



**N121.1: Intensive Nursing Experience in the Hospital Setting**  
*Second Semester, Academic Year 2024-2025*

**REQUIREMENTS CHECKLIST**  
*Head Nursing and Staff Nursing*

STAFF REQUIREMENTS			
TASKS	Daily	Weekly	Others
<input type="checkbox"/> Bedside Case Presentation	<input type="checkbox"/> Logbook	<input type="checkbox"/> Reflections	<input type="checkbox"/> Admission Notes & Kardex
<input type="checkbox"/> E-cart Check	<input type="checkbox"/> Patient Directory	<input type="checkbox"/> Journal Directory	<input type="checkbox"/> [Completion of TP, DP, AR/IR]
<input type="checkbox"/> Journal Sharing	<input type="checkbox"/> T&A Plan	<input type="checkbox"/> Journal 1	
	<input type="checkbox"/> Handover Notes	<input type="checkbox"/> Journal 2	

HEAD NURSE REQUIREMENTS			
	Patient Management	Staff Management	Unit Management
Daily	TAP (Patient, Staff, Unit); Patient-, Staff-, & Unit-Centered Objectives; Highlights & Insights		
	<input type="checkbox"/> Patient Directory with Typing		<input type="checkbox"/> Ward Report (Census)
Weekly	Reflections		
	<input type="checkbox"/> Journal Directory	<input type="checkbox"/> Journal Sharing	<input type="checkbox"/> Staff Schedule
	<input type="checkbox"/> Journal 1	<input type="checkbox"/> Lead bedside case discussion	<input type="checkbox"/> Equipment Check
	<input type="checkbox"/> Journal 2		

GROUP REQUIREMENTS		
Seminar	QI Project	Case Study
<input type="checkbox"/> Program and Script	<input type="checkbox"/> Final Project Charter	<input type="checkbox"/> Informed Consent
<input type="checkbox"/> Seminar Materials	<input type="checkbox"/> Project Plan	<input type="checkbox"/> Outline
<input type="checkbox"/> Publicity	<input type="checkbox"/> PDSA	<input type="checkbox"/> Full Report
<input type="checkbox"/> Budget		
Conduct Seminar	Present QI Proposal	Present a Patient Case Study

Submit the Following:

- Portfolio
- PRIMARY NURISNG Performance Evaluation Checklist
- STAFF NURISNG Performance Evaluation Checklist
- HEAD NURISNG Performance Evaluation Checklist
- Peer Evaluation