Resource I: Vital Signs-Blood Pressure Training Checklist

Name: _____ Employee #: _____ Unit: _____ Date: _____

Employee Signature: _____

PURPOSE: ACCURATELY OBTAIN A BLOOD PRESSURE

Knowledge	Yes	No	N/A
1. Describe the benefits and limitations to obtaining a BP using a machine versus a manual BP cuff			
2. Discuss effective strategies to reduce errors			
3. Distinguish normal BP ranges from abnormal BP readings			
4. Describe the process for safe reporting of BP findings			
Skill	**Yes**	**No**	**N/A**
The following applies to machine measured and manual BP measurements			
1. Gather equipment			
2. Introduce yourself to the patient			
3. Wash your hands			
4. Identify patient using two patient identifiers			
5. Explain the procedure to the patient			
6. Have patient sit comfortably in a chair for five minutes with arm at level of the heart and resting on something. If sitting, have the patient place their feet flat on the floor. Ask the patient not to talk while their blood pressure is being taken			
7. Ask the patient to remove their arm from any bulky long sleeves; cuff should be on a bare arm (Sleeve NOT pulled up)			
8. Select proper cuff size. The bladder of the BP cuff should be long enough to wrap around 80% of the arm and wide enough to cover 2/3 of the upper arm			
9. Apply BP cuff approximately 1 inch above the elbow with the arrow over the brachial artery			
#10-14 applies to manual BP*			
10. Place bell of stethoscope on the patient's skin, over the brachial artery, and earpieces facing forward			
11. Palpate the brachial pulse with one hand while inflating the cuff. Note the gauge reading when you can no longer feel the pulse			
12. Inflate bulb until the gauge measures 30 mmHg higher than the palpated reading			

Skill	Yes	No	N/A
13. Release the bulb pressure at a steady rate of ~2 mmHg per second			
14. Note the BP when the first sound is heard (systolic) and when the last sound disappears (diastolic)			
15. Repeat and record a second BP after waiting at least one minute			
16. Remove cuff and clean per policy			
17. Record findings in EHR			
18. Provide BP to patient both verbally and in writing			
19. Identify normal/abnormal blood pressures			
20. Record BP obtained by the instructor and the person being tested utilizing a training stethoscope (systolic and diastolic MUST be within 4 mmHg match to the instructors, if both or either do not match within 4 mmHg, then it is not correct). Record here:	Instructor /	Staff /	
Repeat:	/	/	

Attitude	Yes	No	N/A
1. Value the contributions of reliability & accountability to safety			
2. Understand own role in accuracy of obtaining BP			
3. Describe own role in prompt reporting and documentation			

*If using an automatic blood pressure machine, then ensure staff are able to operate the automatic machine to begin the blood pressure measurement.

SKILLS EVALUATION

Satisfactory	Unsatisfactory	Comments
-Provides rationales for some behaviors -Demonstrates skill with minimal assistance/guidance -Follows hospital/clinic policy/procedure for skill -Receptive to learning	-Unable to provide rationale for behaviors -Needs repetitive prompting to complete skill -Does not follow hospital/clinic policy/procedure for skill -Not receptive to learning	

Name of Observer: _____   Date: _____

Signature of Observer: _____

Full change package available at
https://www.cardi-oh.org/qip/hypertension/change-package