

The Hong Kong College of Critical Care Nursing



Basic Critical Care Nursing Training

Training Log Book

Name : _____

Institution/Hospital: _____

Training Period: from _____ to _____



Hong Kong Academy of Nursing

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Clinical Experience Record

Specimen Signature of Trainee : _____

Specimen Signature of Supervisors / Assessors:

Name	Hospital /Rank	Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

Clinical Experience	Period/Date	Remarks
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		
Institution/Hospital: _____ Clinical Department: _____ Ward: _____		

1. Introduction

Advanced Practice Critical Care Nurse (APCCN) is defined as a Registered Nurse who works both independently and in collaboration with other health care professional to provide a wide range of advanced assessments and specialized interventions in critical care area. APCCN Certification is a credentialing system to validate individual nurse's qualification and knowledge for advanced practice in a critical care upon predetermined standards by The Hong Kong Academy of Nursing (HKAN). The APCCNs are models of professional accountability; they distinguish themselves through commitment to lifelong learning and professional advancement.

2. Mission

Hong Kong College of Critical Care Nursing is an organization dedicated to promote excellence in critical care nursing in Hong Kong through regulating the professional standards of critical care nursing practice, conducting nursing education and promulgating nursing research. It aims at protecting the wellbeing of the community.

College Strategies to realize HKCCCN mission, College of Critical Care Nursing provides opportunities and services to its members and has developed the following strategies:

- 1) Supporting professional development.
- 2) Promoting the art and science of critical care nursing.
- 3) Contributing to policy planning and strategy development at various levels in order to exert influence over the future development of critical care nursing.
- 4) Facilitating the exchange of information, innovation and ideas in critical care nursing and matters concerning the nursing profession among Advanced Practice Nurses locally, nationally and internationally.

3. Basic Critical Care Nursing Training

Entry Requirement:

1. Trainees are Associate Members of Hong Kong College of Critical Care Nursing (HKCCCN).

Training Requirement

Trainees for Basic Critical Care Nursing Training would have to complete the following specific topics within a period of two years:

1. 100 CNE points for the Theoretical Input (Part I) attained (CNE points gained through Preceptor Scheme conducted by individual hospital will be considered).

	Topics	Required CNE Point(s)	Achieve Date
1.	Elementary Critical Care Nursing		
	1.1 ECG for Nurse	12	
	1.2 Respiratory Nursing	16	
	1.3 Cardiovascular Nursing	16	
	1.4 Reno-Neuro-Trauma Nursing	16	
2.	Advanced Cardiac Life Support	13	
3.	Patient Documentation	1	
4.	Workplace Violence	1	
5.	Nursing Standard & Audit	2	
6.	Communication Skill	2	
7.	Occupational Safety and Health	3	
8.	Wound Management	6	
9.	Basic Infection Control	2	
10.	Incident / accident reporting	2	
11.	Pain Management	2	
12.	Pharmacology for Nurses	2	
13.	Legal Aspect	1	
14.	Team Management	1	
15.	Crisis Management	1	
16.	Health Information System	1	
	Total	100	

2. Basic Critical Care Nursing Trainees will be given a Logbook issued by Hong Kong College of Critical Care Nursing when they enroll as associate members of the College. At least 90% of the items listed in the Logbook signed against by a HKCCCN's Nursing Fellow / Advanced Practice Nurse or above or equivalent at workplace.

3. Have a minimum of 2-year working experience in critical care areas. (Refer to appendix "Admission Criteria for Member and Fellow of the Hong Kong College of Critical Care Nursing" at the back of this Log Book). This **Clinical Experience Record should** be completed within a period of two years.

**Critical Care Nursing Training Program
Part I – Basic Critical Care Nursing Training**

	Nursing care Specialty-based competencies (Critical care)				
	Demonstrate the knowledge and/ or nursing skills in:	Date	Trainee Signature	Assessor Signature	Remarks
1	<i>Basic patient assessment</i>				
1.1	General condition				
1.2	Neurological system:				
1.2.1	Glasgow coma scale assessment				
1.2.2	Pupils assessment				
1.3	Respiratory system				
1.4	Cardiac vascular system				
1.5	Gastrointestinal system				
1.6	Renal system				
1.7	Intravenous/ CVC / Intra-arterial access				
1.8	Wound				
1.9	Drain				
2	<i>Respiratory care</i>				
2.1	<i>Maintenance of basic airway</i>				
2.1.1	Head Tilt Chin Lift				
2.1.2	Oral / Naso-pharyngeal airway				
2.1.3	Oral / Naso-pharyngeal suction				
2.1.4	Bag-Valve-Filter Mask (BVM) resuscitator with PEEP valve				
2.2	<i>Endotracheal intubation</i>				
2.2.1	Indications				
2.2.2	Patient and Equipment Preparation				
2.2.3	Care and observation during procedure : RSI, ± cricoid pressure, confirmation				
2.2.4	Post procedure care				
2.2.5	Assist in change of endotracheal tube				
2.3	<i>Care of Endotracheal Tube (ETT)</i>				
2.3.1	Cuff pressure monitoring				
2.3.2	Marking and securing of ETT				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
2.3.3	Endotracheal suction				
2.4	Extubation of endotracheal tube				
2.4.1	Indications				
2.4.2	Patient and equipment preparation				
2.4.3	Care and observation during procedure				
2.4.5	Post procedure Care				
2.5	<i>Mechanical ventilation</i>				
2.5.1	Initial Setting				
2.5.2	Ventilator Modes:				
2.5.2.1	Volume Control				
2.5.2.2	Pressure Control				
2.5.2.3	Simultaneous Intermittent Mechanical Ventilation (SIMV)				
2.5.2.4	Pressure Support				
2.6	Use of ventilators:				
2.6.1	Assembly and pre-use check				
2.6.2	Operation				
2.6.3	Disassembling, disinfection and maintenance care				
2.6.4	Simple trouble shooting				
2.6.5	Portable ventilator:				
2.6.5.1	Assembly and pre-use check				
2.6.5.2	Operation				
2.6.5.3	Disassembling, disinfection and maintenance care				
2.7	<i>Weaning from mechanical ventilator</i>				
2.7.1	Criteria of weaning				
2.7.2	Method of weaning				
2.7.3	Nursing intervention to support weaning				
2.8	<i>Non-invasive ventilation</i>				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
2.8.1	Patient and equipment preparation				
2.8.2	Special care and observation				
2.8.3	Trouble shooting				
2.8.4	NIV modes:				
2.8.4.1	CPAP				
2.8.4.2	BiPAP				
2.8.4.3	Aftercare of equipment				
2.9	<i>Oxygen therapy</i>				
2.9.1	Oxygen Flow meter				
2.9.2	Nasal Cannula				
2.9.3	Venturi mask (optional)				
2.9.4	Non-rebreathing Mask				
2.9.5	Tracheal Mask				
2.10	<i>Humidification</i>				
2.10.1	Heat and moisture exchanger (HME) with / without filter				
2.10.2	Heat water humidifier (optional):				
2.10.2.1	Assembly and operation (optional)				
2.11	<i>Chest drain</i>				
2.11.1	Indications				
2.11.2	Patient and equipment preparation				
2.11.3	Handling of chest drainage unit				
2.11.4	Care and observation during insertion procedure				
2.11.5	Care of patient with chest drain				
2.11.6	Care and observation during and after removal of chest drain				
2.12	<i>Aerosol therapy</i>				
2.12.1	Multi-dose inhaler adaptor				
2.12.2	Nebulizer (optional)				
2.12.3	Care of patient requiring aerosol therapy				
2.13	<i>Use of respiratory equipment</i>				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
2.13.1	Oxygen cylinders				
2.13.2	Oxygen regulator				
2.13.3	ETCO2 monitor				
2.13.4	Peak flow meter				
2.13.5	Twin-O-Vac (optional)				
2.13.6	Wright respirometer (optional)				
2.13.7	Ventilometer (optional)				
2.13.8	Blood gases analyser (optional)				
2.13.9	Incentive spirometer (optional)				
2.13.10	Vital capacity (optional)				
3	<i>Cardiovascular care</i>				
3.1	<i>ECG monitoring</i>				
3.1.1	Basic operation of bedside physiological monitor				
3.1.2	Basic operation of portable physiological monitor				
3.1.3	Leads Position				
3.1.4	12 Leads ECG recording				
3.1.5	Basic single lead ECG Interpretation				
3.1.6	Differentiate common arrhythmias				
3.2	<i>Hemodynamic monitoring and care</i>				
3.2.1	Non-invasive blood pressure operation and care				
3.2.2	Invasive – Intra-arterial blood pressure monitoring:				
3.2.2.1	Equipment preparation				
3.2.2.2	Care and observation				
3.2.2.3	Blood sampling				
3.2.2.4	Care during and after removal of intra-arterial catheter				
3.2.3	Central venous catheter (CVC):				
3.2.3.1	Patient and equipment preparation				
3.2.3.2	Care of patient with CVC				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
3.3	<i>Basic cardiac life support (BCLS)</i>				
3.3.1	Recognizing cardiac arrest				
3.3.2	Bag-valve-mask-filter ventilation				
3.3.3	External cardiac compression				
3.3.4	Prepare drugs for resuscitation				
3.3.5	Prepare defibrillation				
3.3.6	Prepare cardio-version				
3.3.7	CPR documentation				
3.3.8	Post-resuscitation patient care and after care of used equipment				
3.4	Care of patient receiving cardiac drugs				
3.4.1	Inotropes				
3.4.2	Vasoactive drugs				
3.4.3	Vasodilator				
3.4.4	Anti-arrhythmics				
3.4.5	Anti-hypertensives				
4	<i>Pain Management</i>				
4.1	Pain assessment and documentation				
4.2	Patient Controlled Analgesic (PCA) care of patient and equipment				
4.3	Epidural infusion- care of patient and equipment				
5	<i>Gastrointestinal care</i>				
5.1	<i>Enteral Nutrition:</i>				
5.1.1	Insertion of Naso-gastric(NG) tube				
5.1.2	Confirmation of NG tube position				
5.1.3	Assisting doctor for insertion of Entriflex tube (optional)				
5.1.4	Care and observation of patient during enteral feeding				
5.1.5	Monitoring of tolerance				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
5.1.6	Feeding through the Percutaneous Endoscopic Gastrostomy (PEG) tube and care (optional)				
5.2	<i>Total Parental Nutrition (TPN)</i>				
5.2.1	Types of parenteral nutrition				
5.2.2	Set up of parental nutrition				
5.2.3	Care and observation				
6.	<i>Pharmacology</i>				
6.1	<i>Drug administration</i>				
6.1.1	Medication checking /administration				
6.1.2	Handling of dangerous drug (DD)				
6.1.3	Use of infusion pump				
6.1.4	Use of syringe pump				
6.2	<i>Care of patient receiving central nervous system (CNS) drugs:</i>				
6.2.1	Muscle relaxant				
6.2.2	Sedative				
6.2.3	Analgesic				
6.2.4	Anticonvulsive drug				
6.3	<i>Blood/Blood components transfusion:</i>				
6.3.1	Indications				
6.3.2	Administration procedure				
6.3.3	Care of patient during blood transfusion				
6.3.4	Use of blood warmer				
7	<i>General nursing care</i>				
7.1	Eye Care				
7.2	Oral Care				
7.3	General hygiene care				
7.4	Temperature monitoring (tympanic)				
7.5	Body weight (weight scale device)				
7.6	Anti-embolic devices:				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
7.6.1	TED stocking				
7.6.2	Sequential compression device				
7.6.3	Care during using the equipment				
8	<i>Basic infection control</i>				
8.1	Standard precaution				
8.2	Transmission-based precaution:				
8.2.1	Droplet				
8.2.2	Air-borne				
8.2.3	Contact precaution				
8.3	Hand hygiene				
8.4	PPE – donning and removing				
8.5	Sharps and specimen handling				
8.6	Clinical waste and management – segregation and disposal				
8.7	Collecting Nasal Pharyngeal Swab (NPS) & Nasal Pharyngeal Aspirate (NPA)				
9	<i>Skin / Wound Care</i>				
9.1	Skin /sore assessment and care				
9.2	Wound assessment and care				
9.3	Drain care				
9.4	Pressure ulcer: Risk assessment, staging and reporting, prevention and management				
10	<i>Patient documentation</i>				
10.1	Keep adequate, promptly, and accurate documentation				
10.2	Nursing care plan (optional)				

	<i>Nursing care Specialty-based competencies (Critical care)</i>				
		<i>Date</i>	<i>Trainee Signature</i>	<i>Assessor Signature</i>	<i>Remarks</i>
11	<i>Communication skills</i>				
11.1	Handover effectively				
11.2	Communicate and collaborate with other health care team members effectively				
11.3	Communicate with patient / relative effectively				
12	<i>Occupational safety and health</i>				
12.1	Manual Handling Operation (MHO)				
12.2	Chemical safety				
12.3	Fire safety				
12.4	Workplace safety				
12.5	Workplace violence				
12.6	Staff health and safety				
13	<i>Team management</i>				
13.1	Work within teams				
13.2	Function as team member				
13.3	Participate in multi-disciplinary teams				
14	<i>Legal aspect</i>				
14.1	Fulfills legal responsibilities, functions in accordance with Common Law, ordinance and regulations affecting nursing practice :				
14.1.1	Consent				
14.1.2	Patient Data (Privacy)				
14.1.3	Prevention of Bribery				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
14.2	Respect clients' right, act in accordance with patient's charter				
14.3	Promote client's safety, provide nursing care and maintain an environment consistent with currently accepted standards of practice				
14.4	Follow ethical practice, comply with the code of professional conduct in the delivery of care:				
14.4.1	Decision-making process for mentally incompetent patients				
14.4.2	Decision-making process for terminally ill patients				
14.4.3	Hospital resuscitation decision				
14.5	Account for own practice Accept personal responsibility for one's own professional judgment and actions				
15	<i>Incident / Accident Reporting</i>				
15.1	Purposes of incident reporting				
15.2	Incidents Reporting System and management				
16	<i>Health Information System</i>				
16.1	Clinical Management System (CMS)				
16.2	Clinical Information System (CIS)				
16.3	2-D Bar-Code System (optional)				
17	<i>Nursing standard and audit</i>				
17.1	Understanding audit activities in department / hospital				
18	<i>Risk and crisis management</i>				
18.1	Fall risk assessment				

	Nursing care Specialty-based competencies (Critical care)	Date	Trainee Signature	Assessor Signature	Remarks
18.2	Physical restraint application and observation				
18.3	Suicidal precaution to high risk patient				
18.4	Contingency management:				
18.4.1	Medical gas supply failure				
18.4.2	Fire evacuation plan				
18.4.3	Disaster plan (optional)				
19	Others:				

Periodical Evaluation Record

Date: _____ (week1- 13)

Self-evaluation	Name and signature	Date

Comment from Assessor	Name and signature	Date

Date: _____ (week 14-26)

Self-evaluation	Name and signature	Date

Comment from Assessor	Name and signature	Date

Periodical Evaluation Record

Date: _____ (week 27-52)

Self-evaluation	Name and signature	Date

Comment from Assessor	Name and signature	Date

Date: _____ (week 53 - 78)

Self-evaluation	Name and signature	Date

Comment from Assessor	Name and signature	Date

Final Evaluation Record

Date: _____

Comment from Trainee	Name and signature	Date

Comment from Assessor	Name and signature	Date

Comment from Nurse Supervisor (NO/APN/WM/NS/DOM)	Name and signature	Date

Countersigned by DOM / Unit

Name and Signature: _____

Date: _____

Admission Criteria for Member and Fellow of the Hong Kong College of Critical Care Nursing

There are four categories of memberships in HKCCCN and the flow for admission into all these 4 categories are depicted below:

