	0	0.0	2	0.0	0	0.0	
Virginia	3.4	205	3.4	34	3.3	174	2.9	17	4.7	
Washington	1.9	115	1.9	21	2.0	85	1.4	3	0.8	
West Virginia-PN	1.1	69	1.2	15	1.4	34	0.6	2	0.6	
Wisconsin	1.7	101	1.7	16	1.5	184	3.1	13	3.6	
Wyoming	0.3	2	0.0	0	0.0	0	0.0	0	0.0	
<b>Total</b>	<b>100.0%</b>	<b>6000</b>	<b>100.0%</b>	<b>1045</b>	<b>100.0%</b>	<b>6000</b>	<b>100.0%</b>	<b>360</b>	<b>100.0%</b>	

## Paper

A four stage mailing process was used to engage participants in the study. A pre-survey postcard was sent to each person selected for the sample stating the importance of the survey. A week later, the survey, with a cover letter and postage paid return envelope, was mailed. One week later, a postcard was sent to all participants, reiterating the importance of the study and urging participation. Approximately one week after the first postcard, a second reminder postcard was sent. A second survey was sent to those participants who called and indicated that they never received the initial survey or had misplaced the survey. Care was taken to ensure that there were no duplicate participants

## Web

A parallel process and timeline was followed for the Web-based survey except that all correspondence was e-mailed rather than mailed. Participants were asked to access the survey on the Web using a unique confidential password.

Both administration methods of the survey were conducted simultaneously from June through August 2006.

## Confidentiality

All potential participants were promised confidentiality with regard to their participation and responses. Pre-assigned code numbers were used to facilitate cost-effective follow-up mailings. Files containing mailing information were kept separate from the data files. The study protocol was reviewed and approved by NCSBN's executive director for compliance with organizational guidelines for research studies involving human subjects.

## Return Rates

In June 2006, the list of 6,000 paper survey invitees was sent to a mailing house to be distributed. Prior to mailing inside the continental U.S., the mailing house checked the addresses using a program which accesses the National Change of Address (NCOA) database. This program identified 236 invalid addresses, mostly due to persons moving without providing a change of address. From the 5,764 remaining mailings, an additional 32 surveys

were returned due to bad addresses. Surveys were returned by 1,516 respondents for an adjusted return rate of 26.4%. Of the 1,516 surveys received, 358 respondents reported they were not working in nursing and 113 were not providing direct care to clients or reported spending less than an average of 20 hours per week in direct client care. Thus after the quality control procedures were implemented, there were 1,045 analyzable surveys or 18.2% of mailed questionnaires.

In June 2006, 6,000 Web survey invitees were e-mailed a link to the survey. The number of undeliverable surveys due to bad e-mail addresses was 569. Surveys were returned by 519 respondents for an adjusted return rate of 9.6%. Of the 519 surveys received, 112 respondents reported they were not working as LPN/VNs and 50 were not providing direct care to clients or reported spending less than an average of 20 hours per week in direct client care. Additionally, one duplicate respondent was removed. Thus, after the quality control procedures were implemented, there were 356 analyzable surveys or an analyzable response rate of 6.6%.

## Summary

A panel of nurses who were experts in the practices of newly licensed LPN/VNs met and created a list of LPN/VN activity statements. A data collection instrument was created and sent to 12,000 individuals selected at random from among all individuals who passed the NCLEX-PN examination between Feb. 7, 2006 and May 14, 2006. An 18.2% response rate via mail and 6.6% response rate via Web of analyzable surveys was obtained. This practice analysis contains the responses of 1,401 newly licensed practical/vocational nurses.

## DEMOGRAPHICS, EXPERIENCES AND PRACTICE ENVIRONMENTS OF PARTICIPANTS

Demographic information of Web versus paper respondents, including racial and ethnic backgrounds, educational preparation and gender are presented next. This information is followed by descriptions of respondents' work environments, including work settings, shifts worked and client characteristics for Web and paper respondents.

### Demographics/Past Experiences

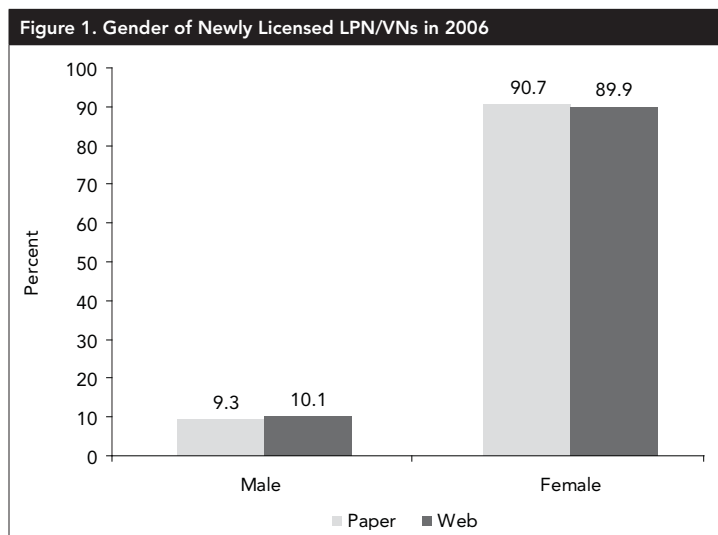
The majority of respondents reported were female (90.7% paper, 89.9% Web). See *Figure 1 for respondent gender*. The age of respondent nurses averaged 34 years for paper and 33 years for Web (SD 9.87 years paper, 9.35 years Web).

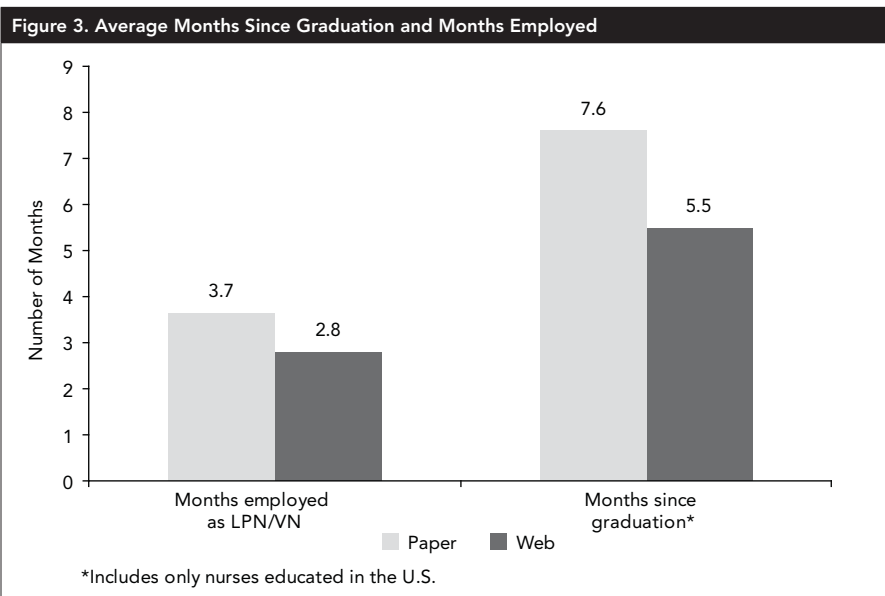
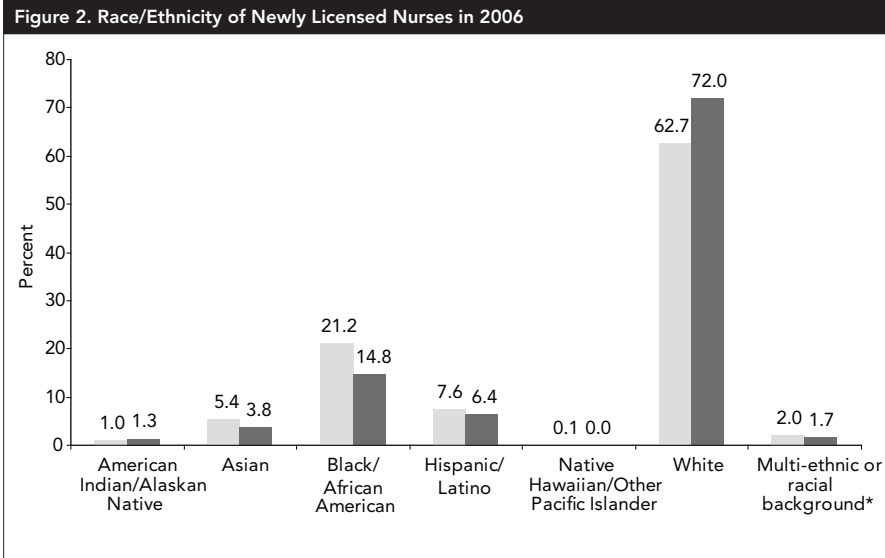
The majority of respondents to this study were White (62.7% paper, 72.0% Web). There were 5.4% of paper respondents and 3.8% of Web respondents who reported being of Asian descent; 21.2% paper and 14.8% Web reported being African American; and 7.6% paper, 6.4% Web reported being Hispanic or Latino. See *Figure 2 for a complete list of racial/ethnic backgrounds of survey respondents*.

Paper respondents reported working an average of 3.7 months as licensed practical/vocational nurses and those educated in the U.S. were an average of 7.6 months post graduation; while Web respondents reported working an average of 2.8 months and being 5.5 months post graduation. See *Figure 3*.

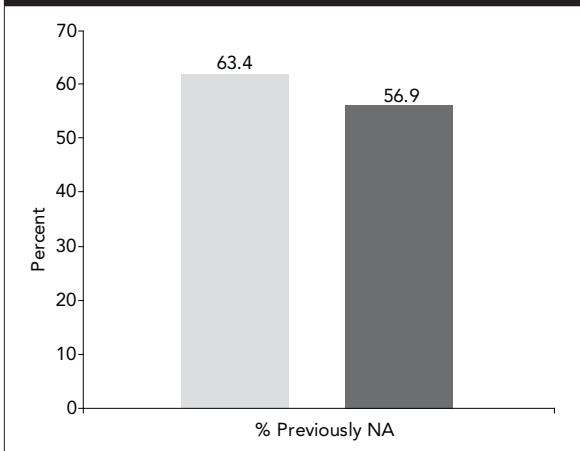
Most (86.6% paper, 85.7% Web) of the respondents were graduates of diploma/certificate LPN/VN programs. About 9% of the paper respondents graduated from associate degree LPN/VN programs (9.7% Web) and 1.6% paper (2.5% Web) were graduates of RN programs who were allowed to take the NCLEX-PN examination. Approximately 1.5% of paper survey respondents were educated in other countries, while just over 2% of Web respondents reported being educated internationally.

An average of 5 years of work as a nurse aide was reported by 63.4% of paper and 56.9% of Web survey respondents. See *Figures 4 & 5*.

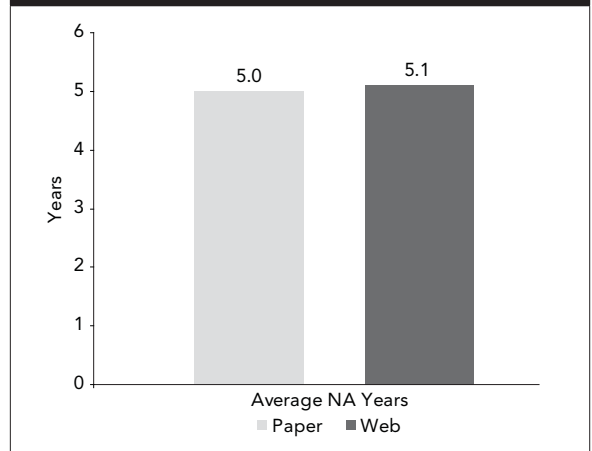




**Figure 4. Newly Licensed LPN/VN Previously NA Experience in 2006**



**Figure 5. Newly Licensed LPN/VN Average Years of Practice as an NA**



## Orientation

Most of the respondents to the current study reported receiving some kind of orientation. No formal orientation was reported by 9.5% paper and 7.8% Web while only 1.4% paper and 0.9% Web reported having only classroom instruction/skills lab work for their orientation. The majority (68.3% paper, 70.8% Web) reported working with an assigned preceptor for an average of about 3.7 (paper) or 4.2 (Web) weeks. Nearly 17.0% paper and 13.0% Web reported performing supervised work with clients for an average of 4.6 weeks (paper) and 3.6 weeks (Web). While 1.3% (paper) and only 4.0% (Web) reported having a formal internship, those that did spent an average of 3.9 weeks (paper) and 3.6 weeks (Web) in orientation. See *Table 2* for types of orientation with average time spent in each.

## Certifications Earned

The majority of respondents (47.1% and 36.8% Web) reported that they had not earned any certifications or completed additional coursework. Basic life support (29.8% paper, 30.9% Web), intravenous therapy (21.4% paper, 28.4% Web), and phlebotomy (7.5% paper, 12.6% Web) were the most frequently reported certifications. See *Table 3* for a complete listing of additional coursework and/or certifications completed by survey respondents.

## Work Settings

### Facilities

The most frequently cited employing facility of newly licensed LPN/VNs in this study was long-term care (54.0% paper, 46.5% Web), followed by hospital employment (23.5% paper, 33.5% Web), while 17.1% of paper respondents and 13.2% of Web respondents reported working in community-based facilities. See *Table 4*.

The number of beds reported in employing hospitals or nursing homes were mostly distributed among 100-299 beds (36.5% paper, 36.6% Web), less than 100 beds (31.7% paper, 29.9% Web), and 300-499 beds (8.0% paper, 10.6% Web). Only 3.2% of paper respondents and 4.8% Web respondents reported working in facilities with greater than 500 beds. See *Table 5*. Of paper respondents, 33.1% (and 38.9% of Web respondents) reported working in urban or metropolitan areas, 27.2% paper and 30.7% Web worked in suburban areas while 29.2% paper and 20.1% Web were in rural areas.

**Table 2. Type and Length of Orientation**

	Paper		Web	
	%	Average Weeks	%	Average Weeks
No formal orientation	9.5	N/A	7.8	N/A
Classroom instruction/skills lab only	1.4	1.2	0.9	1.0
Classroom and/or skills lab plus supervised work with patients	16.9	4.6	12.7	3.6
Work with an assigned preceptor with or without additional classroom or skills lab work	68.3	3.7	70.8	4.2
Formal internship with or without additional classroom or skills lab work	1.3	3.9	4.0	3.6
Other	2.6	2.2	3.8	2.5

**Table 3. Additional Coursework/Certifications\***

Type of Additional Coursework/Certification	Paper %	Web %
Advanced Cardiac Life Support	7.1	6.5
Basic Life Support	29.8	30.9
Behavioral Management	3.9	4.2
Chemotherapy	0.2	0.0
Conscious Sedation	0.5	1.1
Coronary Care	0.5	0.6
Critical Care	1.2	1.1
Intravenous Therapy	21.4	28.4
Neonatal Advanced Life Support (NALS)	1.3	2.0
Pediatric Advanced Life Support (PALS)	2.0	2.0
Phlebotomy	7.5	12.6
Peritoneal Dialysis	1.1	1.1
Rehabilitation	2.2	2.5
None	47.1	36.8
Other	8.1	7.0

\* Respondents were instructed to select all that apply

**Table 4. Employment Facilities**

Type of Facility/Organization	Paper %	Web %
Community-based care	17.1	13.2
Hospital	23.5	33.5
Long term care	54.0	46.5
Other	5.4	6.8

**Table 5. Employment Setting Characteristics**

Setting Characteristic	Paper %	Web %
<b>Number of hospital or nursing home beds</b>		
Under 50 beds	10.1	11.5
50-99 beds	21.6	18.4
100-299 beds	36.5	36.6
300-499 beds	8.0	10.6
500 or more beds	3.2	4.8
Don't know	3.1	6.0
Don't work in a hospital or nursing home	17.4	12.1
<b>Location of Employment Setting</b>		
Urban/metropolitan area	33.1	38.9
Suburban	27.2	30.7
Rural	29.2	20.1
<b>Population of Employment Setting</b>		
Less than 5,000	10.9	12.3
5,000 to 19,999	16.4	15.5
20,000 to 49,999	16.0	10.8
50,000 to 99,999	9.0	14.6
100,000 to 500,000	11.0	11.4
Greater than 500,000	5.5	7.3
Don't know	31.2	28.1



**Table 6. Specialty Practice Settings\***

<b>Practice Setting</b>	<b>Paper %</b>	<b>Web %</b>
Critical Care (e.g., ICU, CCU, step-down units, pediatric/neonatal intensive care, emergency department, post-anesthesia recovery, etc.)	4.2	4.5
Home health, including visiting nurses associations	4.9	3.4
Hospice care	2.4	3.7
Labor and delivery	0.7	0.8
Other long term care (e.g., residential care, developmental disability/mental retardation care, etc.)	26.7	24.2
Medical-surgical unit or any of its sub-specialties	14.2	20.5
Nursing home, skilled or intermediate care	44.6	37.9
Occupational health	0.1	0.0
Operating room, including outpatient surgery and surgicenters	1.0	0.3
Outpatient clinic	3.7	3.4
Pediatrics or nursery	3.3	3.9
Physician's/dentist's office	4.7	2.8
Postpartum unit	1.0	1.7
Prison	2.2	1.7
Psychiatry or any of its sub-specialties	4.5	4.2
Public health	0.4	1.4
Rehabilitation	6.7	5.6
Student/school health	0.3	0.6
Subacute unit	2.6	1.1
Transitional care unit	1.1	1.7
Other	5.7	5.6

\*Survey participants could select no more than two to describe their practice

## Specialty Practice Settings

Overall, respondents reported working the most in nursing home (44.6% paper, 37.9% Web) and long-term care (26.7% paper, 24.2% Web) settings. Medical/surgical settings were reported by 14.2% of paper respondents and 20.5% of Web respondents, rehabilitation by 6.7% paper and 5.6% Web, while 5.7% paper and 5.6% Web reported working in other settings. See *Table 6*.

## Types and Ages of Clients

When asked to select all of the client health conditions for whom they provided care, the newly licensed nurses reported caring most frequently for clients with stable, chronic conditions (54.3% paper, 51.7% Web), clients with behavioral/emotional conditions (45.2% paper, 37.1% Web), clients at end of life (38.9% paper, 32.0% Web), and clients with acute conditions (36.4% paper, 37.1% Web). See *Figure 6*.

When asked to select all of the client age groups for whom they provided care, the respondents reported caring for adult clients aged 65 to 85 (74.3% paper, 71.3% Web), clients over the age of 85 (47.1% paper, 40.2% Web), and clients aged 31 to 64 (45.5% paper, 43.8% Web). See *Figure 7*.

## Shifts Worked

The shift most commonly reported as worked was days (47.0% paper, 46.5% Web) with about equal percentages working evening (25.6% paper, 25.4% Web) and night (22.4% paper, 23.7% Web) shifts. Only 3.0% paper respondents and 1.5% of Web respondents reported working rotating shifts. See *Figure 8* for shifts reported.

## Time Spent in Different Categories of Nursing Activities

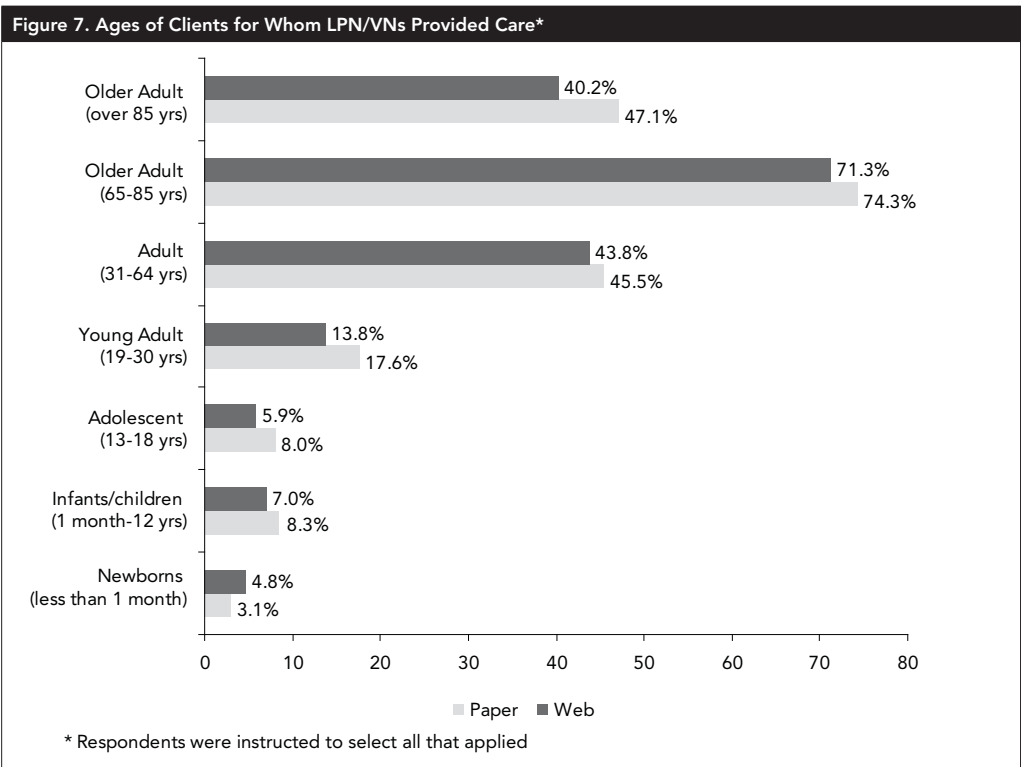
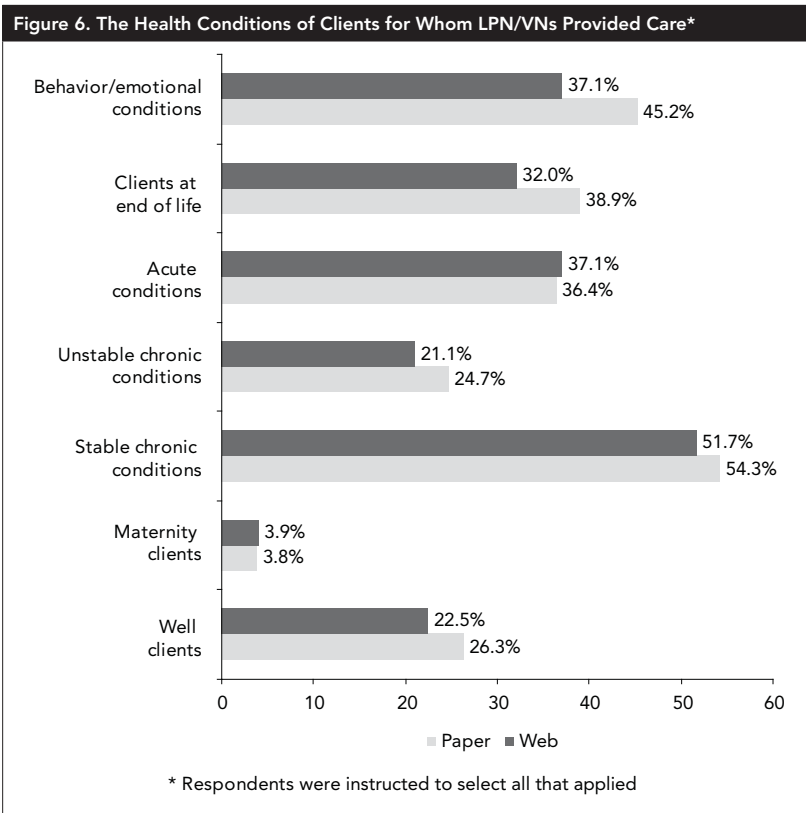
The respondents to the current study were asked to record the number of hours spent performing specific categories of activities. See *Table 7*. The hours spent were then converted to proportions of time by dividing the number of hours reported spent working by the hours reported spent on each activity. Because nurses often perform more than one type of activity at a time, such as teaching while giving medications or providing emotional support

while giving routine care, these proportions did not sum to 100. In order to make the proportions of time spent in activities useful for the task of validating the NCLEX-PN® test plan, the proportions were standardized by dividing the time spent in each category of activity by the sum of hours reportedly spent in all the activities. These standardized proportions of the advantage of summing to 100. Results were very similar between paper and Web respondents. The newly licensed LPN/VNs reported spending the greatest amount of time on activities necessary for safe medication administration (18.7% paper, 18.9% Web), activities related to safety and infection control (14.9% paper, 15.1% Web), activities related to basic care and comfort (14.0% paper, 15.0% Web), activities related to coordinated care (13.5% paper 11.5% Web), and activities that reduce the risk of the client developing complications (11.8% paper, 11.4% Web). The least amount of time (6.5% paper, 7.2% Web) was spent on activities that provide for physiological adaptation.

## Administrative Responsibilities/ Primary Administrative Position

Respondents were asked to select, from a pre-determined list, all of the specific administrative roles they performed within their current nursing position. One or more administrative roles were reported by 48.2% of the respondents. LPN/VNs working in long-term care were much more likely to report performing one or more administrative roles (72.4% paper, 72.0% Web worked in long-term care, 12.9% of paper and 10.7% of Web worked in hospitals, and 21.6% paper, 26.7% Web worked in community-based settings). Charge nurse was the most frequently reported administrative role (by 34.7% of paper respondents and 26.0% of Web respondents) followed by team leader (12.1% of paper respondents and 11.2% of Web respondents).

Respondents were also asked to report the approximate percentages of time spent in the administrative roles they selected. Overall, 18.1% reported spending 80-100% of their work time in the administrative roles they selected. See *Table 8*.



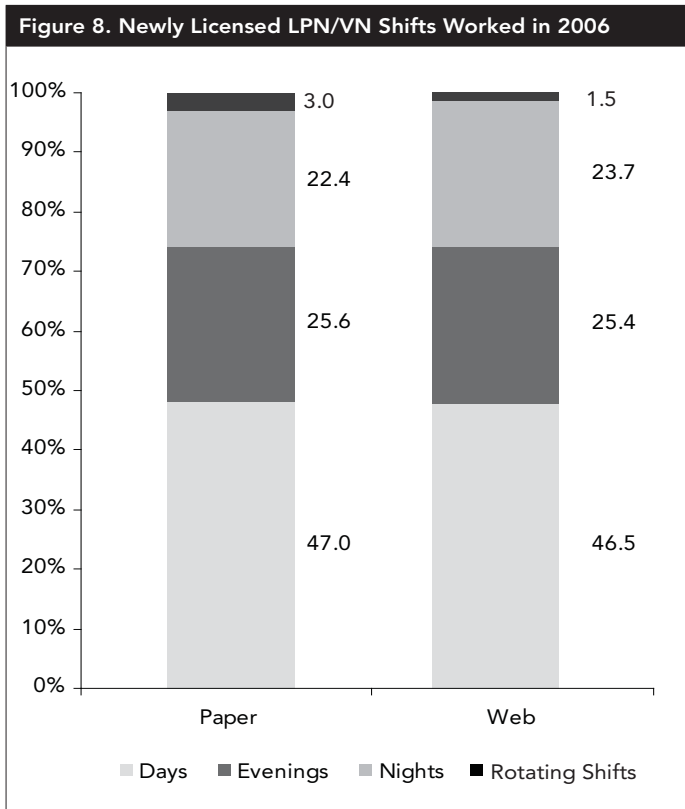


Table 7. Average Time Spent in Different Categories of Nursing Activities

Categories of Activities	Paper			Web		
	Average Hours	Proportion of Work Hours*	Standardized Proportion**	Average Hours	Proportion of Work Hours*	Standardized Proportion**
<p>1 <b>Perform activities related to coordinated care:</b></p> <ul style="list-style-type: none"> <li>▪ Advance Directives</li> <li>▪ Advocacy</li> <li>▪ Client Care Assignments</li> <li>▪ Client Rights</li> <li>▪ Concepts of Management and Supervision</li> <li>▪ Confidentiality</li> <li>▪ Consultation with Members of the Health Care Team</li> <li>▪ Continuity of Care</li> <li>▪ Establishing Priorities</li> <li>▪ Ethical Practice</li> <li>▪ Informed Consent</li> <li>▪ Legal Responsibilities</li> <li>▪ Performance Improvement (Quality Assurance)</li> <li>▪ Referral Process</li> <li>▪ Resource Management</li> </ul>	2.91	0.31	13.5%	2.67	0.26	11.5%
<p>2 <b>Perform activities related to safety and infection control:</b></p> <ul style="list-style-type: none"> <li>▪ Accident/Error Prevention</li> <li>▪ Handling Hazardous and Infectious Materials</li> <li>▪ Home Safety</li> <li>▪ Injury Prevention</li> <li>▪ Internal and External Disaster Plans</li> <li>▪ Medical and Surgical Asepsis</li> <li>▪ Reporting of Incident/Event/Irregular Occurrence/Variance</li> <li>▪ Safe Use of Equipment</li> <li>▪ Security Plans</li> <li>▪ Standard/Transmission-Based/Other Precautions</li> <li>▪ Use of Restraints/Safety Devices</li> </ul>	3.25	0.34	14.9%	3.48	0.34	15.1%
<p>3 <b>Perform activities related to health promotion and maintenance:</b></p> <ul style="list-style-type: none"> <li>▪ Aging Process</li> <li>▪ Ante/Intra/Postpartum and Newborn Care</li> <li>▪ Data Collection Techniques</li> <li>▪ Developmental Stages and Transitions</li> <li>▪ Disease Prevention</li> <li>▪ Expected Body Image Changes</li> <li>▪ Family Planning</li> <li>▪ Health Promotion/Screening Programs</li> <li>▪ High Risk Behaviors</li> <li>▪ Human Sexuality</li> <li>▪ Immunizations</li> <li>▪ Lifestyle Choices</li> <li>▪ Self-Care</li> </ul>	2.16	0.23	10.0%	2.38	0.23	10.3%
<p>4 <b>Perform activities related to the psychological needs of clients:</b></p> <ul style="list-style-type: none"> <li>▪ Abuse or Neglect</li> <li>▪ Behavioral Interventions</li> <li>▪ Behavioral Management</li> <li>▪ Coping Mechanisms</li> <li>▪ Crisis Intervention Cultural Awareness</li> <li>▪ End of Life Concepts</li> <li>▪ Grief and Loss</li> <li>▪ Mental Health Concepts</li> <li>▪ Mental Illness Concepts</li> <li>▪ Religious or Spiritual Influences on Health</li> <li>▪ Sensory/Perceptual Alterations</li> <li>▪ Situational Role Changes</li> <li>▪ Stress Management</li> <li>▪ Substance-Related Disorders</li> <li>▪ Suicide/Violence Precautions</li> <li>▪ Support Systems</li> <li>▪ Therapeutic Communication</li> <li>▪ Therapeutic Environment</li> <li>▪ Unexpected Body Image Changes</li> </ul>	2.26	0.24	10.5%	2.44	0.24	10.6%

\*Hours spent in each category divided by number of hours worked

\*\*Hours spent in each category divided by sum of hours spent in all categories

Table 7. Average Time Spent in Different Categories of Nursing Activities

Categories of Activities	Paper			Web		
	Average Hours	Proportion of Work Hours*	Standardized Proportion**	Average Hours	Proportion of Work Hours*	Standardized Proportion**
<p>5 <b>Perform activities related to basic care and comfort:</b></p> <ul style="list-style-type: none"> <li>▪ Assistive Devices</li> <li>▪ Elimination</li> <li>▪ Mobility/Immobility</li> <li>▪ Non-Pharmacological Comfort Interventions</li> <li>▪ Nutrition and Oral Hydration</li> <li>▪ Palliative/Comfort Care</li> <li>▪ Personal Hygiene</li> <li>▪ Rest and Sleep</li> </ul>	3.14	0.32	14.0%	3.55	0.34	15.0%
<p>6 <b>Perform activities necessary for safe medication administration:</b></p> <ul style="list-style-type: none"> <li>▪ Adverse Effects</li> <li>▪ Expected Effects</li> <li>▪ Medication Administration</li> <li>▪ Pharmacological Actions</li> <li>▪ Pharmacological Agents</li> <li>▪ Side-Effects</li> </ul>	4.06	0.42	18.7%	4.47	0.42	18.9%
<p>7 <b>Perform activities that reduce the risk of client developing complications:</b></p> <ul style="list-style-type: none"> <li>▪ Diagnostic Test</li> <li>▪ Laboratory Values</li> <li>▪ Potential for Alterations in Body Systems</li> <li>▪ Potential for Complications of Diagnostic Tests/Treatments/Procedures/Surgery or Health Alterations</li> <li>▪ Therapeutic Procedures</li> <li>▪ Vital Signs</li> </ul>	2.56	0.27	11.8%	2.67	0.26	11.4%
<p>8 <b>Perform activities that provide for physiological adaptation:</b></p> <ul style="list-style-type: none"> <li>▪ Alterations in Body Systems</li> <li>▪ Basic Pathophysiology</li> <li>▪ Fluid and Electrolyte Imbalances</li> <li>▪ Medical Emergencies</li> <li>▪ Radiation Therapy</li> <li>▪ Unexpected Response to Therapies</li> <li>▪ Medical Emergencies</li> </ul>	1.46	0.15	6.5%	1.72	0.16	7.2%

\*Hours spent in each category divided by number of hours worked

\*\*Hours spent in each category divided by sum of hours spent in all categories

**Table 8. Administrative Responsibilities**

	Paper				Web			
	Hospital %	Long-term Care %	Community Based %	Total %	Hospital %	Long-term Care %	Community Based %	Total %
<b>Administrative Roles*</b>								
None of the Roles Performed	87.1	27.6	78.4	51.8	89.3	28.0	73.3	54.3
Charge Nurse	5.0	58.4	8.0	34.7	2.7	45.6	4.4	26.0
Coordinator	0.0	0.9	2.8	1.1	0.9	0.0	2.2	0.6
Director of Nursing	0.0	0.2	0.0	0.1	0.0	0.0	0.0	0.0
House Supervisor	0.0	2.2	2.3	1.5	0.0	2.7	0.0	1.5
Team Leader	7.1	16.6	5.1	12.1	4.5	15.4	11.1	11.2
Unit/Area Manager	0.0	5.6	2.3	3.5	0.0	6.0	0.0	3.2
Other Administrative Role	2.9	3.4	4.5	3.6	2.7	2.2	8.9	3.2
<b>Percentage of Time Spent in Administrative Roles</b>								
None of the Roles Performed	86.3	27.3	79.2	51.5	72.2	18.8	45.5	35.8
0-19%	3.9	14.0	4.0	9.8	11.1	21.9	18.2	18.6
20-39%	3.4	12.4	4.6	8.6	7.4	14.1	18.2	12.7
40-59%	3.4	10.7	4.0	7.8	3.7	17.2	0.0	11.8
60-79%	0.0	5.8	2.3	3.6	0.0	4.7	0.0	2.9
80-100%	3.0	29.7	5.8	18.7	5.6	23.4	18.2	18.1

\*Respondents could select more than one administrative role

**Table 9. Registered Nurse Education Program Enrollment**

	Paper		Web	
	Frequency	%	Frequency	%
<b>Enrolled in a Registered Nurse education program</b>				
Yes	207	20.0	61	25.7
No	669	64.8	132	55.7
I have applied, but am not currently enrolled	157	15.2	44	18.6
<b>Program Enrollment</b>				
Registered Nurse- Diploma Program	9	4.3	1	2.1
Registered Nurse- Associate Degree Program	170	82.1	41	87.2
Registered Nurse- Bachelor's Degree Program	21	10.1	5	10.6
Other	1	0.5	0	0.0
<b>Reasons For Non-enrollment*</b>				
Currently completing pre-requisite course	75	47.8	26	60.5
Turned down because classes are full	17	10.8	1	2.3
Did not meet admission requirements	4	2.5	0	0.0
Unable to afford tuition	36	22.9	7	16.3
On a waiting list for admission	35	22.3	3	7.0
Other	26	16.6	6	14.0
<b>Non-nursing College Degree</b>				
Yes	240	23.48	54	23.3
No	782	76.52	178	76.7

\* Respondents were asked to select all that applied

## Enrollment in RN Educational Programs

Respondents were asked about enrollment in further nursing education. Of paper respondents, 20.0% (and 25.7% of Web respondents) reported enrollment in a registered nurse education program while 15.2% of paper and 18.6% of Web respondents reported that they had applied to such a program but were not currently enrolled. Of those currently enrolled, 82.1% of paper and 87.2% of Web respondents were in associate degree programs, 10.1% paper and 10.6% Web were in baccalaureate programs and 4.3% paper 2.1% Web were in diploma programs. Of those who that had applied but were not enrolled, 47.8% paper and 60.5% Web were completing prerequisite courses, 22.3% paper and 7.0% Web were on waiting lists, 22.9% paper, and 16.3% Web could not afford the tuition, 10.8% paper and 2.3% Web were turned away because classes were full, and only 2.5% of paper respondents and no Web respondents reported failing to meet program requirements. 23.5%, and 23.3% of Web respondents, reported holding non-nursing college degrees. See Table 9.

## Summary

In general, the nurses responding to the 2006 LPN/VN Practice Analysis survey for both Web and paper were primarily female with an average age of 34 years. Most worked straight day, evening, or night shifts in skilled or intermediate care units in nursing homes. However, there were some differences in the employment setting and specialty practice area between the paper and Web respondents. For example, more paper-based respondents reported working in long-term care (54.0%) as compared to Web-based respondents (46.5%). The majority were provided an orientation with an assigned preceptor or mentor for an average of 3.7 weeks. They spent the majority of their time performing activities necessary for safe medication administration, activities related to safety and infection control, and activities related to basic care and comfort; and approximately half reported performing one or more administrative roles within their nursing positions.



## ACTIVITY PERFORMANCE FINDINGS

Findings relative to the activities performed by newly licensed practical/vocational nurses are presented in this section of the report. The methods used to collect and analyze activity findings, representativeness of activity statements, applicability to practice settings, frequency of performance and priority of the activities will be discussed. A validation of survey findings with estimates provided by the subject matter expert panel will also be provided.

### Overview of Methods

The 2006 LPN/VN practice analysis survey asked respondents to answer two questions about each activity. Question A addressed the frequency of activity performance. The six-point scale of frequency ranged from "Never Performed in Work Setting" to "5 or More Times" on the last day of work. Respondents were instructed to mark "Never Performed in Work Setting" then move to the next activity if an activity did not apply to or was never performed in their work setting. If the activity did apply to their work setting, they were asked to mark on a six-point scale of 0-5+ reflecting the frequency with which they had performed the activity on their last day of work. Then they were asked to complete Question B, rating the overall priority of the activity considering client safety and/or threat of complications or distress on a scale of 1-4 with "1 lowest priority," "2 low priority," "3 high priority" and "4 highest priority." The respondent ratings were analyzed in three parts. Applicability to practice setting was assessed by analyzing the number of respondents marking the "Never Performed in Work Setting" response and then converting this to "Performed in Work Setting". Frequency of activity performance was analyzed using "0 times," "1 time," "2 times," "3 times," "4 times" and "5 or more times" scale on which respondents recorded their last day's frequency of activity performance. Priority was determined by analyzing the 1-4 priority scale.

### Reliability

To evaluate the instrument, a reliability coefficient, the Kuder-Richardson formula 20 (KR20) was

calculated. The KR20 reliability estimates are affected by the number of questions and the number of respondents. Higher values (e.g., greater than 0.90) reflect less error and are considered quite good (Guilford, 1956). For this survey, the priority ratings for each of the two forms had reliability estimates greater than 0.97, which suggests limited error (Hopkins, 1990).

## Activity Performance Characteristics

### Representativeness of Activity Statements

The participants were asked whether the activities on their questionnaire forms represented what they actually did in their positions. A large majority (97.5% paper, and 92.1% Web) indicated that the activities on their questionnaire were representative of their current practice. This helps to establish the validity of the instrument.

### Applicability of Activities to Practice Setting

Respondents indicated whether each of the activities was applicable to their work setting by marking the "Never Performed in Work Setting" category. The percentages of newly licensed nurses indicating that the activities were applicable and performed in their settings are reported in Table 10. (In order to provide a more straight forward interpretation of the results, the data was transformed to represent percent of respondents performing an activity.) The activities ranged from 7.9% applicability (7.9% of the respondents reported that the activity was performed within their work settings) to 100.0% (all of the respondents reported the activity was performed within their work setting). Activities listed in rank order by percent performing can be found in Appendix E.

Of the 147 activities included in the study, activities reported to apply to the settings of the lowest number of participants were related to care of maternal clients and newborns. The activities with the highest number of participants reporting performance applied to their work setting were those related to the provision of basic care to clients in all settings such as verifying the identity of a client, maintaining

client confidentiality, using universal standards/procedures, and following the five rights of medications administrations. See *Appendix E*.

### Frequency of Activity Performance

Respondents were asked to rate the frequency of performance of all activities that were applicable to their work settings. They reported how frequently they performed the activity on the last day they worked on a six-point scale: "0 times" to "5 or more times." Average frequency statistics were calculated in two ways. The setting-specific frequency of activity performance was calculated by averaging the frequency ratings of those respondents providing ratings (those indicating that the activity applied to their work setting). The total group frequency was calculated by converting the "Never Performed in Work Setting" ratings to "0" before averaging the rating. See *Table 10* for setting-specific and total group frequency statistics.

#### Setting-Specific

As seen in *Appendices G* and *H*, the average setting specific frequency ratings for paper ranged from 0.65 to 4.81 while for Web the ratings ranged from 0.49 to 4.82. The lowest setting specific frequency ratings for paper were "Respond to life threatening emergency" (0.65) and "Insert nasogastric (NG) tube" (0.72) and the highest setting specific frequency ratings for paper were "Follow the rights for medication administration" (4.74) and "Use universal/standard precautions" (4.81). As seen in *Appendix G*, the lowest setting specific frequency ratings for Web were "Insert nasogastric (NG) tube" (0.49) and "Respond to life threatening emergency" (0.58). The highest Web setting specific frequency ratings were "Follow the rights of medication administration" (4.78) and "Use universal/standard precautions" (4.82).

#### Total Group

As seen in *Appendices I* and *J*, the average total group frequency ratings ranged from 0.12 to 4.78 for paper and from 0.15 to 4.82 Web. The lowest total group frequency ratings for paper were "Monitor a client in labor" (0.12) and "Perform fetal heart monitoring for client during pregnancy, before labor" (0.13). The highest total group frequency

ratings for paper were "Use universal/standard precautions" (4.78) and "Follow the rights of medication administration" (4.65). The lowest total group frequency ratings for Web were "Monitor a client in labor" (0.15) and "Insert nasogastric (NG) tube" (0.16). The highest total group frequency ratings for Web were "Use standard/universal precautions" (4.82) and "Maintain client confidentiality" (4.70).

### Priority of Activity Performance

The priority of performing each nursing activity with respect to the maintenance of client safety and/or threat of complications or distress was determined by participants' responses to the following question: "What is the priority of performing this nursing activity compared to the performance of other nursing activities?" Participants were further requested to consider the priority of activity performance in terms of client safety, namely risk of unnecessary complications, impairment of function, or serious distress to clients. Priority ratings were recorded using a 4-point scale: "1" (lowest priority) to "4" (highest priority). Average priority ratings were calculated in two ways. The setting-specific priority of activity performance was calculated by averaging the priority ratings of only those respondents providing frequency ratings for the activity (those indicating that the activity applied to their work setting). The total group priority was calculated by including all priority ratings regardless of applicability to work setting. The average setting-specific and total group priority rating for each of the 147 activities is reported in *Table 10*.

#### Setting-Specific

As seen in *Appendices K* and *L*, the average setting specific priority ratings for paper ranged from 2.35 to 3.93. The average setting specific priority ratings for Web ranged from 2.00 to 3.93. The lowest setting-specific priority ratings for paper were "Search client belongings when indicated" 2.37 and "Discuss sexuality issues with client" 2.37. The highest setting-specific priority ratings for paper were "Follow the rights of medication administration" (3.93) and "Use universal/standard precautions" (3.86). For Web, the lowest setting-specific priority ratings were "Administer phototherapy treatment to a newborn" (2.00) and "Search client belongings

when indicated" (2.23). The highest setting-specific priority ratings for Web were "Follow the rights of medication administration" (3.93) and "Use universal/standard precautions" (3.88).

### Total Group

As seen in Appendices M and N, the average total group priority ratings for paper ranged from 2.02 to 3.92. The average total group priority ratings for Web ranged from 1.90 to 3.90. The lowest total group priority ratings were "Administer phototherapy treatment to newborn" (2.02) and "Participate in client group session" (2.02). The highest total group priority ratings for paper were "Follow the rights of medication administration" (3.92) and "Use universal/standard precautions" (3.86). The lowest total group priority ratings for Web were "Monitor a client postpartum recovery" (1.90) and "Provide care and support for client with non-substance related dependency" (1.96). The highest total group priority ratings for Web were "Follow the rights of medication administration" (3.90) and "Use universal/standard precautions" (3.88).

### Difference In Activity Performance Paper and Web

Activity statement ratings shown in Table 11 illustrate that there was only one activity statement that had greater than one point difference in total group priority ratings paper versus Web, "Remove client drain (e.g., hemovac, Jackson-Pratt or penrose)" difference was 1.52 points. For total group frequency paper versus Web there were no activity statements with more than one point difference between the two administration methods.

### Subject Matter Expert Panel Validation of Survey Findings

The subject matter expert panel for the 2006 LPN/VN practice analysis survey was asked to provide independent ratings of the 147 activity statements. The panel members estimated the percentage of newly licensed LPN/VNs performing the activities within their practice setting, the average setting-specific daily frequency with which the activities were performed and the average priority of the activities. After the ratings were obtained average total group frequency estimates were calculated by prorating the setting-specific frequency ratings

with the estimates of setting applicability. All panel member ratings of activity statements were averaged across panel members and compared to the ratings obtained from the practice analysis paper survey respondents.

The priority ratings estimated by the SME panel were compared to the average priority ratings from the practice analysis survey respondents. The estimates of the panel members compared to survey findings and sorted by differences in priority ratings may be found in Table 11. There were no activities for which the panel members estimated a priority one point higher than respondents in the survey. There was one activity statement "Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan" for which the SMEs estimated a priority of one point less than the respondents on the survey.

### Summary

Overall, newly licensed nurses rated the activity statements in a similar manner regardless of the method of survey administration (paper or Web). Respondents to the 2006 LPN/VN Practice Analysis survey found the activities listed in the survey to be representative of the work they performed in their practice settings. In general, activities with the lowest average total group frequency ratings corresponded to those activities performed in specialized areas of nursing practice. Subject matter expert panel estimates of average frequency and priority ratings were compared to those obtained from the survey respondents. The results showed a priority rating discrepancy of one point for only one of the 147 activity statements.

Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4
1	Use data from various sources in making clinical decisions	93.60	3.05	2.85	3.01	2.98	94.58	3.19	3.02	2.96	2.92
2	Contribute to the development of client plan of care	89.02	2.69	2.40	2.92	2.88	88.55	2.76	2.45	2.87	2.80
3	Organize and prioritize care for assigned group of clients	85.88	3.50	3.00	3.18	3.11	89.60	3.75	3.36	3.22	3.12
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	56.52	1.89	1.07	2.60	2.35	58.50	2.08	1.22	2.55	2.22
5	Maintain client confidentiality	99.50	4.57	4.55	3.74	3.74	100.00	4.70	4.70	3.77	3.77
6	Use information technology in the delivery of care	83.80	2.84	2.38	2.74	2.65	88.01	3.24	2.85	2.88	2.78
7	Use research when providing care	81.30	2.34	1.90	2.76	2.64	83.05	2.37	1.97	2.77	2.64
8	Use universal/standard precautions	99.20	4.81	4.78	3.86	3.86	100.00	4.82	4.82	3.88	3.88
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	82.14	3.46	2.84	3.55	3.44	80.14	3.53	2.83	3.55	3.42
10	Practice principles of ergonomics	70.78	2.84	2.01	2.84	2.66	76.29	3.11	2.37	2.88	2.65
11	Monitor a client postpartum recovery	16.37	2.02	0.33	2.83	2.03	19.73	1.95	0.38	2.89	1.90
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	50.78	2.17	1.10	2.85	2.49	51.69	2.25	1.16	2.93	2.43
13	Collect data for initial or admission health history	82.76	2.33	1.93	3.16	3.07	77.05	2.37	1.83	3.14	2.98
14	Identify client use of effective and ineffective coping mechanisms	87.17	2.51	2.19	2.89	2.83	90.38	2.52	2.28	2.99	2.94
15	Identify significant life-style changes and other stressors that may affect recovery	83.43	2.32	1.94	2.90	2.84	84.98	2.45	2.08	2.89	2.78
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	91.48	3.80	3.48	3.31	3.25	88.10	3.69	3.25	3.36	3.27
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	87.82	4.10	3.60	3.62	3.53	88.70	4.22	3.74	3.67	3.55
18	Follow the rights of medication administration	98.20	4.74	4.65	3.93	3.92	96.91	4.78	4.63	3.93	3.90
19	Monitor client intravenous (IV) site and flow rate	59.72	2.66	1.59	3.42	3.05	59.66	3.19	1.90	3.42	3.01

Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4
20	Administer IVPB medications	43.41	2.07	0.90	3.24	2.68	45.24	2.51	1.14	3.28	2.64
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	89.98	3.57	3.21	3.44	3.38	89.97	3.81	3.43	3.58	3.51
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	88.79	2.25	2.00	2.88	2.84	84.25	2.46	2.08	3.06	2.95
23	Perform neurological checks	86.31	2.13	1.84	3.20	3.13	87.00	2.29	2.00	3.20	3.14
24	Perform circulatory checks	89.87	2.96	2.66	3.28	3.22	92.75	3.15	2.92	3.33	3.29
25	Provide care for client drainage device (e.g., wound drain or chest tube)	58.94	1.62	0.95	2.97	2.74	65.94	1.95	1.28	3.04	2.82
26	Perform wound care and/or dressing change	90.64	2.92	2.65	3.21	3.16	90.61	2.95	2.67	3.25	3.17
27	Provide care for a client tracheostomy	53.72	1.61	0.86	3.21	2.86	52.00	1.41	0.73	3.15	2.81
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	96.86	3.20	3.10	3.50	3.49	94.95	3.19	3.03	3.52	3.49
29	Monitor and provide for nutritional needs of client	89.39	3.45	3.08	3.19	3.14	93.53	3.33	3.12	3.22	3.20
30	Contribute to change made in client plan of care	84.53	2.10	1.78	2.85	2.80	88.65	2.28	2.02	3.10	3.07
31	Provide input for performance evaluations of other staff	61.96	1.83	1.13	2.58	2.34	63.83	1.62	1.04	2.68	2.38
32	Advocate for client rights or needs	89.53	2.96	2.65	3.40	3.32	93.53	3.04	2.84	3.43	3.45
33	Include client in client care decision-making	91.54	2.97	2.72	3.29	3.24	94.24	3.13	2.95	3.47	3.46
34	Participate in education of staff	76.61	1.88	1.44	2.89	2.76	75.89	1.92	1.45	2.97	2.78
35	Recognize task/assignment you are not prepared to perform and seek assistance	92.34	2.15	1.99	3.31	3.29	91.37	2.29	2.09	3.43	3.37
36	Discharge client to home or transfer client to another facility	73.93	1.73	1.28	2.73	2.62	72.34	1.93	1.40	2.84	2.71
37	Transcribe physician order	85.63	2.98	2.55	3.35	3.24	82.39	2.97	2.44	3.47	3.34
38	Obtain client signature on consent form	73.87	1.66	1.22	3.16	3.02	74.65	2.06	1.54	3.29	3.11
39	Provide information about advance directives	63.60	1.42	0.91	2.86	2.69	62.59	1.38	0.86	3.03	2.70
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	88.06	2.07	1.82	3.39	3.35	85.21	2.40	2.05	3.51	3.46
41	Verify the identity of client	98.23	4.48	4.40	3.83	3.82	97.87	4.58	4.48	3.80	3.80

Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4
42	Identify client allergies and intervene as appropriate	95.69	3.24	3.10	3.64	3.64	95.74	3.15	3.01	3.62	3.62
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	86.58	1.24	1.07	3.26	3.23	74.29	1.63	1.21	3.34	3.38
44	Use aseptic/sterile technique	95.31	3.19	3.04	3.72	3.71	95.71	3.21	3.07	3.76	3.70
45	Search client belongings when indicated	58.82	1.07	0.63	2.35	2.20	55.12	0.89	0.49	2.23	1.97
46	Perform fetal heart monitoring for client during pregnancy, before labor	9.57	1.41	0.13	3.24	2.23	13.85	1.72	0.24	3.30	2.22
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	18.29	2.18	0.40	3.39	2.43	20.16	2.31	0.47	3.19	2.31
48	Provide care that meets the special needs of young adults aged 19 to 30 years	41.60	2.58	1.07	3.22	2.73	43.31	2.33	1.01	3.36	2.84
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	86.11	4.38	3.77	3.52	3.43	89.68	4.06	3.64	3.62	3.59
50	Monitor a client in labor	8.63	1.41	0.12	3.42	2.14	13.95	1.06	0.15	3.09	2.26
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	31.71	1.36	0.43	2.69	2.24	34.88	1.80	0.63	3.21	2.53
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	40.12	1.61	0.65	2.64	2.31	42.64	1.53	0.65	2.67	2.24
53	Collect baseline physical data on admission of client	79.03	2.20	1.74	3.28	3.14	71.88	2.25	1.62	3.37	3.26
54	Perform basic vision screening	31.62	1.49	0.47	2.84	2.28	27.13	1.20	0.33	2.73	2.13
55	Provide emotional support to client/family	92.55	2.76	2.55	3.22	3.17	96.06	2.82	2.71	3.26	3.26
56	Provide client/family information about condition, expected prognosis and outcomes	81.34	2.07	1.68	3.05	2.99	79.53	2.01	1.60	3.15	3.10
57	Identify significant body change that may affect recovery	74.70	1.77	1.32	3.04	2.92	77.17	1.79	1.38	3.15	3.05
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	59.14	1.55	0.91	3.02	2.78	58.73	1.73	1.02	3.20	3.08
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	62.55	1.55	0.97	2.89	2.67	60.16	1.70	1.02	2.96	2.73
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	62.67	1.75	1.10	2.88	2.67	59.06	1.76	1.04	3.12	2.81

Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4
61	Participate in client group session	35.23	1.02	0.36	2.44	2.03	32.81	1.24	0.41	2.83	2.23
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	74.26	1.40	1.04	2.93	2.81	73.44	1.34	0.98	3.14	3.05
63	Assist in managing the care of angry/agitated client	88.95	2.32	2.07	3.17	3.13	92.19	2.02	1.86	3.26	3.24
64	Assist in the care of the cognitively impaired client	83.86	2.87	2.41	3.15	3.08	91.34	2.98	2.72	3.28	3.25
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy) or herbal therapy in providing client care)	46.69	1.33	0.62	2.48	2.21	52.10	1.44	0.75	2.86	2.43
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	81.09	2.88	2.33	3.00	2.93	50.63	1.48	0.75	2.76	2.47
67	Validate pain utilizing rating scale	92.35	3.67	3.39	3.47	3.44	95.08	3.78	3.59	3.52	3.47
68	Insert urinary catheter	75.73	1.52	1.15	3.00	2.87	75.61	1.11	0.84	3.08	2.83
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	71.57	1.60	1.15	2.91	2.76	72.36	1.16	0.84	3.05	2.88
70	Provide care to client in traction	38.25	0.86	0.33	2.81	2.38	41.94	0.71	0.30	2.93	2.48
71	Maintain current, accurate medication list or medication administration record (MAR)	94.49	4.53	4.28	3.84	3.81	95.12	4.50	4.28	3.86	3.84
72	Administer medication by oral route	93.55	4.49	4.20	3.67	3.62	94.31	4.55	4.29	3.72	3.65
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	95.14	3.56	3.39	3.54	3.52	97.56	3.43	3.35	3.64	3.61
74	Phone in client prescriptions to pharmacy	80.63	2.45	1.98	3.23	3.13	76.42	2.14	1.63	3.22	3.05
75	Regulate client IV rate	52.62	1.87	0.98	3.29	2.95	54.47	2.04	1.11	3.25	2.78
76	Withdraw blood samples from venous access device (VAD)	35.14	1.19	0.42	2.89	2.47	39.84	1.06	0.42	2.93	2.53
77	Perform bladder scan	28.68	1.11	0.32	2.73	2.21	39.34	1.10	0.43	3.07	2.47
78	Monitor diagnostic or laboratory test results	81.82	2.69	2.20	3.24	3.10	86.18	2.76	2.38	3.26	3.18
79	Identify signs or symptoms of potential prenatal complication	14.90	1.78	0.26	3.29	2.34	18.70	1.74	0.33	3.69	2.44
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	85.63	2.72	2.33	3.55	3.46	79.67	2.52	2.01	3.46	3.33



Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4
81	Evaluate client respiratory status by measuring oxygen (O2) saturation	88.58	3.69	3.27	3.55	3.47	90.76	3.19	2.89	3.49	3.40
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	66.15	1.57	1.04	3.38	3.17	66.39	1.23	0.82	3.35	3.03
83	Perform care for client before or after surgical procedure	57.93	2.00	1.16	3.32	3.06	56.20	1.79	1.01	3.27	2.83
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	89.30	2.88	2.57	3.56	3.52	89.26	2.84	2.54	3.68	3.61
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	67.05	0.65	0.43	3.59	3.46	58.20	0.58	0.34	3.44	3.24
86	Identify and treat a client intravenous (IV) line infiltration	50.58	1.20	0.61	3.30	2.96	47.54	1.24	0.59	3.39	2.77
87	Provide care to client on ventilator	29.34	1.08	0.32	3.41	2.77	33.88	0.95	0.32	3.68	2.89
88	Identify abnormalities on a client cardiac monitor strip	31.20	1.11	0.34	3.24	2.75	38.21	1.13	0.43	3.38	2.79
89	Make client care or related task assignment	81.91	2.83	2.31	2.88	2.77	74.81	2.83	2.12	2.80	2.66
90	Recognize and manage staff conflict through appropriate use of chain of command	79.80	1.66	1.33	2.71	2.63	67.41	1.71	1.16	2.79	2.58
91	Promote client/family self-advocacy	85.77	2.22	1.91	2.94	2.88	81.34	2.45	1.99	3.02	2.90
92	Follow-up with client/family after discharge	48.00	1.29	0.62	2.56	2.27	43.18	1.40	0.61	2.61	2.18
93	Participate in orientation of new employee	68.91	1.20	0.83	2.62	2.43	56.62	1.14	0.65	2.85	2.40
94	Report, or intervene to prevent, unsafe practice of health care provider	75.95	1.29	0.98	3.28	3.16	66.18	1.28	0.85	3.37	3.14
95	Take verbal or phone order	88.74	2.72	2.41	3.30	3.24	85.93	2.61	2.24	3.33	3.24
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	76.40	1.33	1.01	3.34	3.25	64.44	1.47	0.95	3.30	3.17
97	Provide for privacy needs	97.79	4.37	4.27	3.56	3.55	97.78	4.49	4.39	3.63	3.63
98	Perform telephone triage	45.31	1.59	0.72	2.65	2.39	32.35	1.41	0.46	2.71	2.16
99	Evaluate the appropriateness of order for client	87.90	2.64	2.32	3.20	3.15	85.29	2.94	2.51	3.32	3.25
100	Use proper body mechanics	97.79	4.31	4.21	3.49	3.47	96.32	4.24	4.09	3.41	3.36



Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS)	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS)	Avg Priority (TG) 1-4
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	77.29	1.26	0.97	3.08	2.96	56.72	1.22	0.69	3.11	2.91
102	Apply and/or monitor use of least restrictive restraints or seclusion	68.06	1.85	1.26	3.06	2.82	61.76	1.98	1.22	3.11	2.74
103	Assist in or re-enforce education to client/family about safety precautions	89.50	2.24	2.00	3.18	3.12	82.22	2.57	2.11	3.26	3.17
104	Provide resources for end of life and/or beginning of life issues and choices	64.34	1.28	0.82	2.81	2.63	58.54	1.25	0.73	3.00	2.64
105	Provide care that meets the special needs of the newborn - less than 1 month old	14.00	1.73	0.24	3.36	2.22	16.94	1.48	0.25	2.67	1.99
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	25.35	1.84	0.47	3.23	2.46	24.19	1.90	0.46	2.87	2.16
107	Provide care that meets the special needs of adults aged 31 to 64 years	75.25	3.36	2.52	3.28	3.13	73.39	3.46	2.54	3.16	2.97
108	Provide care that meets the special needs of clients aged greater than 85 years of age	87.15	3.79	3.30	3.35	3.26	83.47	3.70	3.09	3.29	3.17
109	Compare client development to norms	69.78	2.28	1.59	2.80	2.67	63.71	2.99	1.90	2.89	2.57
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	38.61	1.03	0.40	2.37	2.05	41.13	1.37	0.56	2.41	2.00
111	Recognize barriers to communication or learning	89.90	2.30	2.07	3.01	2.97	92.62	2.61	2.42	3.06	3.05
112	Assist with teaching coping strategies	79.60	1.88	1.50	2.89	2.81	78.05	2.22	1.73	2.88	2.80
113	Monitor compliance with immunization schedule	62.25	1.58	0.98	2.82	2.62	56.91	1.74	0.99	2.80	2.49
114	Collect data on client psychological status and ability to cope	81.11	2.09	1.69	2.87	2.81	69.92	2.17	1.52	2.82	2.73
115	Promote client positive self-esteem	92.05	3.07	2.83	3.15	3.13	88.43	3.35	2.96	3.23	3.14
116	Collect data on client potential for violence	74.75	1.62	1.21	3.08	2.96	64.75	1.99	1.29	3.11	2.89
117	Explore cause of client behavior	83.60	2.23	1.87	3.00	2.91	76.47	2.40	1.83	2.95	2.83
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	32.21	0.91	0.29	2.44	2.04	30.89	1.11	0.34	2.37	1.96

Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper					Web				
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4
119	Explore why client is refusing or not following treatment plan	85.03	1.87	1.59	3.05	2.98	76.42	2.00	1.53	3.02	2.86
120	Assist with coping related to grief and loss	77.46	1.26	0.98	2.92	2.83	66.39	1.52	1.01	2.81	2.68
121	Provide care or support for client/family at end of life	75.70	1.48	1.12	3.16	3.02	62.60	1.64	1.02	3.05	2.80
122	Participate in reminiscence therapy, validation therapy or reality orientation	62.55	1.97	1.24	2.77	2.56	53.72	1.98	1.07	2.77	2.44
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	79.37	2.23	1.77	3.13	3.02	72.36	2.47	1.79	3.01	2.78
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	77.69	2.55	1.98	3.34	3.18	74.59	2.44	1.82	3.14	2.92
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	84.77	2.54	2.15	3.07	2.97	80.33	2.92	2.34	3.23	3.12
126	Intervene to improve client elimination by instituting bowel or bladder management	82.60	2.33	1.92	3.06	2.97	86.61	2.23	1.93	3.70	3.71
127	Provide measures to promote sleep/rest	87.65	2.80	2.46	3.03	2.96	77.06	2.50	1.93	2.86	2.78
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	76.63	1.65	1.27	2.85	2.72	67.89	1.85	1.26	2.59	2.61
129	Collect data on client nutrition or hydration status	92.02	3.14	2.89	3.25	3.20	87.04	2.93	2.55	3.17	3.17
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	72.58	1.51	1.10	2.61	2.47	64.49	1.78	1.15	2.51	2.63
131	Monitor transfusion of blood product	29.15	1.01	0.29	3.12	2.63	32.08	0.97	0.31	2.65	2.75
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	73.76	2.42	1.79	3.37	3.16	69.72	2.34	1.63	2.93	3.00
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	89.92	3.06	2.75	3.24	3.16	85.32	2.80	2.39	2.98	3.05
134	Count narcotics/controlled substances	87.37	3.30	2.88	3.62	3.51	86.24	3.22	2.78	3.66	3.62
135	Perform venipuncture for blood draws	45.80	1.18	0.54	2.82	2.49	42.59	1.39	0.59	2.91	2.64
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	85.37	1.63	1.39	3.37	3.28	70.64	1.61	1.14	3.26	3.23
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	52.99	1.18	0.63	2.99	2.70	43.12	1.21	0.52	2.68	2.62

Table 10. Activity Applicability to Setting and Average Frequency of Performance and Priority Ratings

#	Activity	Paper						Web					
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (SS) 1-4	Avg Priority (TG) 1-4		
138	Insert naso-gastric (NG) tube	39.76	0.72	0.29	2.84	2.46	32.41	0.49	0.16	2.36	2.44		
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	97.79	4.11	4.02	3.50	3.49	96.30	4.10	3.94	3.59	3.58		
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	38.17	1.75	0.67	3.29	2.84	26.85	1.55	0.42	2.50	2.66		
141	Perform an electrocardiogram (EKG/ECG)	27.83	1.52	0.42	2.81	2.31	29.36	1.28	0.38	2.33	2.45		
142	Perform check of client pacemaker	39.44	0.77	0.30	2.91	2.55	32.71	0.63	0.21	2.31	2.44		
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	35.57	0.86	0.30	2.73	2.32	46.73	0.88	0.41	3.88	3.84		
144	Provide cooling measures for elevated temperature	82.63	1.41	1.17	3.17	3.07	61.47	1.42	0.87	2.83	2.84		
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	85.71	2.59	2.22	3.57	3.48	75.93	2.55	1.94	3.39	3.35		
146	Remove a client wound sutures or staples	58.17	0.84	0.49	2.64	2.47	60.55	0.98	0.60	2.37	2.43		
147	Administer phototherapy treatment to newborn	7.86	0.78	0.06	2.71	2.02	12.96	1.43	0.19	2.00	2.29		

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences					
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference				
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	35.57	0.86	2.32	46.73	0.88	2.32	46.73	0.88	0.41	3.84	-11.2	-0.02	-0.11	-1.52
126	Intervene to improve client elimination by instituting bowel or bladder management	82.60	2.33	2.97	86.61	2.23	2.97	86.61	2.23	1.93	3.71	-4.0	0.10	-0.00	-0.74
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	59.14	1.55	2.78	58.73	1.73	2.78	58.73	1.73	1.02	3.08	0.4	-0.18	-0.10	-0.30
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	31.71	1.36	2.24	34.88	1.80	2.24	34.88	1.80	0.63	2.53	-3.2	-0.44	-0.20	-0.29
30	Contribute to change made in client plan of care	84.53	2.10	2.80	88.65	2.28	2.80	88.65	2.28	2.02	3.07	-4.1	-0.18	-0.25	-0.27
147	Administer phototherapy treatment to newborn	7.86	0.78	2.02	12.96	1.43	2.02	12.96	1.43	0.19	2.29	-5.1	-0.65	-0.12	-0.27
77	Perform bladder scan	28.68	1.11	2.21	39.34	1.10	2.21	39.34	1.10	0.43	2.47	-10.7	0.01	-0.11	-0.26
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	74.26	1.40	2.81	73.44	1.34	2.81	73.44	1.34	0.98	3.05	0.8	0.06	0.05	-0.24
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	46.69	1.33	2.21	52.10	1.44	2.21	52.10	1.44	0.75	2.43	-5.4	-0.11	-0.13	-0.23
33	Include client in client care decision-making	91.54	2.97	3.24	94.24	3.13	3.24	94.24	3.13	2.95	3.46	-2.7	-0.16	-0.23	-0.22
61	Participate in client group session	35.23	1.02	2.03	32.81	1.24	2.03	32.81	1.24	0.41	2.23	2.4	-0.22	-0.05	-0.19
64	Assist in the care of the cognitively impaired client	83.86	2.87	3.08	91.34	2.98	3.08	91.34	2.98	2.72	3.25	-7.5	-0.11	-0.31	-0.16
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	86.11	4.38	3.43	89.68	4.06	3.43	89.68	4.06	3.64	3.59	-3.6	0.32	0.13	-0.16
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	72.58	1.51	2.47	64.49	1.78	2.47	64.49	1.78	1.15	2.63	8.1	-0.27	-0.05	-0.16

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%) Difference	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	86.58	1.24	1.07	3.23	74.29	1.63	1.21	3.38	12.3	-0.39	-0.14	-0.15
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	84.77	2.54	2.15	2.97	80.33	2.92	2.34	3.12	4.4	-0.38	-0.19	-0.15
135	Perform venipuncture for blood draws	45.80	1.18	0.54	2.49	42.59	1.39	0.59	2.64	3.2	-0.21	-0.05	-0.15
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	62.67	1.75	1.10	2.67	59.06	1.76	1.04	2.81	3.6	-0.01	0.06	-0.14
141	Perform an electrocardiogram (EKG/ECG)	27.83	1.52	0.42	2.31	29.36	1.28	0.38	2.45	-1.5	0.24	0.05	-0.14
32	Advocate for client rights or needs	89.53	2.96	2.65	3.32	93.53	3.04	2.84	3.45	-4.0	-0.08	-0.19	-0.13
6	Use information technology in the delivery of care	83.80	2.84	2.38	2.65	88.01	3.24	2.85	2.78	-4.2	-0.40	-0.47	-0.13
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	89.98	3.57	3.21	3.38	89.97	3.81	3.43	3.51	0.0	-0.24	-0.21	-0.13
57	Identify significant body change that may affect recovery	74.70	1.77	1.32	2.92	77.17	1.79	1.38	3.05	-2.5	-0.02	-0.06	-0.13
53	Collect baseline physical data on admission of client	79.03	2.20	1.74	3.14	71.88	2.25	1.62	3.26	7.2	-0.05	0.12	-0.12
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	71.57	1.60	1.15	2.76	72.36	1.16	0.84	2.88	-0.8	0.45	0.31	-0.12
50	Monitor a client in labor	8.63	1.41	0.12	2.14	13.95	1.06	0.15	2.26	-5.3	0.35	-0.03	-0.12
131	Monitor transfusion of blood product	29.15	1.01	0.29	2.63	32.08	0.97	0.31	2.75	-2.9	0.04	-0.02	-0.12
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	88.79	2.25	2.00	2.84	84.25	2.46	2.08	2.95	4.5	-0.21	-0.07	-0.12
14	Identify client use of effective and ineffective coping mechanisms	87.17	2.51	2.19	2.83	90.38	2.52	2.28	2.94	-3.2	-0.01	-0.09	-0.12

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%) Difference	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	88.06	2.07	1.82	3.35	85.21	2.40	2.05	3.46	2.9	-0.34	-0.23	-0.12
87	Provide care to client on ventilator	29.34	1.08	0.32	2.77	33.88	0.95	0.32	2.89	-4.5	0.13	-0.01	-0.11
63	Assist in managing the care of angry/agitated client	88.95	2.32	2.07	3.13	92.19	2.02	1.86	3.24	-3.2	0.30	0.21	-0.11
134	Count narcotics/controlled substances	87.37	3.30	2.88	3.51	86.24	3.22	2.78	3.62	1.1	0.07	0.10	-0.11
70	Provide care to client in traction	38.25	0.86	0.33	2.38	41.94	0.71	0.30	2.48	-3.7	0.15	0.03	-0.11
99	Evaluate the appropriateness of order for client	87.90	2.64	2.32	3.15	85.29	2.94	2.51	3.25	2.6	-0.30	-0.19	-0.11
56	Provide client/family information about condition, expected prognosis and outcomes	81.34	2.07	1.68	2.99	79.53	2.01	1.60	3.10	1.8	0.06	0.09	-0.11
48	Provide care that meets the special needs of young adults aged 19 to 30 years	41.60	2.58	1.07	2.73	43.31	2.33	1.01	2.84	-1.7	0.25	0.07	-0.11
79	Identify signs or symptoms of potential prenatal complication	14.90	1.78	0.26	2.34	18.70	1.74	0.33	2.44	-3.8	0.04	-0.06	-0.10
38	Obtain client signature on consent form	73.87	1.66	1.22	3.02	74.65	2.06	1.54	3.11	-0.8	-0.40	-0.31	-0.10
37	Transcribe physician order	85.63	2.98	2.55	3.24	82.39	2.97	2.44	3.34	3.2	0.01	0.10	-0.09
55	Provide emotional support to client/family	92.55	2.76	2.55	3.17	96.06	2.82	2.71	3.26	-3.5	-0.06	-0.15	-0.09
36	Discharge client to home or transfer client to another facility	73.93	1.73	1.28	2.62	72.34	1.93	1.40	2.71	1.6	-0.20	-0.12	-0.09
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	97.79	4.11	4.02	3.49	96.30	4.10	3.94	3.58	1.5	0.02	0.08	-0.09
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	89.30	2.88	2.57	3.52	89.26	2.84	2.54	3.61	0.0	0.04	0.04	-0.09
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	95.14	3.56	3.39	3.52	97.56	3.43	3.35	3.61	-2.4	0.12	0.04	-0.09

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
35	Recognize task/assignment you are not prepared to perform and seek assistance	92.34	2.15	1.99	3.29	91.37	2.29	2.09	3.37	1.0	-0.14	-0.11	-0.08
111	Recognize barriers to communication or learning	89.90	2.30	2.07	2.97	92.62	2.61	2.42	3.05	-2.7	-0.31	-0.35	-0.08
97	Provide for privacy needs	97.79	4.37	4.27	3.55	97.78	4.49	4.39	3.63	0.0	-0.13	-0.12	-0.08
25	Provide care for client drainage device (e.g., wound drain or chest tube)	58.94	1.62	0.95	2.74	65.94	1.95	1.28	2.82	-7.0	-0.33	-0.33	-0.07
78	Monitor diagnostic or laboratory test results	81.82	2.69	2.20	3.10	86.18	2.76	2.38	3.18	-4.4	-0.08	-0.18	-0.07
24	Perform circulatory checks	89.87	2.96	2.66	3.22	92.75	3.15	2.92	3.29	-2.9	-0.19	-0.27	-0.07
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	62.55	1.55	0.97	2.67	60.16	1.70	1.02	2.73	2.4	-0.16	-0.06	-0.07
76	Withdraw blood samples from venous access device (VAD)	35.14	1.19	0.42	2.47	39.84	1.06	0.42	2.53	-4.7	0.13	-0.01	-0.06
29	Monitor and provide for nutritional needs of client	89.39	3.45	3.08	3.14	93.53	3.33	3.12	3.20	-4.1	0.11	-0.04	-0.06
103	Assist in or re-enforce education to client/family about safety precautions	89.50	2.24	2.00	3.12	82.22	2.57	2.11	3.17	7.3	-0.33	-0.11	-0.06
88	Identify abnormalities on a client cardiac monitor strip	31.20	1.11	0.34	2.75	38.21	1.13	0.43	2.79	-7.0	-0.02	-0.09	-0.04
31	Provide input for performance evaluations of other staff	61.96	1.83	1.13	2.34	63.83	1.62	1.04	2.38	-1.9	0.21	0.10	-0.04
67	Validate pain utilizing rating scale	92.35	3.67	3.39	3.44	95.08	3.78	3.59	3.47	-2.7	-0.11	-0.20	-0.03
72	Administer medication by oral route	93.55	4.49	4.20	3.62	94.31	4.55	4.29	3.65	-0.8	-0.06	-0.09	-0.03
5	Maintain client confidentiality	99.50	4.57	4.55	3.74	100.00	4.70	4.70	3.77	-0.5	-0.13	-0.15	-0.03
91	Promote client/family self-advocacy	85.77	2.22	1.91	2.88	81.34	2.45	1.99	2.90	4.4	-0.23	-0.08	-0.03
71	Maintain current, accurate medication list or medication administration record (MAR)	94.49	4.53	4.28	3.81	95.12	4.50	4.28	3.84	-0.6	0.03	-0.00	-0.02
115	Promote client positive self-esteem	92.05	3.07	2.83	3.13	88.43	3.35	2.96	3.14	3.6	-0.28	-0.13	-0.02
8	Use universal/standard precautions	99.20	4.81	4.78	3.86	100.00	4.82	4.82	3.88	-0.8	-0.01	-0.05	-0.02

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%) Difference	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	91.48	3.80	3.48	3.25	88.10	3.69	3.25	3.27	3.4	0.11	0.23	-0.02
34	Participate in education of staff	76.61	1.88	1.44	2.76	75.89	1.92	1.45	2.78	0.7	-0.04	-0.01	-0.02
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	87.82	4.10	3.60	3.53	88.70	4.22	3.74	3.55	-0.9	-0.11	-0.14	-0.02
104	Provide resources for end of life and/or beginning of life issues and choices	64.34	1.28	0.82	2.63	58.54	1.25	0.73	2.64	5.8	0.03	0.09	-0.01
23	Perform neurological checks	86.31	2.13	1.84	3.13	87.00	2.29	2.00	3.14	-0.7	-0.16	-0.15	-0.01
3	Organize and prioritize care for assigned group of clients	85.88	3.50	3.00	3.11	89.60	3.75	3.36	3.12	-3.7	-0.25	-0.35	-0.01
95	Take verbal or phone order	88.74	2.72	2.41	3.24	85.93	2.61	2.24	3.24	2.8	0.11	0.17	-0.01
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	96.86	3.20	3.10	3.49	94.95	3.19	3.03	3.49	1.9	0.02	0.08	-0.01
26	Perform wound care and/or dressing change	90.64	2.92	2.65	3.16	90.61	2.95	2.67	3.17	0.0	-0.02	-0.02	-0.01
39	Provide information about advance directives	63.60	1.42	0.91	2.69	62.59	1.38	0.86	2.70	1.0	0.05	0.04	-0.00
44	Use aseptic/sterile technique	95.31	3.19	3.04	3.71	95.71	3.21	3.07	3.70	-0.4	-0.01	-0.03	0.00
7	Use research when providing care	81.30	2.34	1.90	2.64	83.05	2.37	1.97	2.64	-1.8	-0.03	-0.07	0.01
46	Perform fetal heart monitoring for client during pregnancy, before labor	9.57	1.41	0.13	2.23	13.85	1.72	0.24	2.22	-4.3	-0.31	-0.10	0.01
112	Assist with teaching coping strategies	79.60	1.88	1.50	2.81	78.05	2.22	1.73	2.80	1.6	-0.34	-0.24	0.01
10	Practice principles of ergonomics	70.78	2.84	2.01	2.66	76.29	3.11	2.37	2.65	-5.5	-0.28	-0.37	0.01
42	Identify client allergies and intervene as appropriate	95.69	3.24	3.10	3.64	95.74	3.15	3.01	3.62	-0.1	0.09	0.09	0.02
138	Insert naso-gastric (NG) tube	39.76	0.72	0.29	2.46	32.41	0.49	0.16	2.44	7.4	0.23	0.13	0.02
41	Verify the identity of client	98.23	4.48	4.40	3.82	97.87	4.58	4.48	3.80	0.4	-0.10	-0.08	0.02



Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%) Difference	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
94	Report, or intervene to prevent, unsafe practice of health care provider	75.95	1.29	0.98	3.16	66.18	1.28	0.85	3.14	9.8	0.02	0.14	0.02
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	82.14	3.46	2.84	3.44	80.14	3.53	2.83	3.42	2.0	-0.07	0.01	0.02
18	Follow the rights of medication administration	98.20	4.74	4.65	3.92	96.91	4.78	4.63	3.90	1.3	-0.04	0.03	0.03
129	Collect data on client nutrition or hydration status	92.02	3.14	2.89	3.20	87.04	2.93	2.55	3.17	5.0	0.22	0.35	0.03
93	Participate in orientation of new employee	68.91	1.20	0.83	2.43	56.62	1.14	0.65	2.40	12.3	0.06	0.18	0.03
19	Monitor client intravenous (IV) site and flow rate	59.72	2.66	1.59	3.05	59.66	3.19	1.90	3.01	0.1	-0.52	-0.31	0.03
68	Insert urinary catheter	75.73	1.52	1.15	2.87	75.61	1.11	0.84	2.83	0.1	0.41	0.31	0.04
146	Remove a client wound sutures or staples	58.17	0.84	0.49	2.47	60.55	0.98	0.60	2.43	-2.4	-0.15	-0.11	0.04
20	Administer IVPB medications	43.41	2.07	0.90	2.68	45.24	2.51	1.14	2.64	-1.8	-0.44	-0.24	0.04
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	77.29	1.26	0.97	2.96	56.72	1.22	0.69	2.91	20.6	0.03	0.28	0.05
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	38.61	1.03	0.40	2.05	41.13	1.37	0.56	2.00	-2.5	-0.34	-0.17	0.05
90	Recognize and manage staff conflict through appropriate use of chain of command	79.80	1.66	1.33	2.63	67.41	1.71	1.16	2.58	12.4	-0.05	0.17	0.05
15	Identify significant life-style changes and other stressors that may affect recovery	83.43	2.32	1.94	2.84	84.98	2.45	2.08	2.78	-1.6	-0.13	-0.15	0.05
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	85.37	1.63	1.39	3.28	70.64	1.61	1.14	3.23	14.7	0.02	0.25	0.05

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences		
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference	
27	Provide care for a client tracheostomy	53.72	1.61	2.86	52.00	1.41	2.81	1.7	0.20	0.13	0.06	
1	Use data from various sources in making clinical decisions	93.60	3.05	2.98	94.58	3.19	2.92	-1.0	-0.14	-0.17	0.06	
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	50.78	2.17	2.49	51.69	2.25	2.43	-0.9	-0.07	-0.06	0.06	
116	Collect data on client potential for violence	74.75	1.62	2.96	64.75	1.99	2.89	10.0	-0.37	-0.08	0.06	
81	Evaluate client respiratory status by measuring oxygen (O2) saturation	88.58	3.69	3.47	90.76	3.19	3.40	-2.2	0.50	0.38	0.07	
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	76.40	1.33	3.25	64.44	1.47	3.17	12.0	-0.14	0.07	0.07	
2	Contribute to the development of client plan of care	89.02	2.69	2.88	88.55	2.76	2.80	0.5	-0.07	-0.05	0.08	
117	Explore cause of client behavior	83.60	2.23	2.91	76.47	2.40	2.83	7.1	-0.16	0.04	0.08	
74	Phone in client prescriptions to pharmacy	80.63	2.45	3.13	76.42	2.14	3.05	4.2	0.31	0.34	0.08	
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	40.12	1.61	2.31	42.64	1.53	2.24	-2.5	0.09	-0.00	0.08	
102	Apply and/or monitor use of least restrictive restraints or seclusion	68.06	1.85	2.82	61.76	1.98	2.74	6.3	-0.13	0.04	0.08	
114	Collect data on client psychological status and ability to cope	81.11	2.09	2.81	69.92	2.17	2.73	11.2	-0.09	0.17	0.08	
92	Follow-up with client/family after discharge	48.00	1.29	2.27	43.18	1.40	2.18	4.8	-0.11	0.01	0.08	
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	52.99	1.18	2.70	43.12	1.21	2.62	9.9	-0.03	0.10	0.09	

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences		
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Priority (TG) 1-4	Avg Freq (SS) 0-5	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Priority (TG) 1-4	Avg Freq (SS) Difference	Performed in Setting (%) Difference	Avg Freq (TG) Difference	Avg Priority Difference
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	32.21	0.91	2.04	1.11	30.89	0.34	1.96	1.3	-0.20	-0.05	0.09
108	Provide care that meets the special needs of clients aged greater than 85 years of age	87.15	3.79	3.26	3.70	83.47	3.09	3.17	3.7	0.08	0.21	0.09
13	Collect data for initial or admission health history	82.76	2.33	3.07	2.37	77.05	1.83	2.98	5.7	-0.04	0.10	0.10
109	Compare client development to norms	69.78	2.28	2.67	2.99	63.71	1.90	2.57	6.1	-0.71	-0.31	0.10
100	Use proper body mechanics	97.79	4.31	3.47	4.24	96.32	4.09	3.36	1.5	0.06	0.12	0.10
142	Perform check of client pacemaker	39.44	0.77	2.55	0.63	32.71	0.21	2.44	6.7	0.14	0.10	0.11
89	Make client care or related task assignment	81.91	2.83	2.77	2.83	74.81	2.12	2.66	7.1	-0.01	0.20	0.11
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	89.92	3.06	3.16	2.80	85.32	2.39	3.05	4.6	0.27	0.37	0.11
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	76.63	1.65	2.72	1.85	67.89	1.26	2.61	8.7	-0.20	0.01	0.12
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	18.29	2.18	2.43	2.31	20.16	0.47	2.31	-1.9	-0.13	-0.07	0.12
122	Participate in reminiscence therapy, validation therapy or reality orientation	62.55	1.97	2.56	1.98	53.72	1.07	2.44	8.8	-0.01	0.17	0.12
119	Explore why client is refusing or not following treatment plan	85.03	1.87	2.98	2.00	76.42	1.53	2.86	8.6	-0.13	0.06	0.13
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	56.52	1.89	2.35	2.08	58.50	1.22	2.22	-2.0	-0.19	-0.15	0.13
113	Monitor compliance with immunization schedule	62.25	1.58	2.62	1.74	56.91	0.99	2.49	5.3	-0.16	-0.01	0.13

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%) Difference	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	85.71	2.59	2.22	3.48	75.93	2.55	1.94	3.35	9.8	0.04	0.29	0.13
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	85.63	2.72	2.33	3.46	79.67	2.52	2.01	3.33	6.0	0.20	0.32	0.13
11	Monitor a client postpartum recovery	16.37	2.02	0.33	2.03	19.73	1.95	0.38	1.90	-3.4	0.07	-0.05	0.13
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	66.15	1.57	1.04	3.17	66.39	1.23	0.82	3.03	-0.2	0.33	0.22	0.14
120	Assist with coping related to grief and loss	77.46	1.26	0.98	2.83	66.39	1.52	1.01	2.68	11.1	-0.25	-0.03	0.15
54	Perform basic vision screening	31.62	1.49	0.47	2.28	27.13	1.20	0.33	2.13	4.5	0.29	0.14	0.16
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	73.76	2.42	1.79	3.16	69.72	2.34	1.63	3.00	4.0	0.08	0.15	0.16
107	Provide care that meets the special needs of adults aged 31 to 64 years	75.25	3.36	2.52	3.13	73.39	3.46	2.54	2.97	1.9	-0.11	-0.02	0.17
75	Regulate client IV rate	52.62	1.87	0.98	2.95	54.47	2.04	1.11	2.78	-1.9	-0.18	-0.13	0.17
127	Provide measures to promote sleep/rest	87.65	2.80	2.46	2.96	77.06	2.50	1.93	2.78	10.6	0.30	0.53	0.18
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	38.17	1.75	0.67	2.84	26.85	1.55	0.42	2.66	11.3	0.20	0.25	0.19
86	Identify and treat a client intravenous (IV) line infiltration	50.58	1.20	0.61	2.96	47.54	1.24	0.59	2.77	3.0	-0.05	0.01	0.19

Table 11. Average Frequency and Priority Activity Rating Differences from Paper and Web Surveys

Master#	Activity	Paper Survey Results				Web Survey Results				Rating Differences			
		Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%)	Avg Freq (SS) 0-5	Avg Freq (TG) 0-5	Avg Priority (TG) 1-4	Performed in Setting (%) Difference	Avg Freq (SS) Difference	Avg Freq (TG) Difference	Avg Priority Difference
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	67.05	0.65	0.43	3.46	58.20	0.58	0.34	3.24	8.9	0.07	0.10	0.22
45	Search client belongings when indicated	58.82	1.07	0.63	2.20	55.12	0.89	0.49	1.97	3.7	0.18	0.14	0.23
121	Provide care or support for client/family at end of life	75.70	1.48	1.12	3.02	62.60	1.64	1.02	2.80	13.1	-0.16	0.10	0.23
83	Perform care for client before or after surgical procedure	57.93	2.00	1.16	3.06	56.20	1.79	1.01	2.83	1.7	0.21	0.15	0.23
98	Perform telephone triage	45.31	1.59	0.72	2.39	32.35	1.41	0.46	2.16	13.0	0.19	0.27	0.23
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	79.37	2.23	1.77	3.02	72.36	2.47	1.79	2.78	7.0	-0.24	-0.02	0.24
144	Provide cooling measures for elevated temperature	82.63	1.41	1.17	3.07	61.47	1.42	0.87	2.84	21.2	-0.01	0.29	0.24
105	Provide care that meets the special needs of the newborn - less than 1 month old	14.00	1.73	0.24	2.22	16.94	1.48	0.25	1.99	-2.9	0.26	-0.01	0.24
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	77.69	2.55	1.98	3.18	74.59	2.44	1.82	2.92	3.1	0.11	0.16	0.26
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	25.35	1.84	0.47	2.46	24.19	1.90	0.46	2.16	1.2	-0.06	0.01	0.30
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	81.09	2.88	2.33	2.93	50.63	1.48	0.75	2.47	30.5	1.40	1.59	0.46

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences...

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
11	Monitor a client postpartum recovery	16.37	2.02	0.33	2.03	37.22	2.20	0.82	3.00	-0.18	-0.49	-0.97
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	18.29	2.18	0.40	2.43	46.67	3.20	1.49	3.33	-1.02	-1.09	-0.91
48	Provide care that meets the special needs of young adults aged 19 to 30 years	41.60	2.58	1.07	2.73	62.22	3.50	2.18	3.44	-0.92	-1.10	-0.71
79	Identify signs or symptoms of potential prenatal complication	14.90	1.78	0.26	2.34	23.89	1.30	0.31	3.00	0.48	-0.05	-0.66
70	Provide care to client in traction	38.25	0.86	0.33	2.38	52.78	1.80	0.95	3.00	-0.94	-0.62	-0.62
75	Regulate client IV rate	52.62	1.87	0.98	2.95	55.00	3.30	1.82	3.56	-1.43	-0.83	-0.61
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	38.17	1.75	0.67	2.84	33.89	2.40	0.81	3.44	-0.65	-0.15	-0.60
88	Identify abnormalities on a client cardiac monitor strip	31.20	1.11	0.34	2.75	22.78	1.50	0.34	3.33	-0.39	0.00	-0.58
141	Perform an electrocardiogram (EKG/ECG)	27.83	1.52	0.42	2.31	26.11	1.20	0.31	2.89	0.32	0.11	-0.58
68	Insert urinary catheter	75.73	1.52	1.15	2.87	83.33	2.80	2.33	3.44	-1.28	-1.18	-0.57
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	31.71	1.36	0.43	2.24	32.22	2.20	0.71	2.78	-0.84	-0.28	-0.54
95	Take verbal or phone order	88.74	2.72	2.41	3.24	74.44	4.00	2.98	3.78	-1.28	-0.57	-0.54
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	67.05	0.65	0.43	3.46	45.56	1.50	0.68	4.00	-0.85	-0.25	-0.54
147	Administer phototherapy treatment to newborn	7.86	0.78	0.06	2.02	25.00	1.60	0.40	2.56	-0.83	-0.34	-0.54
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	73.76	2.42	1.79	3.16	76.67	3.60	2.76	3.67	-1.18	-0.97	-0.51
86	Identify and treat a client intravenous (IV) line infiltration	50.58	1.20	0.61	2.96	63.89	2.40	1.53	3.44	-1.20	-0.93	-0.48

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences...

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
27	Provide care for a client tracheostomy	53.72	1.61	0.86	2.86	37.22	2.00	0.74	3.33	-0.39	0.12	-0.47
105	Provide care that meets the special needs of the newborn - less than 1 month old	14.00	1.73	0.24	2.22	35.00	2.60	0.91	2.67	-0.87	-0.67	-0.44
50	Monitor a client in labor	8.63	1.41	0.12	2.14	16.67	1.00	0.17	2.56	0.41	-0.05	-0.42
102	Apply and/or monitor use of least restrictive restraints or seclusion	68.06	1.85	1.26	2.82	36.11	1.90	0.69	3.22	-0.05	0.57	-0.40
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	71.57	1.60	1.15	2.76	71.67	2.30	1.65	3.11	-0.70	-0.50	-0.35
46	Perform fetal heart monitoring for client during pregnancy, before labor	9.57	1.41	0.13	2.23	24.44	1.20	0.29	2.56	0.21	-0.16	-0.33
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	25.35	1.84	0.47	2.46	45.00	3.10	1.40	2.78	-1.26	-0.93	-0.32
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	79.37	2.23	1.77	3.02	77.22	4.00	3.09	3.33	-1.77	-1.32	-0.32
53	Collect baseline physical data on admission of client	79.03	2.20	1.74	3.14	80.00	3.50	2.80	3.44	-1.30	-1.06	-0.31
146	Remove a client wound sutures or staples	58.17	0.84	0.49	2.47	62.22	1.90	1.18	2.78	-1.06	-0.69	-0.30
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	52.99	1.18	0.63	2.70	58.33	1.70	0.99	3.00	-0.52	-0.36	-0.30
19	Monitor client intravenous (IV) site and flow rate	59.72	2.66	1.59	3.05	78.89	3.80	3.00	3.33	-1.14	-1.41	-0.28
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	89.92	3.06	2.75	3.16	70.00	3.10	2.17	3.44	-0.04	0.58	-0.28
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	76.63	1.65	1.27	2.72	63.89	3.00	1.92	3.00	-1.35	-0.65	-0.28
36	Discharge client to home or transfer client to another facility	73.93	1.73	1.28	2.62	63.33	2.40	1.52	2.89	-0.67	-0.24	-0.27
35	Recognize task/assignment you are not prepared to perform and seek assistance	92.34	2.15	1.99	3.29	83.33	1.60	1.33	3.56	0.55	0.65	-0.27

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences...

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	77.69	2.55	1.98	3.18	71.11	3.30	2.35	3.44	-0.75	-0.37	-0.26
25	Provide care for client drainage device (e.g., wound drain or chest tube)	58.94	1.62	0.95	2.74	42.78	2.00	0.86	3.00	-0.38	0.10	-0.26
131	Monitor transfusion of blood product	29.15	1.01	0.29	2.63	36.11	1.30	0.47	2.89	-0.29	-0.18	-0.26
42	Identify client allergies and intervene as appropriate	95.69	3.24	3.10	3.64	86.67	3.70	3.21	3.89	-0.46	-0.10	-0.25
103	Assist in or re-enforce education to client/family about safety precautions	89.50	2.24	2.00	3.12	52.22	2.90	1.51	3.33	-0.66	0.49	-0.22
99	Evaluate the appropriateness of order for client	87.90	2.64	2.32	3.15	66.67	3.50	2.33	3.33	-0.86	-0.01	-0.19
44	Use aseptic/sterile technique	95.31	3.19	3.04	3.71	83.89	3.20	2.68	3.89	-0.01	0.36	-0.18
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	96.86	3.20	3.10	3.49	85.00	4.00	3.40	3.67	-0.80	-0.30	-0.18
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	95.14	3.56	3.39	3.52	90.00	3.90	3.51	3.67	-0.34	-0.12	-0.15
5	Maintain client confidentiality	99.50	4.57	4.55	3.74	100.00	4.80	4.80	3.89	-0.23	-0.25	-0.15
142	Perform check of client pacemaker	39.44	0.77	0.30	2.55	13.89	0.90	0.13	2.67	-0.13	0.18	-0.12
67	Validate pain utilizing rating scale	92.35	3.67	3.39	3.44	84.44	4.50	3.80	3.56	-0.83	-0.41	-0.11
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	85.63	2.72	2.33	3.46	42.78	1.90	0.81	3.56	0.82	1.52	-0.10
20	Administer IVPB medications	43.41	2.07	0.90	2.68	29.44	2.10	0.62	2.78	-0.03	0.28	-0.09
30	Contribute to change made in client plan of care	84.53	2.10	1.78	2.80	57.78	2.60	1.50	2.89	-0.50	0.27	-0.09
37	Transcribe physician order	85.63	2.98	2.55	3.24	63.33	3.20	2.03	3.33	-0.22	0.52	-0.09



Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences...

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
107	Provide care that meets the special needs of adults aged 31 to 64 years	75.25	3.36	2.52	3.13	61.67	3.50	2.16	3.22	-0.14	0.37	-0.09
94	Report, or intervene to prevent, unsafe practice of health care provider	75.95	1.29	0.98	3.16	28.33	1.30	0.37	3.22	-0.01	0.61	-0.06
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	66.15	1.57	1.04	3.17	49.44	1.80	0.89	3.22	-0.23	0.15	-0.05
83	Perform care for client before or after surgical procedure	57.93	2.00	1.16	3.06	71.11	3.00	2.13	3.11	-1.00	-0.97	-0.05
72	Administer medication by oral route	93.55	4.49	4.20	3.62	93.33	4.70	4.39	3.67	-0.21	-0.19	-0.04
13	Collect data for initial or admission health history	82.76	2.33	1.93	3.07	70.00	2.80	1.96	3.11	-0.47	-0.03	-0.04
45	Search client belongings when indicated	58.82	1.07	0.63	2.20	27.22	1.00	0.27	2.22	0.07	0.36	-0.02
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	86.11	4.38	3.77	3.43	75.56	3.80	2.87	3.44	0.58	0.90	-0.02
77	Perform bladder scan	28.68	1.11	0.32	2.21	45.00	1.60	0.72	2.22	-0.49	-0.40	-0.02
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	35.57	0.86	0.30	2.32	21.67	1.50	0.33	2.33	-0.64	-0.02	-0.01
87	Provide care to client on ventilator	29.34	1.08	0.32	2.77	17.78	0.80	0.14	2.78	0.28	0.17	-0.01
10	Practice principles of ergonomics	70.78	2.84	2.01	2.66	75.00	3.50	2.63	2.67	-0.66	-0.62	0.00
97	Provide for privacy needs	97.79	4.37	4.27	3.55	96.67	4.60	4.45	3.56	-0.23	-0.18	0.00
24	Perform circulatory checks	89.87	2.96	2.66	3.22	65.00	2.70	1.76	3.22	0.26	0.90	0.00
138	Insert naso-gastric (NG) tube	39.76	0.72	0.29	2.46	31.11	1.20	0.37	2.44	-0.48	-0.09	0.02
61	Participate in client group session	35.23	1.02	0.36	2.03	22.44	1.10	0.25	2.00	-0.08	0.11	0.03
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	74.26	1.40	1.04	2.81	48.89	2.10	1.03	2.78	-0.70	0.01	0.03
108	Provide care that meets the special needs of clients aged greater than 85 years of age	87.15	3.79	3.30	3.26	66.11	3.40	2.25	3.22	0.39	1.05	0.04
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	81.09	2.88	2.33	2.93	82.22	3.80	3.12	2.89	-0.92	-0.79	0.04

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences..

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
41	Verify the identity of client	98.23	4.48	4.40	3.82	96.11	4.80	4.61	3.78	-0.32	-0.21	0.04
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	38.61	1.03	0.40	2.05	15.00	1.00	0.15	2.00	0.03	0.25	0.05
120	Assist with coping related to grief and loss	77.46	1.26	0.98	2.83	43.33	1.80	0.78	2.78	-0.54	0.20	0.05
26	Perform wound care and/or dressing change	90.64	2.92	2.65	3.16	71.11	3.10	2.20	3.11	-0.18	0.45	0.05
98	Perform telephone triage	45.31	1.59	0.72	2.39	20.56	1.40	0.29	2.33	0.19	0.43	0.06
104	Provide resources for end of life and/or beginning of life issues and choices	64.34	1.28	0.82	2.63	29.44	1.50	0.44	2.56	-0.22	0.38	0.07
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	89.30	2.88	2.57	3.52	68.33	2.80	1.91	3.44	0.08	0.66	0.08
64	Assist in the care of the cognitively impaired client	83.86	2.87	2.41	3.08	56.67	2.30	1.30	3.00	0.57	1.11	0.08
129	Collect data on client nutrition or hydration status	92.02	3.14	2.89	3.20	69.44	3.70	2.57	3.11	-0.56	0.32	0.09
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	40.12	1.61	0.65	2.31	37.78	1.70	0.64	2.22	-0.09	0.01	0.09
1	Use data from various sources in making clinical decisions	93.60	3.05	2.85	2.98	86.11	4.00	3.44	2.89	-0.95	-0.59	0.09
32	Advocate for client rights or needs	89.53	2.96	2.65	3.32	81.11	3.80	3.08	3.22	-0.84	-0.43	0.10
2	Contribute to the development of client plan of care	89.02	2.69	2.40	2.88	57.78	3.10	1.79	2.78	-0.41	0.60	0.10
3	Organize and prioritize care for assigned group of clients	85.88	3.50	3.00	3.11	72.78	3.30	2.40	3.00	0.20	0.60	0.11
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	82.14	3.46	2.84	3.44	57.78	3.30	1.91	3.33	0.16	0.94	0.11
38	Obtain client signature on consent form	73.87	1.66	1.22	3.02	59.44	2.10	1.25	2.89	-0.44	-0.02	0.13
121	Provide care or support for client/family at end of life	75.70	1.48	1.12	3.02	43.33	1.70	0.74	2.89	-0.22	0.38	0.14

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences..

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	76.40	1.33	1.01	3.25	41.67	1.90	0.79	3.11	-0.57	0.22	0.14
18	Follow the rights of medication administration	98.20	4.74	4.65	3.92	96.67	4.80	4.64	3.78	-0.06	0.01	0.15
71	Maintain current, accurate medication list or medication administration record (MAR)	94.49	4.53	4.28	3.81	81.67	4.50	3.68	3.67	0.03	0.60	0.15
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	85.71	2.59	2.22	3.48	61.67	2.30	1.42	3.33	0.29	0.80	0.15
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	89.98	3.57	3.21	3.38	70.00	3.60	2.52	3.22	-0.03	0.69	0.16
135	Perform venipuncture for blood draws	45.80	1.18	0.54	2.49	27.78	1.70	0.47	2.33	-0.52	0.07	0.16
55	Provide emotional support to client/family	92.55	2.76	2.55	3.17	82.22	3.30	2.71	3.00	-0.54	-0.16	0.17
134	Count narcotics/controlled substances	87.37	3.30	2.88	3.51	74.44	2.90	2.16	3.33	0.40	0.72	0.18
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	87.82	4.10	3.60	3.53	84.44	3.70	3.12	3.33	0.40	0.48	0.20
6	Use information technology in the delivery of care	83.80	2.84	2.38	2.65	55.00	3.30	1.82	2.44	-0.46	0.57	0.21
78	Monitor diagnostic or laboratory test results	81.82	2.69	2.20	3.10	66.67	3.20	2.13	2.89	-0.51	0.06	0.21
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	59.14	1.55	0.91	2.78	27.78	1.40	0.39	2.56	0.15	0.53	0.22
63	Assist in managing the care of angry/agitated client	88.95	2.32	2.07	3.13	46.67	1.70	0.79	2.89	0.62	1.27	0.24
23	Perform neurological checks	86.31	2.13	1.84	3.13	61.67	2.40	1.48	2.89	-0.27	0.36	0.24
100	Use proper body mechanics	97.79	4.31	4.21	3.47	92.22	4.20	3.87	3.22	0.11	0.34	0.25

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences..

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
39	Provide information about advance directives	63.60	1.42	0.91	2.69	46.11	2.00	0.92	2.44	-0.58	-0.02	0.25
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	72.58	1.51	1.10	2.47	43.89	2.60	1.14	2.22	-1.09	-0.04	0.25
114	Collect data on client psychological status and ability to cope	81.11	2.09	1.69	2.81	36.67	2.20	0.81	2.56	-0.11	0.89	0.25
81	Evaluate client respiratory status by measuring oxygen (O2) saturation	88.58	3.69	3.27	3.47	75.00	3.70	2.78	3.22	-0.01	0.49	0.25
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	97.79	4.11	4.02	3.49	98.33	4.70	4.62	3.22	-0.59	-0.60	0.26
92	Follow-up with client/family after discharge	48.00	1.29	0.62	2.27	17.78	0.90	0.16	2.00	0.39	0.46	0.27
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	32.21	0.91	0.29	2.04	14.11	0.90	0.13	1.78	0.01	0.17	0.27
15	Identify significant life-style changes and other stressors that may affect recovery	83.43	2.32	1.94	2.84	26.11	1.60	0.42	2.56	0.72	1.52	0.28
127	Provide measures to promote sleep/rest	87.65	2.80	2.46	2.96	66.11	3.40	2.25	2.67	-0.60	0.21	0.29
144	Provide cooling measures for elevated temperature	82.63	1.41	1.17	3.07	56.11	1.80	1.01	2.78	-0.39	0.16	0.30
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	84.77	2.54	2.15	2.97	56.67	2.80	1.59	2.67	-0.26	0.57	0.30
111	Recognize barriers to communication or learning	89.90	2.30	2.07	2.97	57.78	3.00	1.73	2.67	-0.70	0.34	0.30
8	Use universal/standard precautions	99.20	4.81	4.78	3.86	98.89	4.80	4.75	3.56	0.01	0.03	0.30
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	46.69	1.33	0.62	2.21	25.56	1.60	0.41	1.89	-0.28	0.21	0.32
91	Promote client/family self-advocacy	85.77	2.22	1.91	2.88	43.89	2.50	1.10	2.56	-0.28	0.81	0.32
89	Make client care or related task assignment	81.91	2.83	2.31	2.77	41.11	2.30	0.95	2.44	0.53	1.37	0.33

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences..

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
31	Provide input for performance evaluations of other staff	61.96	1.83	1.13	2.34	13.89	1.00	0.14	2.00	0.83	0.99	0.34
33	Include client in client care decision-making	91.54	2.97	2.72	3.24	71.67	3.50	2.51	2.89	-0.53	0.21	0.35
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	88.06	2.07	1.82	3.35	49.44	1.80	0.89	3.00	0.27	0.93	0.35
57	Identify significant body change that may affect recovery	74.70	1.77	1.32	2.92	37.78	2.00	0.76	2.56	-0.23	0.56	0.37
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	50.78	2.17	1.10	2.49	28.33	1.90	0.54	2.11	0.27	0.57	0.38
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	85.37	1.63	1.39	3.28	52.78	1.60	0.84	2.89	0.03	0.55	0.39
54	Perform basic vision screening	31.62	1.49	0.47	2.28	16.67	1.20	0.20	1.89	0.29	0.27	0.39
113	Monitor compliance with immunization schedule	62.25	1.58	0.98	2.62	29.44	2.20	0.65	2.22	-0.62	0.34	0.39
126	Intervene to improve client elimination by instituting bowel or bladder management	82.60	2.33	1.92	2.97	46.11	2.40	1.11	2.56	-0.07	0.82	0.42
56	Provide client/family information about condition, expected prognosis and outcomes	81.34	2.07	1.68	2.99	43.33	2.10	0.91	2.56	-0.03	0.77	0.44
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	62.55	1.55	0.97	2.67	40.00	2.10	0.84	2.22	-0.55	0.13	0.44
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	62.67	1.75	1.10	2.67	33.89	1.90	0.64	2.22	-0.15	0.45	0.44
122	Participate in reminiscence therapy, validation therapy or reality orientation	62.55	1.97	1.24	2.56	28.89	2.00	0.58	2.11	-0.03	0.66	0.45

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences..

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	86.58	1.24	1.07	3.23	49.44	1.50	0.74	2.78	-0.26	0.33	0.46
74	Phone in client prescriptions to pharmacy	80.63	2.45	1.98	3.13	47.22	2.40	1.13	2.67	0.05	0.84	0.46
29	Monitor and provide for nutritional needs of client	89.39	3.45	3.08	3.14	71.67	3.70	2.65	2.67	-0.25	0.43	0.47
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	91.48	3.80	3.48	3.25	90.00	3.80	3.42	2.78	0.00	0.06	0.48
14	Identify client use of effective and ineffective coping mechanisms	87.17	2.51	2.19	2.83	38.89	1.70	0.66	2.33	0.81	1.53	0.49
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	88.79	2.25	2.00	2.84	71.67	3.00	2.15	2.33	-0.75	-0.15	0.50
116	Collect data on client potential for violence	74.75	1.62	1.21	2.96	34.44	1.90	0.65	2.44	-0.28	0.56	0.51
93	Participate in orientation of new employee	68.91	1.20	0.83	2.43	13.89	1.10	0.15	1.89	0.10	0.67	0.54
109	Compare client development to norms	69.78	2.28	1.59	2.67	34.44	2.50	0.86	2.11	-0.22	0.73	0.56
117	Explore cause of client behavior	83.60	2.23	1.87	2.91	41.11	2.30	0.95	2.33	-0.07	0.92	0.57
112	Assist with teaching coping strategies	79.60	1.88	1.50	2.81	41.67	2.20	0.92	2.22	-0.32	0.58	0.58
90	Recognize and manage staff conflict through appropriate use of chain of command	79.80	1.66	1.33	2.63	39.44	1.40	0.55	2.00	0.26	0.78	0.63
119	Explore why client is refusing or not following treatment plan	85.03	1.87	1.59	2.98	26.11	1.20	0.31	2.33	0.67	1.28	0.65
115	Promote client positive self-esteem	92.05	3.07	2.83	3.13	71.67	3.70	2.65	2.44	-0.63	0.17	0.68
7	Use research when providing care	81.30	2.34	1.90	2.64	18.33	1.20	0.22	1.89	1.14	1.68	0.76
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	56.52	1.89	1.07	2.35	17.22	0.80	0.14	1.56	1.09	0.93	0.79

Table 12. Average Frequency And Priority Item Ratings From PN PAS Survey And PN PAS SME Panel, Sorted By Priority Rating Differences..

Master#	Activity	Survey Results				SME Panel Estimates				Rating Differences		
		Performed in Setting (%)	Average Frequency (Setting-Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Performed in Setting (%)	Average Frequency (Setting Specific) 0-5	Average Frequency (Total Group)	Average Priority 1-4	Setting Specific Frequency Difference	Total Group Frequency Difference	Priority Difference
76	Withdraw blood samples from venous access device (VAD)	35.14	1.19	0.42	2.47	3.33	0.50	0.02	1.67	0.69	0.40	0.81
34	Participate in education of staff	76.61	1.88	1.44	2.76	11.11	0.90	0.10	1.78	0.98	1.34	0.99
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	77.29	1.26	0.97	2.96	22.22	0.60	0.13	1.89	0.66	0.84	1.07

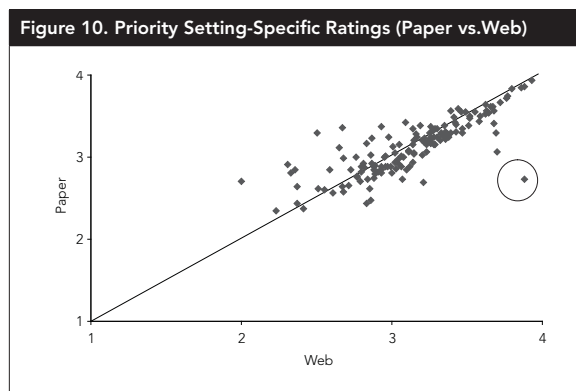
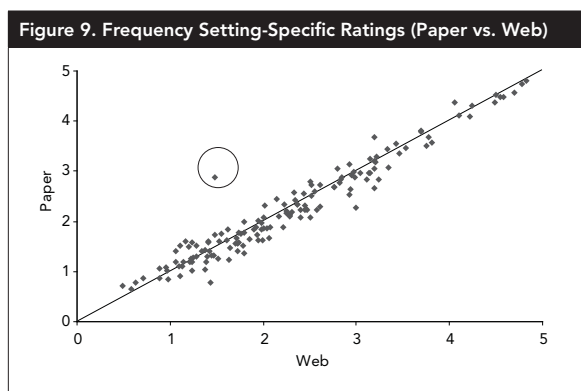
## COMPARABILITY OF RATINGS ACROSS METHODS OF ADMINISTRATION

All ratings obtained from the practice analysis survey were averaged across methods of administration (paper and Web) and differences between the two were calculated. The differences for all activities across the three ratings (average frequency setting-specific, average frequency total group and priority total group) were well below one point, except for two activities as shown in Table 11. Figures 9 and 10 illustrate the setting-specific activity ratings (paper vs. Web) for frequency and priority. As was shown in Table 11 and noted in Figures 9 and 10, there are two activity statements that are outliers: "Assist with activities of daily living (e.g., dressing, grooming or bathing)" and "Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)."

### Impact on Test Plan Decisions

For the activity statements, the average setting-specific frequency ratings for the paper-administered and the Web-administered data were highly correlated (Figure 9,  $r = .970$ ). Similarly, the average

setting-specific priority ratings for the paper-administered and the Web-administered data were also highly correlated (Figure 10,  $r = .806$ ). In addition, the correlation for the average total group frequency ratings across paper and Web was  $r = .982$ . For the average total group priority ratings, the correlation was  $r = .910$ . The rank order of the means for activity statements was also compared. Most of the rank orders were similar, but a few were noticeably different across the methods of administration. For example, there were two activities with rank order differences larger than 30 (out of 147 activity statements) in terms of setting-specific frequency. And there were 20 activities with rank order greater than 30 with regard to setting-specific priority. Most of the disturbance in the rank ordering appeared to be related to the restriction of range problems in the priority rating scale. Of the four categories, the first category was very underused. Figure 9 illustrates the problem. Despite the restriction of range, the correlation was quite good.





## Conclusions

### Response Rate

The paper method of administration (26.4%) had a higher response rate than the Web administration method (9.6%). Additionally, the analyzable response rates were 18.2% for paper and 6.6% for Web. These differences are not only unlikely to be attributed to chance, but also reasonably large in magnitude. Reasons for this disparity are unknown. Although the response rates were adjusted for faulty e-mail addresses, it is unknown how many e-mail invitations were blocked due to spam filters or sent to e-mail addresses that still existed, but were not used. The spam filters may have contributed to the difference in response rates.

### Demographics

Demographic findings across the two administration methods showed that there were some differences in the work setting and practice areas of the Web versus paper respondents.

### Activity Statements and Impact on Test Plan

There appear to be small differences in activity statement ratings for frequency and priority between paper and Web respondents. Given the activity statement list, one of the 147 statements had over one point difference in priority rating between paper and Web. Similarly there was only one activity with more than a one point difference for frequency (paper versus Web). Considering the strong correlations associated with the average ratings in this data (frequency  $r = 0.97$  and priority  $r = 0.91$ ), it seems likely that these results would lead to nearly the same, if not identical, conclusions regarding the test plan.

### Comparison of Methods

The cost for printing and mailing all of the mail-based correspondence was approximately \$6.50 per survey. Given 6,000 sampled for the paper method, the cost could approach \$40,000 while the cost for the Web is approximately \$10,000. Thus, there is a considerable cost savings if a Web-based method is

used. An additional benefit of Web administration method is the decreased time for respondents to submit the survey, it is almost instantaneous, compared to returning a mail-based survey

## RECOMMENDATIONS

Based on the differences in analyzable response rates and the differences in work setting and practice areas of the Web versus paper survey methods, the use of a Web-based survey may not be the best methodology for the entry-level LPN/VN practice analysis. In order to determine if the LPN/VN practice analysis can move to Web-based methods or a continuous online survey method, it is recommended that a paper-based and a Web-based survey be conducted at the next scheduled practice analysis and shorter forms be used for both administration methods. Additionally, steps should be taken to understand the decreased response rates for the Web-based survey.

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## APPENDIX A: EXTERNAL PANEL OF METHODOLOGY EXPERTS 2006 PN PRACTICE ANALYSIS

The 2006 PN Practice Analysis did not undergo a methodology review because the methodology used was the same as the methodology that was reviewed for the 2005 RN Practice Analysis. It seemed that the results would be similar. Below are the biographies of the methodology reviewers for the 2005 RN Practice Analysis.

**Chad W. Buckendahl**, PhD is the director of the Buros Institute for Assessment Consultation and Outreach. He has conducted practice analysis as the basis for several certification and licensing examinations and is well published on this topic. His research interests also include standard setting and computerized adaptive testing.

**G. Gage Kingsbury**, PhD is the vice president of research for the Northwest Evaluation Association. He has over 25 years of experience in testing and psychometrics. He is a nationally recognized expert in developing computerized adaptive tests and has been on NCSBN's Joint Research Committee (JRC is an NCSBN sponsored advisory board) for more than 10 years.

**Mark Reckase**, PhD is a full professor at Michigan State University, a world renown psychometrician, and the editor of *Applied Psychological Measurement* (a very prestigious measurement journal). He has also spent many years working for American College Testing. He is considered one of the top people in the testing industry. As such, he is very familiar with conducting job analyses and transforming the results into test specifications.

**Barbara Showers**, PhD is the director of Wisconsin's Department of Regulation & Licensing's Office of Education and Examination. She is nationally recognized as an expert in licensure testing and has substantial experience with regard to the defensibility of licensure tests.

**Richard Smith**, PhD is the editor of the *Journal of Applied Measurement* and a well-published scholar who specializes in testing and measurement. He has supervised the development of licensing examinations and is very knowledgeable regarding practice analyses and issues regarding connecting test content to practice.

**Lynn Webb**, EdD is an independent consultant who works with several certification boards and was previously employed by the American Board of Psychiatry and Neurology. In these capacities, she has experience with role delineation studies, job analyses, and transforming that information into test specifications.

## APPENDIX B: SUBJECT MATTER EXPERT PANEL FOR 2006 LPN/VN PRACTICE ANALYSIS

Subject Matter Expert Panel for 2006 LPN/VN Practice Analysis				
Area & State	Name	Practice Area	Specialty	Position
<b>Area I:</b>				
MT	Tammy Talley	Long Term Care	Geriatric Nursing	Administrator
NM	Connie Baker	LPN Education	Medical-Surgical Nursing	LPN Instructor
OR	Betty Rabner	VA Residential Center	Mental Health-Rehab Nursing	LVN Staff
CA	Erica Wong	Acute Care	ER-Trauma	LPN Staff
<b>Area II:</b>				
KS	Deborah Aton	Long Term Care	Geriatric Nursing	Director of Nursing
NB	Phyllis Yoest	Nursing Education	Obstetrical and Pediatric Nursing	LPN Faculty
IL	Alysha Hart	Rehabilitation/ Long Term Care	Medical-surgical and Geriatric Nursing	LPN Staff
<b>Area III:</b>				
AR	Deborah Hill	Nursing Education	Fundamentals, Medical-surgical, OB	Chairperson, Instructor, PN Program
OK	Sara Bricken	Acute Care	Rehabilitation Nursing	LPN Staff
TX	Kendra Sutton	Acute Care	Medical-surgical Nursing	Clinical Educator
<b>Area IV:</b>				
MD	Susan Niewenhous	Home Care	All	Director-Home Care

## APPENDIX C: ACTIVITY STATEMENTS WITH 2006 LPN/VN PRACTICE ANALYSIS

Activity Statements with 2006 LPN/VN Practice Analysis				
Master#	Activities	Form	# on Survey	Sort ID
1	Use data from various sources in making clinical decisions	1,2	1	1
2	Contribute to the development of client plan of care	1,2	2	2
3	Organize and prioritize care for assigned group of clients	1,2	3	3
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	1,2	4	4
5	Maintain client confidentiality	1,2	5	5
6	Use information technology in the delivery of care	1,2	6	6
7	Use research when providing care	1,2	7	7
8	Use universal/standard precautions	1,2	8	8
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	1,2	9	9
10	Practice principles of ergonomics	1,2	10	10
11	Monitor client postpartum recovery	1,2	11	11
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	1,2	12	12
13	Collect data for initial or admission health history	1,2	13	13
14	Identify client use of effective and ineffective coping mechanisms	1,2	14	14
15	Identify significant lifestyle changes and other stressors that may affect recovery	1,2	15	15
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	1,2	16	16
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	1,2	17	17
18	Follow the rights of medication administration	1,2	18	18
19	Monitor client intravenous (IV) site and flow rate	1,2	19	19
20	Administer IVPB medications	1,2	20	20
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	1,2	21	21
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	1,2	22	22
23	Perform neurological checks	1,2	23	23
24	Perform circulatory checks	1,2	24	24
25	Provide care for client drainage device (e.g., wound drain or chest tube)	1,2	25	25
26	Perform wound care and/or dressing change	1,2	26	26
27	Provide care for client tracheotomy	1,2	27	27
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	1,2	28	28
29	Monitor and provide for nutritional needs of client	1,2	29	29
30	Contribute to change made in client plan of care	1	30	30
31	Provide input for performance evaluations of other staff	1	31	31
32	Advocate for client rights or needs	1	32	32
33	Include client in care decision-making	1	33	33
34	Participate in education of staff	1	34	34

Activity Statements with 2006 LPN/VN Practice Analysis				
Master#	Activities	Form	# on Survey	Sort ID
35	Recognize task/assignment you are not prepared to perform and seek assistance	1	35	35
36	Discharge client to home or transfer client to another facility	1	36	36
37	Transcribe physician orders	1	37	37
38	Obtain client signature on consent form	1	38	38
39	Provide information about advance directives	1	39	39
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	1	40	40
41	Verify the identity of client	1	41	41
42	Identify client allergies and intervene as appropriate	1	42	42
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	1	43	43
44	Use aseptic/sterile technique	1	44	44
45	Search client belongings when indicated	1	45	45
46	Perform fetal heart monitoring for client during pregnancy, before labor	1	46	46
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	1	47	47
48	Provide care that meets the special needs of young adults aged 19 to 30 years	1	48	48
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	1	49	49
50	Monitor client in labor	1	50	50
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	1	51	51
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	1	52	52
53	Collect baseline physical data on admission of client	1	53	53
54	Perform basic vision screening	1	54	54
55	Provide emotional support to client/family	1	55	55
56	Provide client/family information about condition, expected prognosis and outcomes	1	56	56
57	Identify significant body change that may affect recovery	1	57	57
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	1	58	58
59	Assist in or re-enforce education of caregivers/family on ways to manage client with behavioral disorders	1	59	59
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	1	60	60
61	Participate in client group session	1	61	61
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	1	62	62
63	Assist in managing the care of angry/agitated client	1	63	63
64	Assist in the care of the cognitively impaired client	1	64	64
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care	1	65	65
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	1	66	66
67	Validate pain using rating scale	1	67	67
68	Insert urinary catheter	1	68	68
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	1	69	69
70	Provide care to client in traction	1	70	70

Activity Statements with 2006 LPN/VN Practice Analysis				
Master#	Activities	Form	# on Survey	Sort ID
71	Maintain current, accurate medication list or Medication Administration Record (MAR)	1	71	71
72	Administer medication by oral route	1	72	72
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	1	73	73
74	Phone in client prescriptions to pharmacy	1	74	74
75	Regulate client IV rate	1	75	75
76	Withdraw blood samples from venous access device (VAD)	1	76	76
77	Perform bladder scan	1	77	77
78	Monitor diagnostic or laboratory test results	1	78	78
79	Identify signs or symptoms of potential prenatal complication	1	79	79
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	1	80	80
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	1	81	81
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	1	82	82
83	Perform care for client before or after surgical procedure	1	83	83
84	Identify/Intervene to control signs of hypoglycemia or hyperglycemia	1	84	84
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	1	85	85
86	Identify and treat client intravenous (IV) line infiltration	1	86	86
87	Provide care to client on ventilator	1	87	87
88	Identify abnormalities on client cardiac monitor strip	1	88	88
89	Make client care or related task assignment	2	30	89
90	Recognize and manage staff conflict through appropriate use of chain of command	2	31	90
91	Promote client/family self-advocacy	2	32	91
92	Follow-up with client/family after discharge	2	33	92
93	Participate in orientation of new employees	2	34	93
94	Report or intervene to prevent unsafe practice of health care provider	2	35	94
95	Take verbal or phone orders	2	36	95
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	2	37	96
97	Provide for privacy needs	2	38	97
98	Perform telephone triage	2	39	98
99	Evaluate the appropriateness of order for client	2	40	99
100	Use proper body mechanics	2	41	100
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	2	42	101
102	Apply and/or monitor use of least restrictive restraints or seclusion	2	43	102
103	Assist in or re-enforce education of client/family about safety precautions	2	44	103
104	Provide resources for end of life and/or beginning of life issues and choices	2	45	104
105	Provide care that meets the special needs of the newborn - less than 1 month old	2	46	105
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	2	47	106



Activity Statements with 2006 LPN/VN Practice Analysis				
Master#	Activities	Form	# on Survey	Sort ID
107	Provide care that meets the special needs of adults aged 31 to 64 years	2	48	107
108	Provide care that meets the special needs of clients aged greater than 85 years of age	2	49	108
109	Compare client development to norms	2	50	109
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	2	51	110
111	Recognize barriers to communication or learning	2	52	111
112	Assist with teaching coping strategies	2	53	112
113	Monitor compliance with immunization schedule	2	54	113
114	Collect data on client psychological status and ability to cope	2	55	114
115	Promote client positive self-esteem	2	56	115
116	Collect data on client potential for violence	2	57	116
117	Explore cause of client behavior	2	58	117
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	2	59	118
119	Explore why client is refusing or not following treatment plan	2	60	119
120	Assist with coping related to grief and loss	2	61	120
121	Provide care or support for client/family at end of life	2	62	121
122	Participate in reminisce therapy, validation therapy or reality orientation	2	63	122
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	2	64	123
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	2	65	124
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	2	66	125
126	Intervene to improve client elimination by instituting bowel or bladder management	2	67	126
127	Provide measures to promote sleep/rest	2	68	127
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	2	69	128
129	Collect data on client nutrition or hydration status	2	70	129
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	2	71	130
131	Monitor transfusion of blood product	2	72	131
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	2	73	132
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	2	74	133
134	Count narcotics/controlled substances	2	75	134
135	Perform venipuncture for blood draws	2	76	135
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	2	77	136
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	2	78	137
138	Insert naso-gastric (NG) tube	2	79	138
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	2	80	139
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	2	81	140
141	Perform an electrocardiogram (EKG/ECG)	2	82	141

Activity Statements with 2006 LPN/VN Practice Analysis				
Master#	Activities	Form	# on Survey	Sort ID
142	Perform check of client pacemaker	2	83	142
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	2	84	143
144	Provide cooling measures for elevated temperature	2	85	144
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	2	86	145
146	Remove client wound sutures or staples	2	87	146
147	Administer phototherapy treatment to newborn	2	88	147



**SECTION 1: EXPERIENCE AND ORIENTATION**

1. What is the total number of months you have worked in the U.S. or its territories as a Licensed Practical/Vocational Nurse?

Example: 

0	8
0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

 Months 

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

 Months

2. Have you ever worked outside the U.S. or its territories before taking the NCLEX?

- Yes
- No → **Skip to Question 3**

If yes, what is the total number of months you worked outside the U.S.?

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

 Months

3. Which of the following **best** describes the orientation you received for your current position? **(Select only one)**

- No formal orientation → **Skip to Question 5**
- Classroom instruction/skills lab work only
- Classroom and/or skills lab plus supervised work with clients
- Work with an assigned preceptor(s) or mentor(s) with or without additional classroom or skills lab work
- A formal internship with or without additional classroom or skills lab work
- Other **(Please specify)**: \_\_\_\_\_

4. If you had an orientation period, how many weeks was it?

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

 Weeks

5. Which of the following types of certificates have you earned or courses have you completed since graduation? **(Select ALL that apply)**

- Advanced Cardiac Life Support
- Basic Life Support
- Behavioral Management
- Chemotherapy
- Moderate/Conscious Sedation
- Coronary Care
- Critical Care
- Intravenous Therapy
- Neonatal Advanced Life Support
- Pediatric Advanced Life Support
- Phlebotomy
- Peritoneal Dialysis
- Rehabilitation
- None
- Other **(Please specify)**: \_\_\_\_\_

6. Which of the following administrative roles do you perform within your current nursing position? **(Select ALL that apply)**

- None of the following administrative roles are included in my current position
- Charge Nurse
- Coordinator
- Director of Nursing
- House Supervisor
- Team Leader
- Unit/Area Manager
- Other **(Please specify)**: \_\_\_\_\_

7. Approximately what percentage of your time at work is spent performing the administrative roles you marked in Question 6?

- None of the administrative roles listed in Question 6 are performed in my current position
- 0-19%
- 20-39%
- 40-59%
- 60-79%
- 80-100%





**SECTION 3: NURSING ACTIVITIES**

This section contains a list of activities descriptive of nursing practice in a variety of settings. Do not be surprised if some activities do not apply to your setting. For each activity, two questions are asked:

**QUESTION A - FREQUENCY:** If the activity is performed in your work setting, how often did you **personally perform the activity on the last day you worked**? If the activity is never performed in your work setting (is not applicable to your type of nursing) then mark the oval in the column with the heading, "NEVER performed in work setting," and go to the next activity. If the activity is performed in your work setting mark "0 Times", "1 Time", "2 Times", "3 Times", "4 Times", or "5 or more Times" reflecting the frequency of performing the activity **on the last day you worked** then complete Question B.

**QUESTION B - PRIORITY:** What is the priority of performing this nursing activity compared to the performance of other nursing activities when considering risk of unnecessary complications, impairment of function, or serious distress to clients? For each activity that is performed in your work setting, mark the oval corresponding to a priority rating, from a 1 (lowest priority) to a 4 (highest priority). Please mark a priority rating for all activities performed in your work setting even if you did not perform the activity **on the last day you worked**.

**NOTE:** Inclusion of an activity on this practice analysis questionnaire does not imply that the activity is or would be included in the Licensed Practical/Vocational Nurse scope of practice defined by any specific state. You must refer to your local board of nursing for information about your scope of practice.

**Question A - If the activity does not apply to your work setting mark " NEVER performed in work setting" then move to next activity. If the activity is performed in your work setting mark "0 Times", "1 Time", "2 Times", "3 Times", "4 Times", or "5 or more Times" reflecting the frequency of performing the activity on the last day you worked then complete Question B.**

**Question B - Rate the overall priority of this activity considering client safety, and/or threat of complications or distress with 1 (lowest priority), 2 (low priority), 3 (high priority), or 4 (highest priority).**

	A - Frequency					B - Priority					
	NEVER performed in work setting 0 Times	1 Time	2 Times	3 Times	4 Times	5 or more Times	1 Lowest	2 Low	3 High	4 Highest	
1. Use data from various sources in making clinical decisions	N	0	1	2	3	4	5	1	2	3	4
2. Contribute to the development of client plan of care	N	0	1	2	3	4	5	1	2	3	4
3. Organize and prioritize care for assigned group of clients	N	0	1	2	3	4	5	1	2	3	4
4. Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	N	0	1	2	3	4	5	1	2	3	4
5. Maintain client confidentiality	N	0	1	2	3	4	5	1	2	3	4
6. Use information technology in the delivery of care	N	0	1	2	3	4	5	1	2	3	4
7. Use research when providing care	N	0	1	2	3	4	5	1	2	3	4
8. Use universal/standard precautions	N	0	1	2	3	4	5	1	2	3	4
9. Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	N	0	1	2	3	4	5	1	2	3	4
10. Practice principles of ergonomics	N	0	1	2	3	4	5	1	2	3	4
11. Monitor client postpartum recovery	N	0	1	2	3	4	5	1	2	3	4
12. Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	N	0	1	2	3	4	5	1	2	3	4
13. Collect data for initial or admission health history	N	0	1	2	3	4	5	1	2	3	4
14. Identify client use of effective and ineffective coping mechanisms	N	0	1	2	3	4	5	1	2	3	4
15. Identify significant lifestyle changes and other stressors that may affect recovery	N	0	1	2	3	4	5	1	2	3	4
16. Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	N	0	1	2	3	4	5	1	2	3	4
17. Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	N	0	1	2	3	4	5	1	2	3	4
18. Follow the rights of medication administration	N	0	1	2	3	4	5	1	2	3	4
19. Monitor client intravenous (IV) site and flow rate	N	0	1	2	3	4	5	1	2	3	4
20. Administer IVPB medications	N	0	1	2	3	4	5	1	2	3	4
21. Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	N	0	1	2	3	4	5	1	2	3	4
22. Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	N	0	1	2	3	4	5	1	2	3	4
23. Perform neurological checks	N	0	1	2	3	4	5	1	2	3	4
24. Perform circulatory checks	N	0	1	2	3	4	5	1	2	3	4
25. Provide care for client drainage device (e.g., wound drain or chest tube)	N	0	1	2	3	4	5	1	2	3	4
26. Perform wound care and/or dressing change	N	0	1	2	3	4	5	1	2	3	4
27. Provide care for client tracheostomy	N	0	1	2	3	4	5	1	2	3	4
28. Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	N	0	1	2	3	4	5	1	2	3	4
29. Monitor and provide for nutritional needs of client	N	0	1	2	3	4	5	1	2	3	4
30. Contribute to change made in client plan of care	N	0	1	2	3	4	5	1	2	3	4
31. Provide input for performance evaluations of other staff	N	0	1	2	3	4	5	1	2	3	4
32. Advocate for client rights or needs	N	0	1	2	3	4	5	1	2	3	4
33. Include client in care decision-making	N	0	1	2	3	4	5	1	2	3	4
34. Participate in education of staff	N	0	1	2	3	4	5	1	2	3	4
35. Recognize task/assignment you are not prepared to perform and seek assistance	N	0	1	2	3	4	5	1	2	3	4
36. Discharge client to home or transfer client to another facility	N	0	1	2	3	4	5	1	2	3	4
37. Transcribe physician orders	N	0	1	2	3	4	5	1	2	3	4
38. Obtain client signature on consent form	N	0	1	2	3	4	5	1	2	3	4
39. Provide information about advance directives	N	0	1	2	3	4	5	1	2	3	4
40. Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	N	0	1	2	3	4	5	1	2	3	4
41. Verify the identity of client	N	0	1	2	3	4	5	1	2	3	4
42. Identify client allergies and intervene as appropriate	N	0	1	2	3	4	5	1	2	3	4

**SECTION 3: NURSING ACTIVITIES (continued)**

**Question A** - If the activity does not apply to your work setting mark "NEVER performed in work setting" then move to next activity.  
 If the activity is performed in your work setting mark "0 Times", "1 Time", "2 Times", "3 Times", "4 Times", or "5 or more Times" reflecting the frequency of performing the activity **on the last day you worked** then complete Question B.

**Question B** - Rate the overall priority of this activity considering client safety, and/or threat of complications or distress with 1 (lowest priority), 2 (low priority), 3 (high priority), or 4 (highest priority).

	A - Frequency						B - Priority				
	NEVER performed in work setting	0 Times	1 Time	2 Times	3 Times	4 Times	5 or more Times	1 Lowest	2 Low	3 High	4 Highest
43. Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
44. Use aseptic/sterile technique	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
45. Search client belongings when indicated	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
46. Perform fetal heart monitoring for client during pregnancy, before labor	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
47. Provide care that meets the special needs of infants or children aged 1 month to 12 years	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
48. Provide care that meets the special needs of young adults aged 19 to 30 years	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
49. Provide care that meets the special needs of clients aged 65 to 85 years of age	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
50. Monitor client in labor	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
51. Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
52. Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
53. Collect baseline physical data on admission of client	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
54. Perform basic vision screening	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
55. Provide emotional support to client/family	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
56. Provide client/family information about condition, expected prognosis and outcomes	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
57. Identify significant body change that may affect recovery	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
58. Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
59. Assist in or re-enforce education of caregivers/family on ways to manage client with behavioral disorders	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
60. Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
61. Participate in client group session	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
62. Make adjustment to care with consideration of client spiritual or cultural beliefs	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
63. Assist in managing the care of angry/agitated client	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
64. Assist in the care of the cognitively impaired client	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
65. Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
66. Assist with activities of daily living (e.g., dressing, grooming or bathing)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
67. Validate pain using rating scale	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
68. Insert urinary catheter	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
69. Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
70. Provide care to client in traction	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
71. Maintain current, accurate medication list or Medication Administration Record (MAR)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
72. Administer medication by oral route	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
73. Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
74. Phone in client prescriptions to pharmacy	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
75. Regulate client IV rate	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
76. Withdraw blood samples from venous access device (VAD)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
77. Perform bladder scan	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
78. Monitor diagnostic or laboratory test results	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
79. Identify signs or symptoms of potential prenatal complication	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
80. Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
81. Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
82. Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
83. Perform care for client before or after surgical procedure	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
84. Identify/Intervene to control signs of hypoglycemia or hyperglycemia	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
85. Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
86. Identify and treat client intravenous (IV) line infiltration	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
87. Provide care to client on ventilator	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
88. Identify abnormalities on client cardiac monitor strip	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)

Do the activities listed in Section 3 represent what you actually do in your nursing position?

- Yes
- No

If no, what important activities were missing from this survey? (*Please specify*): \_\_\_\_\_







SECTION 4: DESCRIPTION OF THE LAST DAY YOU WORKED (continued)	
Sets of Activities	Approximate Amount of Time (Hours) Spent on Set of Activities
	0 1 2 3 4 5 6 7 8 >
4 <b>Perform activities related to the psychological needs of clients:</b> <ul style="list-style-type: none"> <li>Abuse or Neglect</li> <li>Behavioral Interventions</li> <li>Behavioral Management</li> <li>Coping Mechanisms</li> <li>Crisis Intervention</li> <li>Cultural Awareness</li> <li>End of Life Concepts</li> <li>Grief and Loss</li> <li>Mental Health Concepts</li> <li>Mental Illness Concepts</li> <li>Religious or Spiritual Influences on Health</li> <li>Sensory/Perceptual Alterations</li> <li>Situational Role Changes</li> <li>Stress Management</li> <li>Substance-Related Disorders</li> <li>Suicide/Violence Precautions</li> <li>Support Systems</li> <li>Therapeutic Communication</li> <li>Therapeutic Environment</li> <li>Unexpected Body Image Changes</li> </ul>	① ① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨
5 <b>Perform activities related to basic care and comfort:</b> <ul style="list-style-type: none"> <li>Assistive Devices</li> <li>Elimination</li> <li>Mobility/Immobility</li> <li>Non-Pharmacological Comfort Interventions</li> <li>Nutrition and Oral Hydration</li> <li>Palliative/Comfort Care</li> <li>Personal Hygiene</li> <li>Rest and Sleep</li> </ul>	① ① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨
6 <b>Perform activities necessary for safe medication administration:</b> <ul style="list-style-type: none"> <li>Adverse Effects</li> <li>Expected Effects</li> <li>Medication Administration</li> <li>Pharmacological Actions</li> <li>Pharmacological Agents</li> <li>Side-Effects</li> </ul>	① ① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨
7 <b>Perform activities that reduce the risk of client developing complications:</b> <ul style="list-style-type: none"> <li>Diagnostic Test</li> <li>Laboratory Values</li> <li>Potential for Alterations in Body Systems</li> <li>Potential for Complications of Diagnostic Tests/Treatments/Procedures/ Surgery or Health Alterations</li> <li>Therapeutic Procedures</li> <li>Vital Signs</li> </ul>	① ① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨
8 <b>Perform activities that provide for physiological adaptation:</b> <ul style="list-style-type: none"> <li>Alterations in Body Systems</li> <li>Basic Pathophysiology</li> <li>Fluid and Electrolyte Imbalances</li> <li>Medical Emergencies</li> <li>Radiation Therapy</li> <li>Unexpected Response to Therapies</li> <li>Medical Emergencies</li> </ul>	① ① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨

**SECTION 5: DEMOGRAPHIC INFORMATION**

In this section you are asked to provide background information that will be summarized to describe the group that completed this questionnaire. No individual responses will be reported.

1. Did you work as a nursing assistant/aide, etc. prior to becoming a Licensed Practical/Vocational Nurse?
- Yes → Record below the total number of years you worked as an NA.
- No → Skip to Question 2

Years  
 ① ①  
 ① ①  
 ② ②  
 ③ ③  
 ④ ④  
 ⑤ ⑤  
 ⑥ ⑥  
 ⑦ ⑦  
 ⑧ ⑧  
 ⑨ ⑨

2. What is your gender?
- Male  Female

3. What is your age in years?

Years  
 ① ①  
 ① ①  
 ② ②  
 ③ ③  
 ④ ④  
 ⑤ ⑤  
 ⑥ ⑥  
 ⑦ ⑦  
 ⑧ ⑧  
 ⑨ ⑨



Form 2

## NATIONAL COUNCIL OF STATE BOARDS OF NURSING LICENSED PRACTICAL/VOCATIONAL NURSING ACTIVITY FORM 2

This questionnaire is part of a comprehensive study of the practice of newly licensed nurses in the United States. The study is being performed by the National Council of State Boards of Nursing.

### INSTRUCTIONS

Please read each question carefully and respond by filling in the oval of the response that most closely represents your answer. Most questions have several alternative answers. Choose the answer that best applies to your practice and fill in the appropriate oval(s). A few questions ask you to write in information. Print your answer legibly in the space provided following the question.

You will notice that many questions ask you to report what you did on the last day you worked. It is important that we obtain information from nurses experiencing both typical and unusual workdays, so please answer questions according to what you did on your last day of work even if that day was not typical.

As used in this questionnaire, the "client" can be an individual, individual plus family/significant other, an aggregate/group, or community/population. "Clients" are the same as "residents" or "patients."

Your answers will be kept confidential. Your individual responses to the questions will not be released.

#### MARKING INSTRUCTIONS:

- Use a No. 2 pencil only.
- Do not use pens.
- Make heavy dark marks that fill the oval completely.
- If you want to change an answer, erase completely.



1. In order to be eligible to receive an award and to receive the letter of recognition for your participation, we need your contact information.

**Please provide the information in the space below.**

Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

If we need more information to clarify the results of this study, we may call some persons. If you are willing to be contacted, **please provide your phone number in the space below.**

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**SECTION 1: EXPERIENCE AND ORIENTATION**

1. What is the total number of months you have worked in the U.S. or its territories as a Licensed Practical/Vocational Nurse?

Example: 0 8 Months

0	8
0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

2. Have you ever worked outside the U.S. or its territories before taking the NCLEX?

- Yes
- No → **Skip to Question 3**

If yes, what is the total number of months you worked outside the U.S.?

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

3. Which of the following **best** describes the orientation you received for your current position? **(Select only one)**

- No formal orientation → **Skip to Question 5**
- Classroom instruction/skills lab work only
- Classroom and/or skills lab plus supervised work with clients
- Work with an assigned preceptor(s) or mentor(s) with or without additional classroom or skills lab work
- A formal internship with or without additional classroom or skills lab work
- Other **(Please specify):** \_\_\_\_\_

4. If you had an orientation period, how many weeks was it?

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

5. Which of the following types of certificates have you earned or courses have you completed since graduation? **(Select ALL that apply)**

- Advanced Cardiac Life Support
- Basic Life Support
- Behavioral Management
- Chemotherapy
- Moderate/Conscious Sedation
- Coronary Care
- Critical Care
- Intravenous Therapy
- Neonatal Advanced Life Support
- Pediatric Advanced Life Support
- Phlebotomy
- Peritoneal Dialysis
- Rehabilitation
- None
- Other **(Please specify):** \_\_\_\_\_

6. Which of the following administrative roles do you perform within your current nursing position? **(Select ALL that apply)**

- None of the following administrative roles are included in my current position
- Charge Nurse
- Coordinator
- Director of Nursing
- House Supervisor
- Team Leader
- Unit/Area Manager
- Other **(Please specify):** \_\_\_\_\_

7. Approximately what percentage of your time at work is spent performing the administrative roles you marked in Question 6?

- None of the administrative roles listed in Question 6 are performed in my current position
- 0-19%
- 20-39%
- 40-59%
- 60-79%
- 80-100%





**SECTION 3: NURSING ACTIVITIES**

This section contains a list of activities descriptive of nursing practice in a variety of settings. Do not be surprised if some activities do not apply to your setting. For each activity, two questions are asked:

**QUESTION A - FREQUENCY:** If the activity is performed in your work setting, how often did you **personally perform the activity on the last day you worked**? If the activity is never performed in your work setting (is not applicable to your type of nursing) then mark the oval in the column with the heading, "NEVER performed in work setting," and go to the next activity. If the activity is performed in your work setting mark "0 Times", "1 Time", "2 Times", "3 Times", "4 Times", or "5 or more Times" reflecting the frequency of performing the activity **on the last day you worked** then complete Question B.

**QUESTION B - PRIORITY:** What is the priority of performing this nursing activity compared to the performance of other nursing activities when considering risk of unnecessary complications, impairment of function, or serious distress to clients? For each activity that is performed in your work setting, mark the oval corresponding to a priority rating, from a 1 (lowest priority) to a 4 (highest priority). Please mark a priority rating for all activities performed in your work setting even if you did not perform the activity **on the last day you worked**.

**NOTE:** Inclusion of an activity on this practice analysis questionnaire does not imply that the activity is or would be included in the Licensed Practical/Vocational Nurse scope of practice defined by any specific state. You must refer to your local board of nursing for information about your scope of practice.

**Question A - If the activity does not apply to your work setting mark "NEVER performed in work setting" then move to next activity. If the activity is performed in your work setting mark "0 Times", "1 Time", "2 Times", "3 Times", "4 Times", or "5 or more Times" reflecting the frequency of performing the activity on the last day you worked then complete Question B.**

**Question B - Rate the overall priority of this activity considering client safety, and/or threat of complications or distress with 1 (lowest priority), 2 (low priority), 3 (high priority), or 4 (highest priority).**

	A - Frequency						B - Priority				
	NEVER performed in work setting	0 Times	1 Time	2 Times	3 Times	4 Times	5 or more Times	1 Lowest	2 Low	3 High	4 Highest
1. Use data from various sources in making clinical decisions	N	0	1	2	3	4	5	1	2	3	4
2. Contribute to the development of client plan of care	N	0	1	2	3	4	5	1	2	3	4
3. Organize and prioritize care for assigned group of clients	N	0	1	2	3	4	5	1	2	3	4
4. Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	N	0	1	2	3	4	5	1	2	3	4
5. Maintain client confidentiality	N	0	1	2	3	4	5	1	2	3	4
6. Use information technology in the delivery of care	N	0	1	2	3	4	5	1	2	3	4
7. Use research when providing care	N	0	1	2	3	4	5	1	2	3	4
8. Use universal/standard precautions	N	0	1	2	3	4	5	1	2	3	4
9. Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	N	0	1	2	3	4	5	1	2	3	4
10. Practice principles of ergonomics	N	0	1	2	3	4	5	1	2	3	4
11. Monitor client postpartum recovery	N	0	1	2	3	4	5	1	2	3	4
12. Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	N	0	1	2	3	4	5	1	2	3	4
13. Collect data for initial or admission health history	N	0	1	2	3	4	5	1	2	3	4
14. Identify client use of effective and ineffective coping mechanisms	N	0	1	2	3	4	5	1	2	3	4
15. Identify significant life-style changes and other stressors that may affect recovery	N	0	1	2	3	4	5	1	2	3	4
16. Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	N	0	1	2	3	4	5	1	2	3	4
17. Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	N	0	1	2	3	4	5	1	2	3	4
18. Follow the rights of medication administration	N	0	1	2	3	4	5	1	2	3	4
19. Monitor client intravenous (IV) site and flow rate	N	0	1	2	3	4	5	1	2	3	4
20. Administer IVPB medications	N	0	1	2	3	4	5	1	2	3	4
21. Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	N	0	1	2	3	4	5	1	2	3	4
22. Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	N	0	1	2	3	4	5	1	2	3	4
23. Perform neurological checks	N	0	1	2	3	4	5	1	2	3	4
24. Perform circulatory checks	N	0	1	2	3	4	5	1	2	3	4
25. Provide care for client drainage device (e.g., wound drain or chest tube)	N	0	1	2	3	4	5	1	2	3	4
26. Perform wound care and/or dressing change	N	0	1	2	3	4	5	1	2	3	4
27. Provide care for client tracheostomy	N	0	1	2	3	4	5	1	2	3	4
28. Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	N	0	1	2	3	4	5	1	2	3	4
29. Monitor and provide for nutritional needs of client	N	0	1	2	3	4	5	1	2	3	4
30. Make client care or related task assignment	N	0	1	2	3	4	5	1	2	3	4
31. Recognize and manage staff conflict through appropriate use of chain of command	N	0	1	2	3	4	5	1	2	3	4
32. Promote client/family self-advocacy	N	0	1	2	3	4	5	1	2	3	4
33. Follow-up with client/family after discharge	N	0	1	2	3	4	5	1	2	3	4
34. Participate in orientation of new employees	N	0	1	2	3	4	5	1	2	3	4
35. Report or intervene to prevent unsafe practice of health care provider	N	0	1	2	3	4	5	1	2	3	4
36. Take verbal or phone orders	N	0	1	2	3	4	5	1	2	3	4
37. Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	N	0	1	2	3	4	5	1	2	3	4
38. Provide for privacy needs	N	0	1	2	3	4	5	1	2	3	4
39. Perform telephone triage	N	0	1	2	3	4	5	1	2	3	4
40. Evaluate the appropriateness of order for client	N	0	1	2	3	4	5	1	2	3	4
41. Use proper body mechanics	N	0	1	2	3	4	5	1	2	3	4
42. Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	N	0	1	2	3	4	5	1	2	3	4



SECTION 3: NURSING ACTIVITIES (continued)

**Question A** - If the activity does not apply to your work setting mark "NEVER" performed in work setting" then move to next activity.  
 If the activity is performed in your work setting mark "0 Times", "1 Time", "2 Times", "3 Times", "4 Times", or "5 or more Times" reflecting the frequency of performing the activity **on the last day you worked** then complete Question B.

**Question B** - Rate the overall priority of this activity considering client safety, and/or threat of complications or distress with 1 (lowest priority), 2 (low priority), 3 (high priority), or 4 (highest priority).

	A - Frequency						B - Priority				
	NEVER performed in work setting	0 Times	1 Time	2 Times	3 Times	4 Times	5 or more Times	1 Lowest	2 Low	3 High	4 Highest
43. Apply and/or monitor use of least restrictive restraints or seclusion	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
44. Assist in or re-enforce education of client/family about safety precautions	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
45. Provide resources for end of life and/or beginning of life issues and choices	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
46. Provide care that meets the special needs of newborns - less than 1 month old	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
47. Provide care that meets the special needs of adolescents aged 13 to 18 years	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
48. Provide care that meets the special needs of adults aged 31 to 64 years	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
49. Provide care that meets the special needs of clients aged greater than 85 years of age	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
50. Compare client development to norms	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
51. Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
52. Recognize barriers to communication or learning	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
53. Assist with teaching coping strategies	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
54. Monitor compliance with immunization schedule	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
55. Collect data on client psychological status and ability to cope	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
56. Promote client positive self-esteem	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
57. Collect data on client potential for violence	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
58. Explore cause of client behavior	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
59. Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
60. Explore why client is refusing or not following treatment plan	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
61. Assist with coping related to grief and loss	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
62. Provide care or support for client/family at end of life	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
63. Participate in reminiscence therapy, validation therapy or reality orientation	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
64. Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
65. Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
66. Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
67. Intervene to improve client elimination by instituting bowel or bladder management	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
68. Provide measures to promote sleep/rest	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
69. Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
70. Collect data on client nutrition or hydration status	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
71. Apply or remove immobilizing equipment (e.g., a splint or brace)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
72. Monitor transfusion of blood product	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
73. Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
74. Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
75. Count narcotics/controlled substances	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
76. Perform venipuncture for blood draws	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
77. Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
78. Monitor continuous or intermittent suction of naso-gastric (NG) tube	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
79. Insert naso-gastric (NG) tube	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
80. Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
81. Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
82. Perform an electrocardiogram (EKG/ECG)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
83. Perform check of client pacemaker	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
84. Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
85. Provide cooling measures for elevated temperature	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
86. Intervene to improve client respiratory status by giving breathing or respiratory treatment, suctioning, or repositioning	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
87. Remove client wound sutures or staples	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)
88. Administer phototherapy treatment to newborn	(N)	(0)	(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)

Do the activities listed in Section 3 represent what you actually do in your nursing position?

- Yes
- No

If no, what important activities were missing from this survey? (Please specify): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





SECTION 4: DESCRIPTION OF THE LAST DAY YOU WORKED (continued)	
Sets of Activities	Approximate Amount of Time (Hours) Spent on Set of Activities
	0 1 2 3 4 5 6 7 8 >
4 <b>Perform activities related to the psychological needs of clients:</b> <ul style="list-style-type: none"> <li>• Abuse or Neglect</li> <li>• Behavioral Interventions</li> <li>• Behavioral Management</li> <li>• Coping Mechanisms</li> <li>• Crisis Intervention</li> <li>• Cultural Awareness</li> <li>• End of Life Concepts</li> <li>• Grief and Loss</li> <li>• Mental Health Concepts</li> <li>• Mental Illness Concepts</li> <li>• Religious or Spiritual Influences on Health</li> <li>• Sensory/Perceptual Alterations</li> <li>• Situational Role Changes</li> <li>• Stress Management</li> <li>• Substance-Related Disorders</li> <li>• Suicide/Violence Precautions</li> <li>• Support Systems</li> <li>• Therapeutic Communication</li> <li>• Therapeutic Environment</li> <li>• Unexpected Body Image Changes</li> </ul>	(0) (1) (2) (3) (4) (5) (6) (7) (8) (9)
5 <b>Perform activities related to basic care and comfort:</b> <ul style="list-style-type: none"> <li>• Assistive Devices</li> <li>• Elimination</li> <li>• Mobility/Immobility</li> <li>• Non-Pharmacological Comfort Interventions</li> <li>• Nutrition and Oral Hydration</li> <li>• Palliative/Comfort Care</li> <li>• Personal Hygiene</li> <li>• Rest and Sleep</li> </ul>	(0) (1) (2) (3) (4) (5) (6) (7) (8) (9)
6 <b>Perform activities necessary for safe medication administration:</b> <ul style="list-style-type: none"> <li>• Adverse Effects</li> <li>• Expected Effects</li> <li>• Medication Administration</li> <li>• Pharmacological Actions</li> <li>• Pharmacological Agents</li> <li>• Side-Effects</li> </ul>	(0) (1) (2) (3) (4) (5) (6) (7) (8) (9)
7 <b>Perform activities that reduce the risk of client developing complications:</b> <ul style="list-style-type: none"> <li>• Diagnostic Test</li> <li>• Laboratory Values</li> <li>• Potential for Alterations in Body Systems</li> <li>• Potential for Complications of Diagnostic Tests/Treatments/Procedures/Surgery or Health Alterations</li> <li>• Therapeutic Procedures</li> <li>• Vital Signs</li> </ul>	(0) (1) (2) (3) (4) (5) (6) (7) (8) (9)
8 <b>Perform activities that provide for physiological adaptation:</b> <ul style="list-style-type: none"> <li>• Alterations in Body Systems</li> <li>• Basic Pathophysiology</li> <li>• Fluid and Electrolyte Imbalances</li> <li>• Medical Emergencies</li> <li>• Radiation Therapy</li> <li>• Unexpected Response to Therapies</li> <li>• Medical Emergencies</li> </ul>	(0) (1) (2) (3) (4) (5) (6) (7) (8) (9)

**SECTION 5: DEMOGRAPHIC INFORMATION**

In this section you are asked to provide background information that will be summarized to describe the group that completed this questionnaire. No individual responses will be reported.

1. Did you work as a nursing assistant/aide, etc. prior to becoming a Licensed Practical/Vocational Nurse?
- Yes → Record below the total number of years you worked as an NA.
- No → Skip to Question 2

Years

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

2. What is your gender?
- Male  Female

3. What is your age in years?

Years

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9



## APPENDIX E: ACTIVITIES RANK ORDERED BY PERCENT PERFORMING: PAPER

Activities Rank Ordered by Percent Performing: Paper				
ID #	Activity	Performed in Setting (%)	Rank (Paper)	Rank (Web)
5	Maintain client confidentiality	99.50	1	1
8	Use universal/standard precautions	99.20	2	1
41	Verify the identity of client	98.23	3	3
18	Follow the rights of medication administration	98.20	4	6
97	Provide for privacy needs	97.79	5	4
100	Use proper body mechanics	97.79	5	7
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	97.79	5	8
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	96.86	8	14
42	Identify client allergies and intervene as appropriate	95.69	9	10
44	Use aseptic/sterile technique	95.31	10	11
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	95.14	11	5
71	Maintain current, accurate medication list or medication administration record (MAR)	94.49	12	12
1	Use data from various sources in making clinical decisions	93.60	13	15
72	Administer medication by oral route	93.55	14	16
55	Provide emotional support to client/family	92.55	15	9
67	Validate pain utilizing rating scale	92.35	16	13
35	Recognize task/assignment you are not prepared to perform and seek assistance	92.34	17	23
115	Promote client positive self-esteem	92.05	18	35
129	Collect data on client nutrition or hydration status	92.02	19	38
33	Include client in client care decision-making	91.54	20	17
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	91.48	21	36
26	Perform wound care and/or dressing change	90.64	22	26
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	89.98	23	28
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	89.92	24	44
111	Recognize barriers to communication or learning	89.90	25	21
24	Perform circulatory checks	89.87	26	20
32	Advocate for client rights or needs	89.53	27	18
103	Assist in or re-enforce education to client/family about safety precautions	89.50	28	52
29	Monitor and provide for nutritional needs of client	89.39	29	18
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	89.30	30	31
2	Contribute to the development of client plan of care	89.02	31	34
63	Assist in managing the care of angry/agitated client	88.95	32	22
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	88.79	33	48
95	Take verbal or phone order	88.74	34	43
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	88.58	35	25
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	88.06	36	46
99	Evaluate the appropriateness of order for client	87.90	37	45

Activities Rank Ordered by Percent Performing: Paper				
ID #	Activity	Performed in Setting (%)	Rank (Paper)	Rank (Web)
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	87.82	38	32
127	Provide measures to promote sleep/rest	87.65	39	60
134	Count narcotics/controlled substances	87.37	40	41
14	Identify client use of effective and ineffective coping mechanisms	87.17	41	27
108	Provide care that meets the special needs of clients aged greater than 85 years of age	87.15	42	49
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	86.58	43	72
23	Perform neurological checks	86.31	44	39
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	86.11	45	29
3	Organize and prioritize care for assigned group of clients	85.88	46	30
91	Promote client/family self-advocacy	85.77	47	53
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	85.71	48	66
37	Transcribe physician order	85.63	49	51
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	85.63	49	56
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	85.37	51	79
119	Explore why client is refusing or not following treatment plan	85.03	52	63
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	84.77	53	54
30	Contribute to change made in client plan of care	84.53	54	33
64	Assist in the care of the cognitively impaired client	83.86	55	24
6	Use information technology in the delivery of care	83.80	56	37
117	Explore cause of client behavior	83.60	57	62
15	Identify significant life-style changes and other stressors that may affect recovery	83.43	58	47
13	Collect data for initial or admission health history	82.76	59	61
144	Provide cooling measures for elevated temperature	82.63	60	96
126	Intervene to improve client elimination by instituting bowel or bladder management	82.60	61	40
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	82.14	62	55
89	Make client care or related task assignment	81.91	63	69
78	Monitor diagnostic or laboratory test results	81.82	64	42
56	Provide client/family information about condition, expected prognosis and outcomes	81.34	65	57
7	Use research when providing care	81.30	66	50
114	Collect data on client psychological status and ability to cope	81.11	67	80
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	81.09	68	115
74	Phone in client prescriptions to pharmacy	80.63	69	63
90	Recognize and manage staff conflict through appropriate use of chain of command	79.80	70	83
112	Assist with teaching coping strategies	79.60	71	58
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	79.37	72	75
53	Collect baseline physical data on admission of client	79.03	73	78
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	77.69	74	71

Activities Rank Ordered by Percent Performing: Paper				
ID #	Activity	Performed in Setting (%)	Rank (Paper)	Rank (Web)
120	Assist with coping related to grief and loss	77.46	75	84
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	77.29	76	106
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	76.63	77	82
34	Participate in education of staff	76.61	78	67
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	76.40	79	90
94	Report, or intervene to prevent, unsafe practice of health care provider	75.95	80	86
68	Insert urinary catheter	75.73	81	68
121	Provide care or support for client/family at end of life	75.70	82	93
107	Provide care that meets the special needs of adults aged 31 to 64 years	75.25	83	74
116	Collect data on client potential for violence	74.75	84	88
57	Identify significant body change that may affect recovery	74.70	85	59
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	74.26	86	73
36	Discharge client to home or transfer client to another facility	73.93	87	77
38	Obtain client signature on consent form	73.87	88	70
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	73.76	89	81
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	72.58	90	89
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	71.57	91	75
10	Practice principles of ergonomics	70.78	92	65
109	Compare client development to norms	69.78	93	92
93	Participate in orientation of new employee	68.91	94	107
102	Apply and/or monitor use of least restrictive restraints or seclusion	68.06	95	95
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	67.05	96	104
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	66.15	97	84
104	Provide resources for end of life and/or beginning of life issues and choices	64.34	98	102
39	Provide information about advance directives	63.60	99	94
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	62.67	100	100
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	62.55	101	98
122	Participate in reminisce therapy, validation therapy or reality orientation	62.55	101	111
113	Monitor compliance with immunization schedule	62.25	103	105
31	Provide input for performance evaluations of other staff	61.96	104	91
19	Monitor client intravenous (IV) site and flow rate	59.72	105	99
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	59.14	106	101
25	Provide care for client drainage device (e.g., wound drain or chest tube)	58.94	107	87
45	Search client belongings when indicated	58.82	108	109
146	Remove a client wound sutures or staples	58.17	109	97
83	Perform care for client before or after surgical procedure	57.93	110	108

Activities Rank Ordered by Percent Performing: Paper				
ID #	Activity	Performed in Setting (%)	Rank (Paper)	Rank (Web)
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	56.52	111	103
27	Provide care for a client tracheostomy	53.72	112	113
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	52.99	113	121
75	Regulate client IV rate	52.62	114	110
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	50.78	115	114
86	Identify and treat a client intravenous (IV) line infiltration	50.58	116	116
92	Follow-up with client/family after discharge	48.00	117	120
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	46.69	118	112
135	Perform venipuncture for blood draws	45.80	119	123
98	Perform telephone triage	45.31	120	134
20	Administer IVPB medications	43.41	121	118
48	Provide care that meets the special needs of young adults aged 19 to 30 years	41.60	122	119
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	40.12	123	122
138	Insert naso-gastric (NG) tube	39.76	124	133
142	Perform check of client pacemaker	39.44	125	132
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	38.61	126	125
70	Provide care to client in traction	38.25	127	124
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	38.17	128	139
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	35.57	129	117
61	Participate in client group session	35.23	130	131
76	Withdraw blood samples from venous access device (VAD)	35.14	131	126
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	32.21	132	136
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	31.71	133	129
54	Perform basic vision screening	31.62	134	138
88	Identify abnormalities on a client cardiac monitor strip	31.20	135	128
87	Provide care to client on ventilator	29.34	136	130
131	Monitor transfusion of blood product	29.15	137	135
77	Perform bladder scan	28.68	138	127
141	Perform an electrocardiogram (EKG/ECG)	27.83	139	137
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	25.35	140	140
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	18.29	141	141
11	Monitor a client postpartum recovery	16.37	142	142
79	Identify signs or symptoms of potential prenatal complication	14.90	143	143
105	Provide care that meets the special needs of the newborn - less than 1 month old	14.00	144	144
46	Perform fetal heart monitoring for client during pregnancy, before labor	9.57	145	146
50	Monitor a client in labor	8.63	146	145
147	Administer phototherapy treatment to newborn	7.86	147	147

## APPENDIX F: ACTIVITIES RANK ORDERED BY PERCENT PERFORMING: WEB

Activities Rank Ordered by Percent Performing: Web				
ID #	Activity	Performed in Setting (%)	Rank (Web)	Rank (Paper)
5	Maintain client confidentiality	100.00	1	1
8	Use universal/standard precautions	100.00	1	2
41	Verify the identity of client	97.87	3	3
97	Provide for privacy needs	97.78	4	5
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	97.56	5	11
18	Follow the rights of medication administration	96.91	6	4
100	Use proper body mechanics	96.32	7	5
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	96.30	8	5
55	Provide emotional support to client/family	96.06	9	15
42	Identify client allergies and intervene as appropriate	95.74	10	9
44	Use aseptic/sterile technique	95.71	11	10
71	Maintain current, accurate medication list or medication administration record (MAR)	95.12	12	12
67	Validate pain utilizing rating scale	95.08	13	16
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	94.95	14	8
1	Use data from various sources in making clinical decisions	94.58	15	13
72	Administer medication by oral route	94.31	16	14
33	Include client in client care decision-making	94.24	17	20
29	Monitor and provide for nutritional needs of client	93.53	18	29
32	Advocate for client rights or needs	93.53	18	27
24	Perform circulatory checks	92.75	20	26
111	Recognize barriers to communication or learning	92.62	21	25
63	Assist in managing the care of angry/agitated client	92.19	22	32
35	Recognize task/assignment you are not prepared to perform and seek assistance	91.37	23	17
64	Assist in the care of the cognitively impaired client	91.34	24	55
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	90.76	25	35
26	Perform wound care and/or dressing change	90.61	26	22
14	Identify client use of effective and ineffective coping mechanisms	90.38	27	41
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	89.97	28	23
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	89.68	29	45
3	Organize and prioritize care for assigned group of clients	89.60	30	46
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	89.26	31	30
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	88.70	32	38
30	Contribute to change made in client plan of care	88.65	33	54
2	Contribute to the development of client plan of care	88.55	34	31
115	Promote client positive self-esteem	88.43	35	18
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	88.10	36	21
6	Use information technology in the delivery of care	88.01	37	56



Activities Rank Ordered by Percent Performing: Web				
ID #	Activity	Performed in Setting (%)	Rank (Web)	Rank (Paper)
129	Collect data on client nutrition or hydration status	87.04	38	19
23	Perform neurological checks	87.00	39	44
126	Intervene to improve client elimination by instituting bowel or bladder management	86.61	40	61
134	Count narcotics/controlled substances	86.24	41	40
78	Monitor diagnostic or laboratory test results	86.18	42	64
95	Take verbal or phone order	85.93	43	34
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	85.32	44	24
99	Evaluate the appropriateness of order for client	85.29	45	37
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	85.21	46	36
15	Identify significant life-style changes and other stressors that may affect recovery	84.98	47	58
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	84.25	48	33
108	Provide care that meets the special needs of clients aged greater than 85 years of age	83.47	49	42
7	Use research when providing care	83.05	50	66
37	Transcribe physician order	82.39	51	49
103	Assist in or re-enforce education to client/family about safety precautions	82.22	52	28
91	Promote client/family self-advocacy	81.34	53	47
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	80.33	54	53
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	80.14	55	62
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	79.67	56	49
56	Provide client/family information about condition, expected prognosis and outcomes	79.53	57	65
112	Assist with teaching coping strategies	78.05	58	71
57	Identify significant body change that may affect recovery	77.17	59	85
127	Provide measures to promote sleep/rest	77.06	60	39
13	Collect data for initial or admission health history	77.05	61	59
117	Explore cause of client behavior	76.47	62	57
74	Phone in client prescriptions to pharmacy	76.42	63	69
119	Explore why client is refusing or not following treatment plan	76.42	63	52
10	Practice principles of ergonomics	76.29	65	92
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	75.93	66	48
34	Participate in education of staff	75.89	67	78
68	Insert urinary catheter	75.61	68	81
89	Make client care or related task assignment	74.81	69	63
38	Obtain client signature on consent form	74.65	70	88
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	74.59	71	74
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	74.29	72	43
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	73.44	73	86
107	Provide care that meets the special needs of adults aged 31 to 64 years	73.39	74	83



Activities Rank Ordered by Percent Performing: Web				
ID #	Activity	Performed in Setting (%)	Rank (Web)	Rank (Paper)
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	72.36	75	91
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	72.36	75	72
36	Discharge client to home or transfer client to another facility	72.34	77	87
53	Collect baseline physical data on admission of client	71.88	78	73
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	70.64	79	51
114	Collect data on client psychological status and ability to cope	69.92	80	67
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	69.72	81	89
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	67.89	82	77
90	Recognize and manage staff conflict through appropriate use of chain of command	67.41	83	70
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	66.39	84	97
120	Assist with coping related to grief and loss	66.39	84	75
94	Report, or intervene to prevent, unsafe practice of health care provider	66.18	86	80
25	Provide care for client drainage device (e.g., wound drain or chest tube)	65.94	87	107
116	Collect data on client potential for violence	64.75	88	84
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	64.49	89	90
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	64.44	90	79
31	Provide input for performance evaluations of other staff	63.83	91	104
109	Compare client development to norms	63.71	92	93
121	Provide care or support for client/family at end of life	62.60	93	82
39	Provide information about advance directives	62.59	94	99
102	Apply and/or monitor use of least restrictive restraints or seclusion	61.76	95	95
144	Provide cooling measures for elevated temperature	61.47	96	60
146	Remove a client wound sutures or staples	60.55	97	109
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	60.16	98	101
19	Monitor client intravenous (IV) site and flow rate	59.66	99	105
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	59.06	100	100
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	58.73	101	106
104	Provide resources for end of life and/or beginning of life issues and choices	58.54	102	98
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	58.50	103	111
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	58.20	104	96
113	Monitor compliance with immunization schedule	56.91	105	103
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	56.72	106	76
93	Participate in orientation of new employee	56.62	107	94
83	Perform care for client before or after surgical procedure	56.20	108	110
45	Search client belongings when indicated	55.12	109	108
75	Regulate client IV rate	54.47	110	114

Activities Rank Ordered by Percent Performing: Web				
ID #	Activity	Performed in Setting (%)	Rank (Web)	Rank (Paper)
122	Participate in reminisce therapy, validation therapy or reality orientation	53.72	111	101
65	Use an alternative/complementary therapy (e.g., acupuncture, music therapy or herbal therapy) in providing client care)	52.10	112	118
27	Provide care for a client tracheostomy	52.00	113	112
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	51.69	114	115
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	50.63	115	68
86	Identify and treat a client intravenous (IV) line infiltration	47.54	116	116
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	46.73	117	129
20	Administer IVPB medications	45.24	118	121
48	Provide care that meets the special needs of young adults aged 19 to 30 years	43.31	119	122
92	Follow-up with client/family after discharge	43.18	120	117
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	43.12	121	113
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	42.64	122	123
135	Perform venipuncture for blood draws	42.59	123	119
70	Provide care to client in traction	41.94	124	127
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	41.13	125	126
76	Withdraw blood samples from venous access device (VAD)	39.84	126	131
77	Perform bladder scan	39.34	127	138
88	Identify abnormalities on a client cardiac monitor strip	38.21	128	135
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	34.88	129	133
87	Provide care to client on ventilator	33.88	130	136
61	Participate in client group session	32.81	131	130
142	Perform check of client pacemaker	32.71	132	125
138	Insert naso-gastric (NG) tube	32.41	133	124
98	Perform telephone triage	32.35	134	120
131	Monitor transfusion of blood product	32.08	135	137
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	30.89	136	132
141	Perform an electrocardiogram (EKG/ECG)	29.36	137	139
54	Perform basic vision screening	27.13	138	134
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	26.85	139	128
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	24.19	140	140
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	20.16	141	141
11	Monitor a client postpartum recovery	19.73	142	142
79	Identify signs or symptoms of potential prenatal complication	18.70	143	143
105	Provide care that meets the special needs of the newborn - less than 1 month old	16.94	144	144
50	Monitor a client in labor	13.95	145	146
46	Perform fetal heart monitoring for client during pregnancy, before labor	13.85	146	145
147	Administer phototherapy treatment to newborn	12.96	147	147

## APPENDIX G: ACTIVITIES RANK ORDERED BY AVERAGE SETTING-SPECIFIC FREQUENCY: PAPER

Activities Rank Ordered by Average Setting-Specific Frequency: Paper				
ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Paper)	Rank (Web)
8	Use universal/standard precautions	4.81	1	1
18	Follow the rights of medication administration	4.74	2	2
5	Maintain client confidentiality	4.57	3	3
71	Maintain current, accurate medication list or medication administration record (MAR)	4.53	4	6
72	Administer medication by oral route	4.49	5	5
41	Verify the identity of client	4.48	6	4
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	4.38	7	11
97	Provide for privacy needs	4.37	8	7
100	Use proper body mechanics	4.31	9	8
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	4.11	10	10
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	4.10	11	9
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.80	12	16
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.79	13	15
81	Evaluate client respiratory status by measuring oxygen (O2) saturation	3.69	14	25
67	Validate pain utilizing rating scale	3.67	15	13
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.57	16	12
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.56	17	19
3	Organize and prioritize care for assigned group of clients	3.50	18	14
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	3.46	19	17
29	Monitor and provide for nutritional needs of client	3.45	20	21
107	Provide care that meets the special needs of adults aged 31 to 64 years	3.36	21	18
134	Count narcotics/controlled substances	3.30	22	23
42	Identify client allergies and intervene as appropriate	3.24	23	29
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.20	24	25
44	Use aseptic/sterile technique	3.19	25	24
129	Collect data on client nutrition or hydration status	3.14	26	39
115	Promote client positive self-esteem	3.07	27	20
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	3.06	28	44
1	Use data from various sources in making clinical decisions	3.05	29	25
37	Transcribe physician order	2.98	30	36
33	Include client in client care decision-making	2.97	31	31
24	Perform circulatory checks	2.96	32	29
32	Advocate for client rights or needs	2.96	32	33
26	Perform wound care and/or dressing change	2.92	34	37
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	2.88	35	109

Activities Rank Ordered by Average Setting-Specific Frequency: Paper				
ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Paper)	Rank (Web)
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	2.88	35	41
64	Assist in the care of the cognitively impaired client	2.87	37	35
6	Use information technology in the delivery of care	2.84	38	22
10	Practice principles of ergonomics	2.84	38	32
89	Make client care or related task assignment	2.83	40	42
127	Provide measures to promote sleep/rest	2.80	41	54
55	Provide emotional support to client/family	2.76	42	43
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	2.72	43	51
95	Take verbal or phone order	2.72	43	47
2	Contribute to the development of client plan of care	2.69	45	45
78	Monitor diagnostic or laboratory test results	2.69	45	45
19	Monitor client intravenous (IV) site and flow rate	2.66	47	25
99	Evaluate the appropriateness of order for client	2.64	48	38
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	2.59	49	50
48	Provide care that meets the special needs of young adults aged 19 to 30 years	2.58	50	65
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	2.55	51	59
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	2.54	52	40
14	Identify client use of effective and ineffective coping mechanisms	2.51	53	51
74	Phone in client prescriptions to pharmacy	2.45	54	75
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	2.42	55	64
7	Use research when providing care	2.34	56	62
13	Collect data for initial or admission health history	2.33	57	62
126	Intervene to improve client elimination by instituting bowel or bladder management	2.33	57	72
15	Identify significant life-style changes and other stressors that may affect recovery	2.32	59	57
63	Assist in managing the care of angry/agitated client	2.32	59	79
111	Recognize barriers to communication or learning	2.30	61	47
109	Compare client development to norms	2.28	62	34
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.25	63	56
103	Assist in or re-enforce education to client/family about safety precautions	2.24	64	49
117	Explore cause of client behavior	2.23	65	60
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	2.23	65	55
91	Promote client/family self-advocacy	2.22	67	57
53	Collect baseline physical data on admission of client	2.20	68	70
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	2.18	69	66
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	2.17	70	70

Activities Rank Ordered by Average Setting-Specific Frequency: Paper				
ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Paper)	Rank (Web)
35	Recognize task/assignment you are not prepared to perform and seek assistance	2.15	71	67
23	Perform neurological checks	2.13	72	67
30	Contribute to change made in client plan of care	2.10	73	69
114	Collect data on client psychological status and ability to cope	2.09	74	74
20	Administer IVPB medications	2.07	75	53
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	2.07	75	60
56	Provide client/family information about condition, expected prognosis and outcomes	2.07	75	80
11	Monitor a client postpartum recovery	2.02	78	85
83	Perform care for client before or after surgical procedure	2.00	79	92
122	Participate in reminisce therapy, validation therapy or reality orientation	1.97	80	83
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	1.89	81	76
34	Participate in education of staff	1.88	82	88
112	Assist with teaching coping strategies	1.88	82	73
75	Regulate client IV rate	1.87	84	78
119	Explore why client is refusing or not following treatment plan	1.87	84	81
102	Apply and/or monitor use of least restrictive restraints or seclusion	1.85	86	83
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	1.84	87	89
31	Provide input for performance evaluations of other staff	1.83	88	104
79	Identify signs or symptoms of potential prenatal complication	1.78	89	96
57	Identify significant body change that may affect recovery	1.77	90	92
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	1.75	91	95
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	1.75	91	106
36	Discharge client to home or transfer client to another facility	1.73	93	87
105	Provide care that meets the special needs of the newborn - less than 1 month old	1.73	93	109
38	Obtain client signature on consent form	1.66	95	77
90	Recognize and manage staff conflict through appropriate use of chain of command	1.66	95	100
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	1.65	97	90
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	1.63	98	105
25	Provide care for client drainage device (e.g., wound drain or chest tube)	1.62	99	85
116	Collect data on client potential for violence	1.62	99	82
27	Provide care for a client tracheostomy	1.61	101	115
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	1.61	101	107
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	1.60	103	131
98	Perform telephone triage	1.59	104	115
113	Monitor compliance with immunization schedule	1.58	105	96
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	1.57	106	127

Activities Rank Ordered by Average Setting-Specific Frequency: Paper				
ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Paper)	Rank (Web)
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	1.55	107	98
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	1.55	107	101
68	Insert urinary catheter	1.52	109	134
141	Perform an electrocardiogram (EKG/ECG)	1.52	109	122
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	1.51	111	94
54	Perform basic vision screening	1.49	112	130
121	Provide care or support for client/family at end of life	1.48	113	102
39	Provide information about advance directives	1.42	114	119
46	Perform fetal heart monitoring for client during pregnancy, before labor	1.41	115	99
50	Monitor a client in labor	1.41	115	137
144	Provide cooling measures for elevated temperature	1.41	115	114
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	1.40	118	121
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	1.36	119	91
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	1.33	120	112
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	1.33	120	111
92	Follow-up with client/family after discharge	1.29	122	117
94	Report, or intervene to prevent, unsafe practice of health care provider	1.29	122	122
104	Provide resources for end of life and/or beginning of life issues and choices	1.28	124	124
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	1.26	125	128
120	Assist with coping related to grief and loss	1.26	125	108
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	1.24	127	103
86	Identify and treat a client intravenous (IV) line infiltration	1.20	128	125
93	Participate in orientation of new employee	1.20	128	132
76	Withdraw blood samples from venous access device (VAD)	1.19	130	137
135	Perform venipuncture for blood draws	1.18	131	118
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	1.18	131	129
77	Perform bladder scan	1.11	133	136
88	Identify abnormalities on a client cardiac monitor strip	1.11	133	133
87	Provide care to client on ventilator	1.08	135	141
45	Search client belongings when indicated	1.07	136	142
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	1.03	137	120
61	Participate in client group session	1.02	138	125
131	Monitor transfusion of blood product	1.01	139	140
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	0.91	140	134
70	Provide care to client in traction	0.86	141	144
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	0.86	141	143

**Activities Rank Ordered by Average Setting-Specific Frequency: Paper**

<b>ID #</b>	<b>Activity</b>	<b>Average Frequency (Setting-Specific) 1-5</b>	<b>Rank (Paper)</b>	<b>Rank (Web)</b>
146	Remove a client wound sutures or staples	0.84	143	139
147	Administer phototherapy treatment to newborn	0.78	144	113
142	Perform check of client pacemaker	0.77	145	145
138	Insert naso-gastric (NG) tube	0.72	146	147
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	0.65	147	146

## APPENDIX H: ACTIVITIES RANK ORDERED BY AVERAGE SETTING-SPECIFIC FREQUENCY: WEB

Activities Rank Ordered by Average Setting-Specific Frequency: Web				
ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Web)	Rank (Paper)
8	Use universal/standard precautions	4.82	1	1
18	Follow the rights of medication administration	4.78	2	2
5	Maintain client confidentiality	4.70	3	3
41	Verify the identity of client	4.58	4	6
72	Administer medication by oral route	4.55	5	5
71	Maintain current, accurate medication list or medication administration record (MAR)	4.50	6	4
97	Provide for privacy needs	4.49	7	8
100	Use proper body mechanics	4.24	8	9
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	4.22	9	11
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	4.10	10	10
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	4.06	11	7
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.81	12	16
67	Validate pain utilizing rating scale	3.78	13	15
3	Organize and prioritize care for assigned group of clients	3.75	14	18
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.70	15	13
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.69	16	12
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	3.53	17	19
107	Provide care that meets the special needs of adults aged 31 to 64 years	3.46	18	21
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.43	19	17
115	Promote client positive self-esteem	3.35	20	27
29	Monitor and provide for nutritional needs of client	3.33	21	20
6	Use information technology in the delivery of care	3.24	22	38
134	Count narcotics/controlled substances	3.22	23	22
44	Use aseptic/sterile technique	3.21	24	25
1	Use data from various sources in making clinical decisions	3.19	25	29
19	Monitor client intravenous (IV) site and flow rate	3.19	25	47
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.19	25	24
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	3.19	25	14
24	Perform circulatory checks	3.15	29	32
42	Identify client allergies and intervene as appropriate	3.15	29	23
33	Include client in client care decision-making	3.13	31	31
10	Practice principles of ergonomics	3.11	32	38
32	Advocate for client rights or needs	3.04	33	32
109	Compare client development to norms	2.99	34	62
64	Assist in the care of the cognitively impaired client	2.98	35	37



## Activities Rank Ordered by Average Setting-Specific Frequency: Web

ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Web)	Rank (Paper)
37	Transcribe physician order	2.97	36	30
26	Perform wound care and/or dressing change	2.95	37	34
99	Evaluate the appropriateness of order for client	2.94	38	48
129	Collect data on client nutrition or hydration status	2.93	39	26
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	2.92	40	52
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	2.84	41	35
89	Make client care or related task assignment	2.83	42	40
55	Provide emotional support to client/family	2.82	43	42
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	2.80	44	28
2	Contribute to the development of client plan of care	2.76	45	45
78	Monitor diagnostic or laboratory test results	2.76	45	45
95	Take verbal or phone order	2.61	47	43
111	Recognize barriers to communication or learning	2.61	47	61
103	Assist in or re-enforce education to client/family about safety precautions	2.57	49	64
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	2.55	50	49
14	Identify client use of effective and ineffective coping mechanisms	2.52	51	53
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	2.52	51	43
20	Administer IVPB medications	2.51	53	75
127	Provide measures to promote sleep/rest	2.50	54	41
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	2.47	55	65
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.46	56	63
15	Identify significant life-style changes and other stressors that may affect recovery	2.45	57	59
91	Promote client/family self-advocacy	2.45	57	67
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	2.44	59	51
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	2.40	60	75
117	Explore cause of client behavior	2.40	60	65
7	Use research when providing care	2.37	62	56
13	Collect data for initial or admission health history	2.37	62	57
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	2.34	64	55
48	Provide care that meets the special needs of young adults aged 19 to 30 years	2.33	65	50
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	2.31	66	69
23	Perform neurological checks	2.29	67	72
35	Recognize task/assignment you are not prepared to perform and seek assistance	2.29	67	71
30	Contribute to change made in client plan of care	2.28	69	73
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	2.25	70	70

Activities Rank Ordered by Average Setting-Specific Frequency: Web				
ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Web)	Rank (Paper)
53	Collect baseline physical data on admission of client	2.25	70	68
126	Intervene to improve client elimination by instituting bowel or bladder management	2.23	72	57
112	Assist with teaching coping strategies	2.22	73	82
114	Collect data on client psychological status and ability to cope	2.17	74	74
74	Phone in client prescriptions to pharmacy	2.14	75	54
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	2.08	76	81
38	Obtain client signature on consent form	2.06	77	95
75	Regulate client IV rate	2.04	78	84
63	Assist in managing the care of angry/agitated client	2.02	79	59
56	Provide client/family information about condition, expected prognosis and outcomes	2.01	80	75
119	Explore why client is refusing or not following treatment plan	2.00	81	84
116	Collect data on client potential for violence	1.99	82	99
102	Apply and/or monitor use of least restrictive restraints or seclusion	1.98	83	86
122	Participate in reminiscence therapy, validation therapy or reality orientation	1.98	83	80
11	Monitor a client postpartum recovery	1.95	85	78
25	Provide care for client drainage device (e.g., wound drain or chest tube)	1.95	85	99
36	Discharge client to home or transfer client to another facility	1.93	87	93
34	Participate in education of staff	1.92	88	82
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	1.90	89	87
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	1.85	90	97
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	1.80	91	119
57	Identify significant body change that may affect recovery	1.79	92	90
83	Perform care for client before or after surgical procedure	1.79	92	79
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	1.78	94	111
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	1.76	95	91
79	Identify signs or symptoms of potential prenatal complication	1.74	96	89
113	Monitor compliance with immunization schedule	1.74	96	105
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	1.73	98	107
46	Perform fetal heart monitoring for client during pregnancy, before labor	1.72	99	115
90	Recognize and manage staff conflict through appropriate use of chain of command	1.71	100	95
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	1.70	101	107
121	Provide care or support for client/family at end of life	1.64	102	113
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	1.63	103	127
31	Provide input for performance evaluations of other staff	1.62	104	88
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	1.61	105	98
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	1.55	106	91

## Activities Rank Ordered by Average Setting-Specific Frequency: Web

ID #	Activity	Average Frequency (Setting-Specific) 1-5	Rank (Web)	Rank (Paper)
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	1.53	107	101
120	Assist with coping related to grief and loss	1.52	108	125
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	1.48	109	35
105	Provide care that meets the special needs of the newborn - less than 1 month old	1.48	109	93
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	1.47	111	120
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	1.44	112	120
147	Administer phototherapy treatment to newborn	1.43	113	144
144	Provide cooling measures for elevated temperature	1.42	114	115
27	Provide care for a client tracheostomy	1.41	115	101
98	Perform telephone triage	1.41	115	104
92	Follow-up with client/family after discharge	1.40	117	122
135	Perform venipuncture for blood draws	1.39	118	131
39	Provide information about advance directives	1.38	119	114
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	1.37	120	137
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	1.34	121	118
94	Report, or intervene to prevent, unsafe practice of health care provider	1.28	122	122
141	Perform an electrocardiogram (EKG/ECG)	1.28	122	109
104	Provide resources for end of life and/or beginning of life issues and choices	1.25	124	124
61	Participate in client group session	1.24	125	138
86	Identify and treat a client intravenous (IV) line infiltration	1.24	125	128
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	1.23	127	106
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	1.22	128	125
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	1.21	129	131
54	Perform basic vision screening	1.20	130	112
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	1.16	131	103
93	Participate in orientation of new employee	1.14	132	128
88	Identify abnormalities on a client cardiac monitor strip	1.13	133	133
68	Insert urinary catheter	1.11	134	109
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	1.11	134	140
77	Perform bladder scan	1.10	136	133
50	Monitor a client in labor	1.06	137	115
76	Withdraw blood samples from venous access device (VAD)	1.06	137	130
146	Remove a client wound sutures or staples	0.98	139	143
131	Monitor transfusion of blood product	0.97	140	139
87	Provide care to client on ventilator	0.95	141	135
45	Search client belongings when indicated	0.89	142	136

**Activities Rank Ordered by Average Setting-Specific Frequency: Web**

<b>ID #</b>	<b>Activity</b>	<b>Average Frequency (Setting-Specific) 1-5</b>	<b>Rank (Web)</b>	<b>Rank (Paper)</b>
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	0.88	143	141
70	Provide care to client in traction	0.71	144	141
142	Perform check of client pacemaker	0.63	145	145
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	0.58	146	147
138	Insert naso-gastric (NG) tube	0.49	147	146

## APPENDIX I: ACTIVITIES RANK ORDERED BY AVERAGE TOTAL GROUP FREQUENCY: PAPER

Activities Rank Ordered by Average Total Group Frequency: Paper				
ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Paper)	Rank (Web)
8	Use universal/standard precautions	4.78	1	1
18	Follow the rights of medication administration	4.65	2	3
5	Maintain client confidentiality	4.55	3	2
41	Verify the identity of client	4.40	4	4
71	Maintain current, accurate medication list or medication administration record (MAR)	4.28	5	7
97	Provide for privacy needs	4.27	6	5
100	Use proper body mechanics	4.21	7	8
72	Administer medication by oral route	4.20	8	6
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	4.02	9	9
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	3.77	10	11
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	3.60	11	10
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.48	12	16
67	Validate pain utilizing rating scale	3.39	13	12
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.39	13	15
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.30	15	18
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	3.27	16	26
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.21	17	13
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.10	18	20
42	Identify client allergies and intervene as appropriate	3.10	18	22
29	Monitor and provide for nutritional needs of client	3.08	20	17
44	Use aseptic/sterile technique	3.04	21	19
3	Organize and prioritize care for assigned group of clients	3.00	22	14
129	Collect data on client nutrition or hydration status	2.89	23	34
134	Count narcotics/controlled substances	2.88	24	30
1	Use data from various sources in making clinical decisions	2.85	25	21
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	2.84	26	29
115	Promote client positive self-esteem	2.83	27	23
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	2.75	28	41
33	Include client in client care decision-making	2.72	29	24
24	Perform circulatory checks	2.66	30	25
26	Perform wound care and/or dressing change	2.65	31	33
32	Advocate for client rights or needs	2.65	31	28
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	2.57	33	35
37	Transcribe physician order	2.55	34	39
55	Provide emotional support to client/family	2.55	34	32
107	Provide care that meets the special needs of adults aged 31 to 64 years	2.52	36	35

Activities Rank Ordered by Average Total Group Frequency: Paper				
ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Paper)	Rank (Web)
127	Provide measures to promote sleep/rest	2.46	37	59
64	Assist in the care of the cognitively impaired client	2.41	38	31
95	Take verbal or phone order	2.41	38	46
2	Contribute to the development of client plan of care	2.40	40	38
6	Use information technology in the delivery of care	2.38	41	27
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	2.33	42	109
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	2.33	42	54
99	Evaluate the appropriateness of order for client	2.32	44	37
89	Make client care or related task assignment	2.31	45	47
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	2.22	46	58
78	Monitor diagnostic or laboratory test results	2.20	47	42
14	Identify client use of effective and ineffective coping mechanisms	2.19	48	45
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	2.15	49	44
63	Assist in managing the care of angry/agitated client	2.07	50	63
111	Recognize barriers to communication or learning	2.07	50	40
10	Practice principles of ergonomics	2.01	52	43
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.00	53	50
103	Assist in or re-enforce education to client/family about safety precautions	2.00	53	48
35	Recognize task/assignment you are not prepared to perform and seek assistance	1.99	55	49
74	Phone in client prescriptions to pharmacy	1.98	56	69
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	1.98	56	66
15	Identify significant life-style changes and other stressors that may affect recovery	1.94	58	50
13	Collect data for initial or admission health history	1.93	59	64
126	Intervene to improve client elimination by instituting bowel or bladder management	1.92	60	59
91	Promote client/family self-advocacy	1.91	61	56
7	Use research when providing care	1.90	62	57
117	Explore cause of client behavior	1.87	63	64
23	Perform neurological checks	1.84	64	55
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	1.82	65	52
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	1.79	66	69
30	Contribute to change made in client plan of care	1.78	67	53
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	1.77	68	67
53	Collect baseline physical data on admission of client	1.74	69	71
114	Collect data on client psychological status and ability to cope	1.69	70	75
56	Provide client/family information about condition, expected prognosis and outcomes	1.68	71	72
19	Monitor client intravenous (IV) site and flow rate	1.59	72	61
109	Compare client development to norms	1.59	72	61
119	Explore why client is refusing or not following treatment plan	1.59	72	74

## Activities Rank Ordered by Average Total Group Frequency: Paper

ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Paper)	Rank (Web)
112	Assist with teaching coping strategies	1.50	75	68
34	Participate in education of staff	1.44	76	76
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	1.39	77	88
90	Recognize and manage staff conflict through appropriate use of chain of command	1.33	78	85
57	Identify significant body change that may affect recovery	1.32	79	78
36	Discharge client to home or transfer client to another facility	1.28	80	77
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	1.27	81	81
102	Apply and/or monitor use of least restrictive restraints or seclusion	1.26	82	82
122	Participate in reminisce therapy, validation therapy or reality orientation	1.24	83	91
38	Obtain client signature on consent form	1.22	84	73
116	Collect data on client potential for violence	1.21	85	79
144	Provide cooling measures for elevated temperature	1.17	86	103
83	Perform care for client before or after surgical procedure	1.16	87	97
68	Insert urinary catheter	1.15	88	106
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	1.15	88	106
31	Provide input for performance evaluations of other staff	1.13	90	92
121	Provide care or support for client/family at end of life	1.12	91	94
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	1.10	92	85
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	1.10	92	92
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	1.10	92	87
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	1.07	95	82
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	1.07	95	84
48	Provide care that meets the special needs of young adults aged 19 to 30 years	1.07	95	97
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	1.04	98	101
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	1.04	98	108
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	1.01	100	102
75	Regulate client IV rate	0.98	101	90
94	Report, or intervene to prevent, unsafe practice of health care provider	0.98	101	105
113	Monitor compliance with immunization schedule	0.98	101	100
120	Assist with coping related to grief and loss	0.98	101	97
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	0.97	105	94
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	0.97	105	113
25	Provide care for client drainage device (e.g., wound drain or chest tube)	0.95	107	80
39	Provide information about advance directives	0.91	108	104
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	0.91	108	94

Activities Rank Ordered by Average Total Group Frequency: Paper				
ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Paper)	Rank (Web)
20	Administer IVPB medications	0.90	110	88
27	Provide care for a client tracheostomy	0.86	111	111
93	Participate in orientation of new employee	0.83	112	114
104	Provide resources for end of life and/or beginning of life issues and choices	0.82	113	111
98	Perform telephone triage	0.72	114	125
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	0.67	115	129
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	0.65	116	114
45	Search client belongings when indicated	0.63	117	123
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	0.63	117	122
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	0.62	119	109
92	Follow-up with client/family after discharge	0.62	119	117
86	Identify and treat a client intravenous (IV) line infiltration	0.61	121	119
135	Perform venipuncture for blood draws	0.54	122	119
146	Remove a client wound sutures or staples	0.49	123	118
54	Perform basic vision screening	0.47	124	137
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	0.47	124	125
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	0.43	126	116
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	0.43	126	135
76	Withdraw blood samples from venous access device (VAD)	0.42	128	129
141	Perform an electrocardiogram (EKG/ECG)	0.42	128	133
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	0.40	130	124
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	0.40	130	121
61	Participate in client group session	0.36	132	131
88	Identify abnormalities on a client cardiac monitor strip	0.34	133	127
11	Monitor a client postpartum recovery	0.33	134	133
70	Provide care to client in traction	0.33	134	141
77	Perform bladder scan	0.32	136	127
87	Provide care to client on ventilator	0.32	136	139
142	Perform check of client pacemaker	0.30	138	144
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	0.30	138	131
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	0.29	140	135
131	Monitor transfusion of blood product	0.29	140	140
138	Insert naso-gastric (NG) tube	0.29	140	146
79	Identify signs or symptoms of potential prenatal complication	0.26	143	137
105	Provide care that meets the special needs of the newborn - less than 1 month old	0.24	144	142
46	Perform fetal heart monitoring for client during pregnancy, before labor	0.13	145	143
50	Monitor a client in labor	0.12	146	147
147	Administer phototherapy treatment to newborn	0.06	147	145



## APPENDIX J: ACTIVITIES RANK ORDERED BY AVERAGE TOTAL GROUP FREQUENCY: WEB

Activities Rank Ordered by Average Total Group Frequency: Web				
ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Web)	Rank (Paper)
8	Use universal/standard precautions	4.82	1	1
5	Maintain client confidentiality	4.70	2	3
18	Follow the rights of medication administration	4.63	3	2
41	Verify the identity of client	4.48	4	4
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	4.39	5	6
72	Administer medication by oral route	4.29	6	8
70	Provide care to client in traction	4.28	7	5
100	Use proper body mechanics	4.09	8	7
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	3.94	9	9
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	3.74	10	11
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	3.64	11	10
67	Validate pain utilizing rating scale	3.59	12	13
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.43	13	17
3	Organize and prioritize care for assigned group of clients	3.36	14	22
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.35	15	13
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.25	16	12
29	Monitor and provide for nutritional needs of client	3.12	17	20
107	Provide care that meets the special needs of adults aged 31 to 64 years	3.09	18	15
44	Use aseptic/sterile technique	3.07	19	21
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.03	20	18
1	Use data from various sources in making clinical decisions	3.02	21	25
42	Identify client allergies and intervene as appropriate	3.01	22	18
115	Promote client positive self-esteem	2.96	23	27
33	Include client in client care decision-making	2.95	24	29
24	Perform circulatory checks	2.92	25	30
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	2.89	26	16
6	Use information technology in the delivery of care	2.85	27	41
32	Advocate for client rights or needs	2.84	28	31
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	2.83	29	26
134	Count narcotics/controlled substances	2.78	30	24
63	Assist in managing the care of angry/agitated client	2.72	31	38
55	Provide emotional support to client/family	2.71	32	34
26	Perform wound care and/or dressing change	2.67	33	31
129	Collect data on client nutrition or hydration status	2.55	34	23

Activities Rank Ordered by Average Total Group Frequency: Web				
ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Web)	Rank (Paper)
83	Perform care for client before or after surgical procedure	2.54	35	33
107	Provide care that meets the special needs of clients aged greater than 85 years of age	2.54	35	36
99	Evaluate the appropriateness of order for client	2.51	37	44
2	Contribute to the development of client plan of care	2.45	38	40
37	Transcribe physician order	2.44	39	34
111	Recognize barriers to communication or learning	2.42	40	50
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	2.39	41	28
78	Monitor diagnostic or laboratory test results	2.38	42	47
10	Practice principles of ergonomics	2.37	43	52
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	2.34	44	49
14	Identify client use of effective and ineffective coping mechanisms	2.28	45	48
94	Report, or intervene to prevent, unsafe practice of health care provider	2.24	46	38
89	Make client care or related task assignment	2.12	47	45
102	Apply and/or monitor use of least restrictive restraints or seclusion	2.11	48	53
35	Recognize task/assignment you are not prepared to perform and seek assistance	2.09	49	55
15	Identify significant life-style changes and other stressors that may affect recovery	2.08	50	58
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.08	50	53
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	2.05	52	65
30	Contribute to change made in client plan of care	2.02	53	67
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	2.01	54	42
23	Perform neurological checks	2.00	55	64
91	Promote client/family self-advocacy	1.99	56	61
7	Use research when providing care	1.97	57	62
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	1.94	58	46
126	Intervene to improve client elimination by instituting bowel or bladder management	1.93	59	60
127	Provide measures to promote sleep/rest	1.93	59	37
19	Monitor client intravenous (IV) site and flow rate	1.90	61	72
107	Compare client development to norms	1.90	61	72
63	Assist in the care of the cognitively impaired client	1.86	63	50
13	Collect data for initial or admission health history	1.83	64	59
117	Explore cause of client behavior	1.83	64	63
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	1.82	66	56
122	Participate in reminiscence therapy, validation therapy or reality orientation	1.79	67	68
112	Assist with teaching coping strategies	1.73	68	75
73	Phone in client prescriptions to pharmacy	1.63	69	56
132	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	1.63	69	66

## Activities Rank Ordered by Average Total Group Frequency: Web

ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Web)	Rank (Paper)
53	Collect baseline physical data on admission of client	1.62	71	69
56	Provide client/family information about condition, expected prognosis and outcomes	1.60	72	71
38	Obtain client signature on consent form	1.54	73	84
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	1.53	74	72
114	Collect data on client psychological status and ability to cope	1.52	75	70
34	Participate in education of staff	1.45	76	76
36	Discharge client to home or transfer client to another facility	1.40	77	80
56	Identify significant body change that may affect recovery	1.38	78	79
116	Collect data on client potential for violence	1.29	79	85
25	Provide care for client drainage device (e.g., wound drain or chest tube)	1.28	80	107
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	1.26	81	81
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	1.22	82	95
102	Assist in or re-enforce education to client/family about safety precautions	1.22	82	82
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	1.21	84	95
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	1.16	85	92
89	Recognize and manage staff conflict through appropriate use of chain of command	1.16	85	78
130	Monitor transfusion of blood product	1.15	87	92
20	Administer IVPB medications	1.14	88	110
135	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	1.14	88	77
75	Regulate client IV rate	1.11	90	101
122	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	1.07	91	83
30	Provide input for performance evaluations of other staff	1.04	92	90
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	1.04	92	92
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	1.02	94	108
58	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	1.02	94	105
121	Provide care or support for client/family at end of life	1.02	94	91
48	Provide care that meets the special needs of young adults aged 19 to 30 years	1.01	97	95
83	Identify/intervene to control signs of hypoglycemia or hyperglycemia	1.01	97	87
120	Assist with coping related to grief and loss	1.01	97	101
113	Monitor compliance with immunization schedule	0.99	100	101
61	Participate in client group session	0.98	101	98
96	Provide for privacy needs	0.95	102	100
144	Provide cooling measures for elevated temperature	0.87	103	86
39	Provide information about advance directives	0.86	104	108
94	Take verbal or phone order	0.85	105	101

Activities Rank Ordered by Average Total Group Frequency: Web				
ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Web)	Rank (Paper)
68	Insert urinary catheter	0.84	106	88
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	0.84	106	88
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	0.82	108	98
63	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	0.75	109	119
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	0.75	109	42
27	Provide care for a client tracheostomy	0.73	111	111
104	Provide resources for end of life and/or beginning of life issues and choices	0.73	111	113
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	0.69	113	105
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	0.65	114	116
92	Follow-up with client/family after discharge	0.65	114	112
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	0.63	116	126
92	Participate in orientation of new employee	0.61	117	119
146	Remove a client wound sutures or staples	0.60	118	123
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	0.59	119	121
135	Perform venipuncture for blood draws	0.59	119	122
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	0.56	121	130
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	0.52	122	117
45	Search client belongings when indicated	0.49	123	117
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	0.47	124	130
96	Perform telephone triage	0.46	125	114
105	Provide care that meets the special needs of the newborn - less than 1 month old	0.46	125	124
77	Perform bladder scan	0.43	127	136
88	Identify abnormalities on a client cardiac monitor strip	0.43	127	133
76	Withdraw blood samples from venous access device (VAD)	0.42	129	128
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	0.42	129	115
61	Make adjustment to care with consideration of client spiritual or cultural beliefs	0.41	131	132
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	0.41	131	138
11	Monitor a client postpartum recovery	0.38	133	134
141	Perform an electrocardiogram (EKG/ECG)	0.38	133	128
85	Identify and treat a client intravenous (IV) line infiltration	0.34	135	126
118	Explore why client is refusing or not following treatment plan	0.34	135	140
54	Perform basic vision screening	0.33	137	124
79	Identify signs or symptoms of potential prenatal complication	0.33	137	143
87	Provide care to client on ventilator	0.32	139	136
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	0.31	140	140

## Activities Rank Ordered by Average Total Group Frequency: Web

ID #	Activity	Average Frequency (Total Group) 1-5	Rank (Web)	Rank (Paper)
70	Maintain current, accurate medication list or medication administration record (MAR)	0.30	141	134
105	Provide care that meets the special needs of adolescents aged 13 to 18 years	0.25	142	144
46	Perform fetal heart monitoring for client during pregnancy, before labor	0.24	143	145
142	Perform check of client pacemaker	0.21	144	138
147	Administer phototherapy treatment to newborn	0.19	145	147
138	Insert naso-gastric (NG) tube	0.16	146	140
50	Monitor a client in labor	0.15	147	146

## APPENDIX K: ACTIVITIES RANK ORDERED BY AVERAGE SETTING-SPECIFIC PRIORITY: PAPER

Activities Rank Ordered by Average Setting-Specific Priority: Paper				
ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Paper)	Rank (Web)
18	Follow the rights of medication administration	3.93	1	1
8	Use universal/standard precautions	3.86	2	2
71	Maintain current, accurate medication list or medication administration record (MAR)	3.84	3	4
41	Verify the identity of client	3.83	4	5
5	Maintain client confidentiality	3.74	5	6
44	Use aseptic/sterile technique	3.72	6	7
72	Administer medication by oral route	3.67	7	8
42	Identify client allergies and intervene as appropriate	3.64	8	17
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	3.62	9	13
134	Count narcotics/controlled substances	3.62	9	14
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	3.59	11	29
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	3.57	12	34
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	3.56	13	11
97	Provide for privacy needs	3.56	13	16
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	3.55	15	21
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	3.55	15	28
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	3.55	15	25
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.54	18	15
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	3.52	19	17
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.50	20	22
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	3.50	20	19
100	Use proper body mechanics	3.49	22	33
67	Validate pain utilizing rating scale	3.47	23	22
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.44	24	20
19	Monitor client intravenous (IV) site and flow rate	3.42	25	32
50	Monitor a client in labor	3.42	25	82
87	Provide care to client on ventilator	3.41	27	11
32	Advocate for client rights or needs	3.40	28	30
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	3.39	29	24
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	3.39	29	68
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	3.38	31	41

## Activities Rank Ordered by Average Setting-Specific Priority: Paper

ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Paper)	Rank (Web)
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	3.37	32	101
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	3.37	32	53
105	Provide care that meets the special needs of the newborn - less than 1 month old	3.36	34	132
37	Transcribe physician order	3.35	35	26
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.35	35	48
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	3.34	37	46
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	3.34	37	74
83	Perform care for client before or after surgical procedure	3.32	39	52
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.31	40	39
35	Recognize task/assignment you are not prepared to perform and seek assistance	3.31	40	30
86	Identify and treat a client intravenous (IV) line infiltration	3.30	42	34
95	Take verbal or phone order	3.30	42	43
33	Include client in client care decision-making	3.29	44	26
75	Regulate client IV rate	3.29	44	58
79	Identify signs or symptoms of potential prenatal complication	3.29	44	10
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	3.29	44	139
24	Perform circulatory checks	3.28	48	43
53	Collect baseline physical data on admission of client	3.28	48	37
94	Report, or intervene to prevent, unsafe practice of health care provider	3.28	48	37
107	Provide care that meets the special needs of adults aged 31 to 64 years	3.28	48	70
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	3.26	52	42
129	Collect data on client nutrition or hydration status	3.25	53	69
20	Administer IVPB medications	3.24	54	50
46	Perform fetal heart monitoring for client during pregnancy, before labor	3.24	54	46
78	Monitor diagnostic or laboratory test results	3.24	54	53
88	Identify abnormalities on a client cardiac monitor strip	3.24	54	36
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	3.24	54	96
74	Phone in client prescriptions to pharmacy	3.23	59	62
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	3.23	59	112
48	Provide care that meets the special needs of young adults aged 19 to 30 years	3.22	61	39
55	Provide emotional support to client/family	3.22	61	53
26	Perform wound care and/or dressing change	3.21	63	58
27	Provide care for a client tracheostomy	3.21	63	71
23	Perform neurological checks	3.20	65	66
99	Evaluate the appropriateness of order for client	3.20	65	45

Activities Rank Ordered by Average Setting-Specific Priority: Paper				
ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Paper)	Rank (Web)
29	Monitor and provide for nutritional needs of client	3.19	67	62
3	Organize and prioritize care for assigned group of clients	3.18	68	62
103	Assist in or re-enforce education to client/family about safety precautions	3.18	68	53
63	Assist in managing the care of angry/agitated client	3.17	70	53
144	Provide cooling measures for elevated temperature	3.17	70	118
13	Collect data for initial or admission health history	3.16	72	74
38	Obtain client signature on consent form	3.16	72	48
121	Provide care or support for client/family at end of life	3.16	72	87
64	Assist in the care of the cognitively impaired client	3.15	75	50
115	Promote client positive self-esteem	3.15	75	60
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	3.13	77	93
131	Monitor transfusion of blood product	3.12	78	134
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	3.08	79	78
116	Collect data on client potential for violence	3.08	79	78
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	3.07	81	60
102	Apply and/or monitor use of least restrictive restraints or seclusion	3.06	82	78
126	Intervene to improve client elimination by instituting bowel or bladder management	3.06	82	9
56	Provide client/family information about condition, expected prognosis and outcomes	3.05	84	71
119	Explore why client is refusing or not following treatment plan	3.05	84	91
57	Identify significant body change that may affect recovery	3.04	86	71
127	Provide measures to promote sleep/rest	3.03	87	114
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	3.02	88	66
1	Use data from various sources in making clinical decisions	3.01	89	98
111	Recognize barriers to communication or learning	3.01	89	85
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	3.00	91	127
68	Insert urinary catheter	3.00	91	83
117	Explore cause of client behavior	3.00	91	100
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	2.99	94	130
25	Provide care for client drainage device (e.g., wound drain or chest tube)	2.97	95	89
91	Promote client/family self-advocacy	2.94	96	91
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	2.93	97	74
2	Contribute to the development of client plan of care	2.92	98	112
120	Assist with coping related to grief and loss	2.92	98	121
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	2.91	100	87
142	Perform check of client pacemaker	2.91	100	145
15	Identify significant life-style changes and other stressors that may affect recovery	2.90	102	106
14	Identify client use of effective and ineffective coping mechanisms	2.89	103	95
34	Participate in education of staff	2.89	103	97
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	2.89	103	98



## Activities Rank Ordered by Average Setting-Specific Priority: Paper

ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Paper)	Rank (Web)
76	Withdraw blood samples from venous access device (VAD)	2.89	103	101
112	Assist with teaching coping strategies	2.89	103	109
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.88	108	85
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	2.88	108	77
89	Make client care or related task assignment	2.88	108	122
114	Collect data on client psychological status and ability to cope	2.87	111	120
39	Provide information about advance directives	2.86	112	90
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	2.85	113	101
30	Contribute to change made in client plan of care	2.85	113	81
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	2.85	113	136
10	Practice principles of ergonomics	2.84	116	109
54	Perform basic vision screening	2.84	116	128
138	Insert naso-gastric (NG) tube	2.84	116	143
11	Monitor a client postpartum recovery	2.83	119	106
113	Monitor compliance with immunization schedule	2.82	120	122
135	Perform venipuncture for blood draws	2.82	120	105
70	Provide care to client in traction	2.81	122	101
104	Provide resources for end of life and/or beginning of life issues and choices	2.81	122	94
141	Perform an electrocardiogram (EKG/ECG)	2.81	122	144
109	Compare client development to norms	2.80	125	106
122	Participate in reminisce therapy, validation therapy or reality orientation	2.77	126	125
7	Use research when providing care	2.76	127	125
6	Use information technology in the delivery of care	2.74	128	109
36	Discharge client to home or transfer client to another facility	2.73	129	117
77	Perform bladder scan	2.73	129	84
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	2.73	129	2
90	Recognize and manage staff conflict through appropriate use of chain of command	2.71	132	124
147	Administer phototherapy treatment to newborn	2.71	132	147
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	2.69	134	65
98	Perform telephone triage	2.65	135	129
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	2.64	136	132
146	Remove a client wound sutures or staples	2.64	136	141
93	Participate in orientation of new employee	2.62	138	116
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	2.61	139	138
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	2.60	140	137
31	Provide input for performance evaluations of other staff	2.58	141	130
92	Follow-up with client/family after discharge	2.56	142	135

**Activities Rank Ordered by Average Setting-Specific Priority: Paper**

ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Paper)	Rank (Web)
65	Use an alternative/complementary therapy (e.g., acupuncture, music therapy or herbal therapy) in providing client care)	2.48	143	114
61	Participate in client group session	2.44	144	118
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	2.44	144	141
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	2.37	146	140
45	Search client belongings when indicated	2.35	147	146

## APPENDIX L: ACTIVITIES RANK ORDERED BY AVERAGE SETTING-SPECIFIC PRIORITY: WEB

Activities Rank Ordered by Average Setting-Specific Priority: Web				
ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Web)	Rank (Paper)
18	Follow the rights of medication administration	3.93	1	1
8	Use universal/standard precautions	3.88	2	2
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	3.88	2	129
71	Maintain current, accurate medication list or medication administration record (MAR)	3.86	4	3
41	Verify the identity of client	3.80	5	4
5	Maintain client confidentiality	3.77	6	5
44	Use aseptic/sterile technique	3.76	7	6
72	Administer medication by oral route	3.72	8	7
126	Intervene to improve client elimination by instituting bowel or bladder management	3.70	9	82
79	Identify signs or symptoms of potential prenatal complication	3.69	10	44
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	3.68	11	13
87	Provide care to client on ventilator	3.68	11	27
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	3.67	13	9
134	Count narcotics/controlled substances	3.66	14	9
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.64	15	18
97	Provide for privacy needs	3.63	16	13
42	Identify client allergies and intervene as appropriate	3.62	17	8
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	3.62	17	19
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	3.59	19	20
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.58	20	24
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	3.55	21	15
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.52	22	20
67	Validate pain utilizing rating scale	3.52	22	23
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	3.51	24	29
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	3.49	25	15
33	Include client in client care decision-making	3.47	26	44
37	Transcribe physician order	3.47	26	35
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	3.46	28	15
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	3.44	29	11
32	Advocate for client rights or needs	3.43	30	28
35	Recognize task/assignment you are not prepared to perform and seek assistance	3.43	30	40
19	Monitor client intravenous (IV) site and flow rate	3.42	32	25
100	Use proper body mechanics	3.41	33	22
86	Identify and treat a client intravenous (IV) line infiltration	3.39	34	42

Activities Rank Ordered by Average Setting-Specific Priority: Web				
ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Web)	Rank (Paper)
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	3.39	34	12
88	Identify abnormalities on a client cardiac monitor strip	3.38	36	54
53	Collect baseline physical data on admission of client	3.37	37	48
94	Report, or intervene to prevent, unsafe practice of health care provider	3.37	37	48
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.36	39	40
48	Provide care that meets the special needs of young adults aged 19 to 30 years	3.36	39	61
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	3.35	41	31
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	3.34	42	52
24	Perform circulatory checks	3.33	43	48
95	Take verbal or phone order	3.33	43	42
99	Evaluate the appropriateness of order for client	3.32	45	65
46	Perform fetal heart monitoring for client during pregnancy, before labor	3.30	46	54
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	3.30	46	37
38	Obtain client signature on consent form	3.29	48	72
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.29	48	35
20	Administer IVPB medications	3.28	50	54
64	Assist in the care of the cognitively impaired client	3.28	50	75
83	Perform care for client before or after surgical procedure	3.27	52	39
55	Provide emotional support to client/family	3.26	53	61
63	Assist in managing the care of angry/agitated client	3.26	53	70
78	Monitor diagnostic or laboratory test results	3.26	53	54
103	Assist in or re-enforce education to client/family about safety precautions	3.26	53	68
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	3.26	53	32
26	Perform wound care and/or dressing change	3.25	58	63
75	Regulate client IV rate	3.25	58	44
115	Promote client positive self-esteem	3.23	60	75
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	3.23	60	81
3	Organize and prioritize care for assigned group of clients	3.22	62	68
29	Monitor and provide for nutritional needs of client	3.22	62	67
74	Phone in client prescriptions to pharmacy	3.22	62	59
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	3.21	65	134
23	Perform neurological checks	3.20	66	65
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	3.20	66	88
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	3.19	68	29
129	Collect data on client nutrition or hydration status	3.17	69	53
107	Provide care that meets the special needs of adults aged 31 to 64 years	3.16	70	48

## Activities Rank Ordered by Average Setting-Specific Priority: Web

ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Web)	Rank (Paper)
27	Provide care for a client tracheostomy	3.15	71	63
56	Provide client/family information about condition, expected prognosis and outcomes	3.15	71	84
57	Identify significant body change that may affect recovery	3.15	71	86
13	Collect data for initial or admission health history	3.14	74	72
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	3.14	74	97
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	3.14	74	37
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	3.12	77	108
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	3.11	78	79
102	Apply and/or monitor use of least restrictive restraints or seclusion	3.11	78	82
116	Collect data on client potential for violence	3.11	78	79
30	Contribute to change made in client plan of care	3.10	81	113
50	Monitor a client in labor	3.09	82	25
68	Insert urinary catheter	3.08	83	91
77	Perform bladder scan	3.07	84	129
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	3.06	85	108
111	Recognize barriers to communication or learning	3.06	85	89
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	3.05	87	100
121	Provide care or support for client/family at end of life	3.05	87	72
25	Provide care for client drainage device (e.g., wound drain or chest tube)	3.04	89	95
39	Provide information about advance directives	3.03	90	112
91	Promote client/family self-advocacy	3.02	91	96
119	Explore why client is refusing or not following treatment plan	3.02	91	84
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	3.01	93	77
104	Provide resources for end of life and/or beginning of life issues and choices	3.00	94	122
14	Identify client use of effective and ineffective coping mechanisms	2.99	95	103
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	2.98	96	54
34	Participate in education of staff	2.97	97	103
1	Use data from various sources in making clinical decisions	2.96	98	89
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	2.96	98	103
117	Explore cause of client behavior	2.95	100	91
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	2.93	101	113
70	Provide care to client in traction	2.93	101	122
76	Withdraw blood samples from venous access device (VAD)	2.93	101	103
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	2.93	101	32
135	Perform venipuncture for blood draws	2.91	105	120
11	Monitor a client postpartum recovery	2.89	106	119

Activities Rank Ordered by Average Setting-Specific Priority: Web				
ID #	Activity	Average Priority (Setting-Specific) 1-4	Rank (Web)	Rank (Paper)
15	Identify significant life-style changes and other stressors that may affect recovery	2.89	106	102
109	Compare client development to norms	2.89	106	125
6	Use information technology in the delivery of care	2.88	109	128
10	Practice principles of ergonomics	2.88	109	116
112	Assist with teaching coping strategies	2.88	109	103
2	Contribute to the development of client plan of care	2.87	112	98
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	2.87	112	59
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	2.86	114	143
127	Provide measures to promote sleep/rest	2.86	114	87
93	Participate in orientation of new employee	2.85	116	138
36	Discharge client to home or transfer client to another facility	2.84	117	129
61	Participate in client group session	2.83	118	144
144	Provide cooling measures for elevated temperature	2.83	118	70
114	Collect data on client psychological status and ability to cope	2.82	120	111
120	Assist with coping related to grief and loss	2.81	121	98
89	Make client care or related task assignment	2.80	122	108
113	Monitor compliance with immunization schedule	2.80	122	120
90	Recognize and manage staff conflict through appropriate use of chain of command	2.79	124	132
7	Use research when providing care	2.77	125	127
122	Participate in reminisce therapy, validation therapy or reality orientation	2.77	125	126
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	2.76	127	91
54	Perform basic vision screening	2.73	128	116
98	Perform telephone triage	2.71	129	135
31	Provide input for performance evaluations of other staff	2.68	130	141
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	2.68	130	94
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	2.67	132	136
105	Provide care that meets the special needs of the newborn - less than 1 month old	2.67	132	34
131	Monitor transfusion of blood product	2.65	134	78
92	Follow-up with client/family after discharge	2.61	135	142
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	2.59	136	113
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	2.55	137	140
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	2.51	138	139
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	2.50	139	44
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	2.41	140	146
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	2.37	141	144
146	Remove a client wound sutures or staples	2.37	141	136
138	Insert naso-gastric (NG) tube	2.36	143	116

**Activities Rank Ordered by Average Setting-Specific Priority: Web**

<b>ID #</b>	<b>Activity</b>	<b>Average Priority (Setting-Specific) 1-4</b>	<b>Rank (Web)</b>	<b>Rank (Paper)</b>
141	Perform an electrocardiogram (EKG/ECG)	2.33	144	122
142	Perform check of client pacemaker	2.31	145	100
45	Search client belongings when indicated	2.23	146	147
147	Administer phototherapy treatment to newborn	2.00	147	132

## APPENDIX M: ACTIVITIES RANK ORDERED BY AVERAGE TOTAL GROUP PRIORITY: PAPER

Activities Rank Ordered by Average Total Group Priority: Paper				
ID #	Activity	Average Priority (Total Group) 1-4	Rank (Paper)	Rank (Web)
18	Follow the rights of medication administration	3.92	1	1
8	Use universal/standard precautions	3.86	2	2
41	Verify the identity of client	3.82	3	5
71	Maintain current, accurate medication list or medication administration record (MAR)	3.81	4	3
5	Maintain client confidentiality	3.74	5	6
44	Use aseptic/sterile technique	3.71	6	8
42	Identify client allergies and intervene as appropriate	3.64	7	11
72	Administer medication by oral route	3.62	8	9
97	Provide for privacy needs	3.55	9	10
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	3.53	10	17
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.52	11	13
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	3.52	11	13
134	Count narcotics/controlled substances	3.51	13	11
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.49	14	19
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	3.49	14	16
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	3.48	16	29
81	Evaluate client respiratory status by measuring oxygen (O <sub>2</sub> ) saturation	3.47	17	25
100	Use proper body mechanics	3.47	17	28
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	3.46	19	31
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	3.46	19	38
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	3.44	21	24
67	Validate pain utilizing rating scale	3.44	21	20
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	3.43	23	15
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.38	24	18
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	3.35	25	21
32	Advocate for client rights or needs	3.32	26	23
35	Recognize task/assignment you are not prepared to perform and seek assistance	3.29	27	27
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	3.28	28	41
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.26	29	44
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.25	30	33
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	3.25	30	44



## Activities Rank Ordered by Average Total Group Priority: Paper

ID #	Activity	Average Priority (Total Group) 1-4	Rank (Paper)	Rank (Web)
33	Include client in client care decision-making	3.24	32	21
37	Transcribe physician order	3.24	32	30
95	Take verbal or phone order	3.24	32	38
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	3.23	35	26
24	Perform circulatory checks	3.22	36	32
129	Collect data on client nutrition or hydration status	3.20	37	44
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	3.18	38	70
55	Provide emotional support to client/family	3.17	39	34
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	3.17	39	63
26	Perform wound care and/or dressing change	3.16	41	44
94	Report, or intervene to prevent, unsafe practice of health care provider	3.16	41	49
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	3.16	41	65
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	3.16	41	58
99	Evaluate the appropriateness of order for client	3.15	45	36
29	Monitor and provide for nutritional needs of client	3.14	46	42
53	Collect baseline physical data on admission of client	3.14	46	34
23	Perform neurological checks	3.13	48	49
63	Assist in managing the care of angry/agitated client	3.13	48	38
74	Phone in client prescriptions to pharmacy	3.13	48	58
107	Provide care that meets the special needs of adults aged 31 to 64 years	3.13	48	67
115	Promote client positive self-esteem	3.13	48	49
103	Assist in or re-enforce education to client/family about safety precautions	3.12	53	44
3	Organize and prioritize care for assigned group of clients	3.11	54	52
78	Monitor diagnostic or laboratory test results	3.10	55	43
64	Assist in the care of the cognitively impaired client	3.08	56	36
13	Collect data for initial or admission health history	3.07	57	66
144	Provide cooling measures for elevated temperature	3.07	57	78
83	Perform care for client before or after surgical procedure	3.06	59	80
19	Monitor client intravenous (IV) site and flow rate	3.05	60	64
38	Obtain client signature on consent form	3.02	61	54
121	Provide care or support for client/family at end of life	3.02	61	86
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	3.02	61	90
56	Provide client/family information about condition, expected prognosis and outcomes	2.99	64	55
1	Use data from various sources in making clinical decisions	2.98	65	70
119	Explore why client is refusing or not following treatment plan	2.98	65	77
111	Recognize barriers to communication or learning	2.97	67	58
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	2.97	67	52

Activities Rank Ordered by Average Total Group Priority: Paper				
ID #	Activity	Average Priority (Total Group) 1-4	Rank (Paper)	Rank (Web)
126	Intervene to improve client elimination by instituting bowel or bladder management	2.97	67	7
86	Identify and treat a client intravenous (IV) line infiltration	2.96	70	96
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	2.96	70	72
116	Collect data on client potential for violence	2.96	70	74
127	Provide measures to promote sleep/rest	2.96	70	90
75	Regulate client IV rate	2.95	74	90
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	2.93	75	120
57	Identify significant body change that may affect recovery	2.92	76	58
117	Explore cause of client behavior	2.91	77	80
2	Contribute to the development of client plan of care	2.88	78	86
91	Promote client/family self-advocacy	2.88	78	73
68	Insert urinary catheter	2.87	80	80
27	Provide care for a client tracheostomy	2.86	81	84
15	Identify significant life-style changes and other stressors that may affect recovery	2.84	82	90
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.84	82	68
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	2.84	82	104
14	Identify client use of effective and ineffective coping mechanisms	2.83	85	69
120	Assist with coping related to grief and loss	2.83	85	103
102	Apply and/or monitor use of least restrictive restraints or seclusion	2.82	87	98
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	2.81	88	58
112	Assist with teaching coping strategies	2.81	88	86
114	Collect data on client psychological status and ability to cope	2.81	88	99
30	Contribute to change made in client plan of care	2.80	91	57
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	2.78	92	56
87	Provide care to client on ventilator	2.77	93	74
89	Make client care or related task assignment	2.77	93	104
34	Participate in education of staff	2.76	95	90
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	2.76	95	76
88	Identify abnormalities on a client cardiac monitor strip	2.75	97	89
25	Provide care for client drainage device (e.g., wound drain or chest tube)	2.74	98	83
48	Provide care that meets the special needs of young adults aged 19 to 30 years	2.73	99	78
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	2.72	100	113
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	2.70	101	112
39	Provide information about advance directives	2.69	102	102
20	Administer IVPB medications	2.68	103	107
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	2.67	104	99
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	2.67	104	84

## Activities Rank Ordered by Average Total Group Priority: Paper

ID #	Activity	Average Priority (Total Group) 1-4	Rank (Paper)	Rank (Web)
109	Compare client development to norms	2.67	104	115
10	Practice principles of ergonomics	2.66	107	106
6	Use information technology in the delivery of care	2.65	108	90
7	Use research when providing care	2.64	109	107
90	Recognize and manage staff conflict through appropriate use of chain of command	2.63	110	114
104	Provide resources for end of life and/or beginning of life issues and choices	2.63	110	107
131	Monitor transfusion of blood product	2.63	110	97
36	Discharge client to home or transfer client to another facility	2.62	113	101
113	Monitor compliance with immunization schedule	2.62	113	118
122	Participate in reminiscence therapy, validation therapy or reality orientation	2.56	115	123
142	Perform check of client pacemaker	2.55	116	123
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	2.49	117	127
135	Perform venipuncture for blood draws	2.49	117	107
76	Withdraw blood samples from venous access device (VAD)	2.47	119	116
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	2.47	119	111
146	Remove a client wound sutures or staples	2.47	119	127
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	2.46	122	140
138	Insert naso-gastric (NG) tube	2.46	122	123
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	2.43	124	132
93	Participate in orientation of new employee	2.43	124	130
98	Perform telephone triage	2.39	126	140
70	Provide care to client in traction	2.38	127	119
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	2.35	128	137
31	Provide input for performance evaluations of other staff	2.34	129	131
79	Identify signs or symptoms of potential prenatal complication	2.34	129	123
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	2.32	131	3
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	2.31	132	135
141	Perform an electrocardiogram (EKG/ECG)	2.31	132	122
54	Perform basic vision screening	2.28	134	142
92	Follow-up with client/family after discharge	2.27	135	139
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	2.24	136	116
46	Perform fetal heart monitoring for client during pregnancy, before labor	2.23	137	137
105	Provide care that meets the special needs of the newborn - less than 1 month old	2.22	138	144
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	2.21	139	127
77	Perform bladder scan	2.21	139	120
45	Search client belongings when indicated	2.20	141	145
50	Monitor a client in labor	2.14	142	134
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	2.05	143	143

**Activities Rank Ordered by Average Total Group Priority: Paper**

<b>ID #</b>	<b>Activity</b>	<b>Average Priority (Total Group) 1-4</b>	<b>Rank (Paper)</b>	<b>Rank (Web)</b>
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	2.04	144	146
11	Monitor a client postpartum recovery	2.03	145	147
61	Participate in client group session	2.03	145	136
147	Administer phototherapy treatment to newborn	2.02	147	133

## APPENDIX N: ACTIVITIES RANK ORDERED BY AVERAGE TOTAL GROUP PRIORITY: WEB

Activities Rank Ordered by Average Total Group Priority: Web				
ID #	Activity	Average Priority (Total Group) 1-4	Rank (Web)	Rank (Paper)
18	Follow the rights of medication administration	3.90	1	1
8	Use universal/standard precautions	3.88	2	2
71	Maintain current, accurate medication list or medication administration record (MAR)	3.84	3	4
143	Remove client drain (e.g., hemovac, Jackson-Pratt, or penrose)	3.84	3	131
41	Verify the identity of client	3.80	5	3
5	Maintain client confidentiality	3.77	6	5
126	Intervene to improve client elimination by instituting bowel or bladder management	3.71	7	67
44	Use aseptic/sterile technique	3.70	8	6
72	Administer medication by oral route	3.65	9	8
97	Provide for privacy needs	3.63	10	9
42	Identify client allergies and intervene as appropriate	3.62	11	7
134	Count narcotics/controlled substances	3.62	11	13
73	Administer a subcutaneous (SQ), intradermal, or intramuscular (IM) medication	3.61	13	11
84	Identify/intervene to control signs of hypoglycemia or hyperglycemia	3.61	13	11
49	Provide care that meets the special needs of clients aged 65 to 85 years of age	3.59	15	23
139	Take client vital signs (VS) (temperature, pulse, blood pressure, respirations)	3.58	16	14
17	Use measures to maintain client skin integrity (e.g., skin care, turning, or use of a special mattress)	3.55	17	10
21	Perform risk monitoring (e.g., sensory impairment, potential for falls, and level of mobility)	3.51	18	24
28	Identify signs and symptoms of an infection (e.g., temperature changes, swelling, redness, mental confusion or foul smelling urine)	3.49	19	14
67	Validate pain utilizing rating scale	3.47	20	21
33	Include client in client care decision-making	3.46	21	32
40	Assure safe functioning of client care equipment by identifying, reporting, and/or removing unsafe equipment	3.46	21	25
32	Advocate for client rights or needs	3.45	23	26
9	Follow protocol for timed client monitoring (e.g., suicide precautions, restraint/seclusion check or safety checks)	3.42	24	21
81	Evaluate client respiratory status by measuring oxygen (O2) saturation	3.40	25	17
43	Report hazardous conditions in work environment (e.g., chemical or blood spill, or smoking by staff or clients)	3.38	26	35
35	Recognize task/assignment you are not prepared to perform and seek assistance	3.37	27	27
100	Use proper body mechanics	3.36	28	17
145	Intervene to improve client respiratory status by giving a breathing or respiratory treatment, suctioning, or repositioning	3.35	29	16
37	Transcribe physician order	3.34	30	32
80	Implement measures to manage/prevent possible complication of client condition or procedure (e.g., circulatory complication, seizure, aspiration, or potential neurological disorder)	3.33	31	19
24	Perform circulatory checks	3.29	32	36

Activities Rank Ordered by Average Total Group Priority: Web				
ID #	Activity	Average Priority (Total Group) 1-4	Rank (Web)	Rank (Paper)
16	Provide for mobility needs (e.g., ambulation, range of motion, transfer to chair, repositioning, or the use of adaptive equipment)	3.27	33	30
53	Collect baseline physical data on admission of client	3.26	34	46
55	Provide emotional support to client/family	3.26	34	39
64	Assist in the care of the cognitively impaired client	3.25	36	56
99	Evaluate the appropriateness of order for client	3.25	36	45
63	Assist in managing the care of angry/agitated client	3.24	38	48
85	Respond to a life-threatening situation (e.g., perform cardiopulmonary resuscitation (CPR), abdominal thrust, address fetal distress, or treat wound evisceration)	3.24	38	19
95	Take verbal or phone order	3.24	38	32
136	Provide appropriate follow-up after incident (e.g., fall, client elopement, or medication error)	3.23	41	28
29	Monitor and provide for nutritional needs of client	3.20	42	46
78	Monitor diagnostic or laboratory test results	3.18	43	55
26	Perform wound care and/or dressing change	3.17	44	41
96	Follow regulation/policy for reporting specific issues (i.e., abuse, neglect, gunshot wound, or communicable disease)	3.17	44	30
103	Assist in or re-enforce education to client/family about safety precautions	3.17	44	53
108	Provide care that meets the special needs of clients aged greater than 85 years of age	3.17	44	29
129	Collect data on client nutrition or hydration status	3.17	44	37
23	Perform neurological checks	3.14	49	48
94	Report, or intervene to prevent, unsafe practice of health care provider	3.14	49	41
115	Promote client positive self-esteem	3.14	49	48
3	Organize and prioritize care for assigned group of clients	3.12	52	54
125	Provide non-pharmacological measures for pain relief (e.g., imagery, massage or repositioning)	3.12	52	67
38	Obtain client signature on consent form	3.11	54	61
56	Provide client/family information about condition, expected prognosis and outcomes	3.10	55	64
58	Identify signs and symptoms of substance abuse/chemical dependency, withdrawal or toxicity	3.08	56	92
30	Contribute to change made in client plan of care	3.07	57	91
57	Identify significant body change that may affect recovery	3.05	58	76
62	Make adjustment to care with consideration of client spiritual or cultural beliefs	3.05	58	88
74	Phone in client prescriptions to pharmacy	3.05	58	48
111	Recognize barriers to communication or learning	3.05	58	67
133	Administer a medication by a route other than oral, injectable or intravenous (IV) (e.g., rectal, vaginal, in eye/ear/nose, or topical)	3.05	58	41
82	Assist with the performance of an invasive procedure by setting up sterile field and equipment or providing other assistance	3.03	63	39
19	Monitor client intravenous (IV) site and flow rate	3.01	64	60
132	Administer medication by gastrointestinal tube (e.g., g-tube, naso-gastric (NG) tube, G-button or j-tube)	3.00	65	41
13	Collect data for initial or admission health history	2.98	66	57
107	Provide care that meets the special needs of adults aged 31 to 64 years	2.97	67	48
22	Collect specimen (e.g., urine, stool, gastric contents or sputum for diagnostic testing)	2.95	68	82
14	Identify client use of effective and ineffective coping mechanisms	2.94	69	85

Activities Rank Ordered by Average Total Group Priority: Web				
ID #	Activity	Average Priority (Total Group) 1-4	Rank (Web)	Rank (Paper)
1	Use data from various sources in making clinical decisions	2.92	70	65
124	Provide feeding and/or care for client with enteral tubes (e.g., gastrointestinal tube (g-tube), jejunal tube (j-tube) or naso-gastric (NG) tube)	2.92	70	38
101	Participate in preparation for internal and external disasters by assisting with completion of plan, identifying safety manager, participating in safety drills, and/or locating MSDS plan	2.91	72	70
91	Promote client/family self-advocacy	2.90	73	78
87	Provide care to client on ventilator	2.89	74	93
116	Collect data on client potential for violence	2.89	74	70
69	Perform an irrigation of urinary catheter, bladder, wound, ear, nose or eye	2.88	76	95
119	Explore why client is refusing or not following treatment plan	2.86	77	65
48	Provide care that meets the special needs of young adults aged 19 to 30 years	2.84	78	99
144	Provide cooling measures for elevated temperature	2.84	78	57
68	Insert urinary catheter	2.83	80	80
83	Perform care for client before or after surgical procedure	2.83	80	59
117	Explore cause of client behavior	2.83	80	77
25	Provide care for client drainage device (e.g., wound drain or chest tube)	2.82	83	98
27	Provide care for a client tracheostomy	2.81	84	81
60	Participate in behavior management program by recognizing environmental stressors and/or providing therapeutic environment	2.81	84	104
2	Contribute to the development of client plan of care	2.80	86	78
112	Assist with teaching coping strategies	2.80	86	88
121	Provide care or support for client/family at end of life	2.80	86	61
88	Identify abnormalities on a client cardiac monitor strip	2.79	89	97
6	Use information technology in the delivery of care	2.78	90	108
15	Identify significant life-style changes and other stressors that may affect recovery	2.78	90	82
34	Participate in education of staff	2.78	90	95
75	Regulate client IV rate	2.78	90	74
123	Use transfer assistance device (e.g., t-belt, slide board, or mechanical lift)	2.78	90	61
127	Provide measures to promote sleep/rest	2.78	90	70
86	Identify and treat a client intravenous (IV) line infiltration	2.77	96	70
131	Monitor transfusion of blood product	2.75	97	110
102	Apply and/or monitor use of least restrictive restraints or seclusion	2.74	98	87
59	Assist in or re-enforce education to caregivers/family on ways to manage client with behavioral disorders	2.73	99	104
114	Collect data on client psychological status and ability to cope	2.73	99	88
36	Discharge client to home or transfer client to another facility	2.71	101	113
39	Provide information about advance directives	2.70	102	102
120	Assist with coping related to grief and loss	2.68	103	85
89	Make client care or related task assignment	2.66	104	93
140	Provide intra-operative care (e.g., positioning client for surgery, maintaining sterile field, or providing operative observation)	2.66	104	82
10	Practice principles of ergonomics	2.65	106	107

Activities Rank Ordered by Average Total Group Priority: Web				
ID #	Activity	Average Priority (Total Group) 1-4	Rank (Web)	Rank (Paper)
7	Use research when providing care	2.64	107	109
20	Administer IVPB medications	2.64	107	103
104	Provide resources for end of life and/or beginning of life issues and choices	2.64	107	110
135	Perform venipuncture for blood draws	2.64	107	117
130	Apply or remove immobilizing equipment (e.g., a splint or brace)	2.63	111	119
137	Monitor continuous or intermittent suction of naso-gastric (NG) tube	2.62	112	101
128	Discontinue or remove intravenous (IV) line, naso-gastric (NG) tube, urinary catheter, or other line or tube	2.61	113	100
90	Recognize and manage staff conflict through appropriate use of chain of command	2.58	114	110
109	Compare client development to norms	2.57	115	104
51	Assist client with expected life transition (e.g., attachment to newborn, parenting, puberty, or retirement)	2.53	116	136
76	Withdraw blood samples from venous access device (VAD)	2.53	116	119
113	Monitor compliance with immunization schedule	2.49	118	113
70	Provide care to client in traction	2.48	119	127
66	Assist with activities of daily living (e.g., dressing, grooming or bathing)	2.47	120	75
77	Perform bladder scan	2.47	120	139
141	Perform an electrocardiogram (EKG/ECG)	2.45	122	132
79	Identify signs or symptoms of potential prenatal complication	2.44	123	129
122	Participate in reminiscence therapy, validation therapy or reality orientation	2.44	123	115
138	Insert naso-gastric (NG) tube	2.44	123	122
142	Perform check of client pacemaker	2.44	123	116
12	Provide information for prevention of high risk behaviors (e.g., providing pamphlets on sexually transmitted disease, or giving information about the risks involved with smoking or drug use)	2.43	127	117
65	Use an alternative/complementary therapy (e.g., acupressure, music therapy or herbal therapy) in providing client care)	2.43	127	139
146	Remove a client wound sutures or staples	2.43	127	119
93	Participate in orientation of new employee	2.40	130	124
31	Provide input for performance evaluations of other staff	2.38	131	129
47	Provide care that meets the special needs of infants or children aged 1 month to 12 years	2.31	132	124
147	Administer phototherapy treatment to newborn	2.29	133	147
50	Monitor a client in labor	2.26	134	142
52	Participate in a health screening or health promotion program (e.g., blood pressure screening or health fair)	2.24	135	132
61	Participate in client group session	2.23	136	145
4	Participate in quality improvement (QI) activity (e.g., collecting data or serving on QI committee)	2.22	137	128
46	Perform fetal heart monitoring for client during pregnancy, before labor	2.22	137	137
92	Follow-up with client/family after discharge	2.18	139	135
98	Perform telephone triage	2.16	140	126
106	Provide care that meets the special needs of adolescents aged 13 to 18 years	2.16	140	122
54	Perform basic vision screening	2.13	142	134
110	Discuss sexuality issues with client (e.g., family planning, menopause, or erectile dysfunction)	2.00	143	143



**Activities Rank Ordered by Average Total Group Priority: Web**

ID #	Activity	Average Priority (Total Group) 1-4	Rank (Web)	Rank (Paper)
105	Provide care that meets the special needs of the newborn less than 1 month old	1.99	144	138
45	Search client belongings when indicated	1.97	145	141
118	Provide care and support for client with non-substance related dependency (e.g., gambling, pedophilia, or pornography)	1.96	146	144
11	Monitor a client postpartum recovery	1.90	147	145