Oklahoma Board of Nursing
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Approved Skills List for Performance by Board-Certified Advanced Unlicensed Assistants

I. General Information

A. The Board-Certified Advanced Unlicensed Assistant (AUA) is qualified to perform the skills included on the approved skills list in an acute care setting, which includes hospital settings. The Board-Certified AUA is not prepared to function in the AUA role in long-term care settings, home care settings, or other settings in which the roles and responsibilities of unlicensed personnel are regulated by other regulatory bodies.

B. In order for the AUA to perform skills on the approved skills list, the following conditions must be met:

1 The skill is included in the employee's job description; and

2. A licensed nurse has made an assessment and determined it is safe and appropriate to delegate the task to an AUA. Nursing tasks that may not be delegated include but are not limited to those tasks "which require nursing assessment, judgment, evaluation and teaching during implementation; such as:

a. physical, psychological, and social assessment which requires nursing judgment, intervention, referral or follow-up;

b. formulation of the plan of nursing care and evaluation of the client's response to the care provided;

c. administration of medications except as authorized by state and/or federal regulations" (*Delegation of Nursing Functions to Unlicensed Persons*, OBN Policy #P-02).

C. It is expected that AUAs will know their personal, legal and ethical responsibilities and will work within the limits of their training and job description. The need to maintain appropriate communication with patients, families, and other health care workers, use medical asepsis and universal precautions, and document care given is inherent to the role.

D. Persons admitted to an AUA training program shall be able to safely and accurately perform personal care skills, measuring and recording vital signs, measuring and recording intake and output, feeding techniques, non-sterile specimen collection, transfer, positioning, and turning techniques, infection control, emergency procedures including basic life-saving skills, and non-invasive and non-sterile treatments, unless otherwise prohibited by Board rules [485:10-10-5 (a)]. AUAs may be expected to continue to perform these skills as a part of their job functions.

II. Approved Skills List

A. Basic Diagnostic Testing

1. Perform blood glucose monitoring*

2. Perform urine testing for specific gravity, glucose, ketones, or protein*

3. Perform guaiac testing for blood in urine, stools, or emesis*

4. Perform Electrocardiogram (12-lead EKG)*

5. Apply and discontinue telemetry monitor*

6. Perform venous doppler*

B. Sterile Specimen Collection

1. Obtain uncontaminated blood specimen by venipuncture syringe or vacutainer with collection in correct tubes*

2. Obtain uncontaminated urine specimen from indwelling/straight catheter.

3. Obtain uncontaminated sputum specimen

4. Obtain uncontaminated nasal swab specimen

C. Wound care

1. Obtain specimens of wound drainage

2. Remove sutures, staples, and drains

3. Empty wound drainage containers*

4. Apply a sterile dressing

D. Surgical asepsis

1. Create sterile field

2. Apply sterile gloves

3. Don sterile gown

4. Open sterile packages

E. Airway Management

1. Oral Suctioning (Oral Suctioning may be implemented by the non-Board-certified unlicensed assistant during the performance of oral care.)

2. Provide stoma care for patients with chronic tracheostomies

3. Assist with incentive spirometry

F. Elimination

1. Urinary

a. Insert indwelling/straight catheter
b. Irrigate indwelling catheter
c. Remove indwelling catheter
d. Perform bladder scanning*

2. Bowel

a. Perform ostomy irrigation
b. Apply colostomy/ileostomy pouch*
c. Skin care*

G. Nutrition

1. Administer enteral feeding through established tubes

a. Nasogastric
b. Gastrostomy

2. Irrigate feeding tube

3. Removal of nasogastric tube

H. Restraints

1. Apply limb and vest restraints, safety belt*

2. Monitor placement of restraints*

*May be performed by non-Board certified unlicensed assistants if “Staff performing tests have adequate specific training to perform tests and demonstrate satisfactory levels of competence.” (Joint Commission Standard PC 16.30)