**Medical Assistant Skill - Recording and Mounting an Electrocradiograph**

**Patient Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EKG Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Period:** \_\_\_\_ A / B

1. Assemble equipment

* EKG machine, 12 leads, 12 electrodes, drape, alcohol prep pads 5

1. Wash hands 5
2. Introduce yourself and explain procedure.

* I will be taking a record of the electrical conduction of your heart
* You will not feel any discomfort during the procedure
* Please be sure to lie perfectly still 5

1. Ask the patient to remove all clothing and put on exam gown. 5
2. Position the patient in a supine position. 5
3. Position the machine in a convenient location

* Do not run the cords under the bed 5

1. Plug in the power cord to the machine.

* Turn the machine away from the pt to lessen electrical interference 5

1. Apply the four limb leads.

* Arm leads are placed on the fleshy outer-upper areas of the arm
* Leg leads are placed on the superior to medial malleolus
* Avoid boney areas for both
* Tell me: if the skin surface is hairy it may need to be shaved
* Tell me: if the skin surface is oily the electrode area will need to be cleaned with

an alcohol prep pad, and allowed time to dry. 10

1. Apply the remaining chest leads.

* V1 through V6: tell me how you find the correct alignment for all 6.
* Avoid boney areas
* Tell me: if the skin surface is hairy it may need to be shaved
* Tell me: if the skin surface is oily the electrode area will need to be cleaned with

an alcohol prep pad, and allowed time to dry. 10

1. Connect the cable wires to the electrodes.

* Make sure all electrodes are tight and in contour with the body. 5

1. Turn on the main switch. 5
2. Enter in the patient’s first and last name, middle initial, DOB, & gender . 5
3. Tell me: Check ST’D position (on the baseline b/w complexes)

Run should be at 25 mm/s

Sensitivity is set to 1

Check the color of the line 5

1. Run the EKG, allow the full recording to run out of the machine. 5
2. Turn the power button off.

* Remove electrodes 5
* Wash stickiness off with warm water

1. Tell me: help the pt get off the examination table. 5
2. Dispose of all the electrodes (replace on original sheet for next student)
3. Wash hands. 5
4. Complete the appropriate information on the medical chart.

-Pt name, EKG date, time, your signature and title 5

**Medical Assistant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Evaluator:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_