

*The North American
Registry of Midwives
Certified
Professional
Midwife
(CPM)*

*Second Verification of
Skills Form 206*

Second Verification of Skills Eligibility

In the NARM Portfolio Evaluation Process (PEP), the candidate must have all required clinical experiences and skills documented by a preceptor who meets one of these two definitions:

Is credentialed as a Certified Professional Midwife (CPM), Certified Nurse-Midwife (CNM), or Licensed Midwife who has an additional three years of experience or 50 births, including ten continuity of care births, beyond the primary birth experience requirements for CPM certification; or

Has received approval to serve as a preceptor from the NARM Board.

After documenting the required clinical experiences and skills with one of the above preceptors, the candidate then must obtain a second verification of skills.

Option 1—Taking the NARM Skills Assessment with a Qualified Evaluator remains an option for all PEP candidates. This option is required if any clinicals on Forms 112 (a-f) or any skills on Form 201 have been signed by a non-CPM preceptor.

Option 2—If all required clinical experiences (Form 112 a-f) and skills (Form 201) have been signed by a CPM and no clinical or skill has been signed by a non-CPM, the candidate may choose either option:

- 1) Completion of the NARM Skills Assessment with a Qualified Evaluator, or
- 2) Second check-off of specific skills by a CPM who did *not* check off any skills on Form 201 Skills Verification. The second check-off must be done by a midwife who has been a CPM for at least two years and has attended at least 30 additional out-of-hospital births.

If **Option 1** is chosen, the candidate will submit the Application Packet with all forms complete and signed. Information about arranging the NARM Skills Assessment will be sent to the candidate upon approval of the application.

If **Option 2** is chosen, the candidate should complete all forms required in the application, with all required signatures by CPMs. Additionally, the candidate should fill out Second Verification of Skills Form 206 (following) and have the forms signed by a CPM who meets the requirements and who did not verify *any* skills on Form 201.

Second Verification of Skills Form 206 Instructions

A CPM whose certification is current, who has been a CPM for at least two years, and who has attended at least 30 out-of-hospital births in addition to those required for the entry-level CPM certification, may verify competent performance of these skills. This CPM should be one who did not verify the skills on Form 201.

The CPM should place a check mark next to each task that has been competently performed under the direct supervision of the CPM and sign for the entire skill when all tasks have been verified. No boxes should be left unchecked when the skill is signed by the CPM. The CPM should also fill out the Preceptor Verification Form including current contact information.

More than one CPM may sign the skills on the Second Verification of Skills Forms, but all parts of each complete skill must be verified by one preceptor.

The secondary verification may be done as a demonstration with volunteer models or in a clinical setting.

The applicant must verify competent performance in the following seven required skills:

- 1) basic physical exam
- 2) a routine prenatal exam of a pregnant woman at least 28 weeks gestation
- 3) a newborn exam
- 4) postpartum exam at 24-72 hours
- 5) drawing up medication from a single dose ampule and a multi-dose vial, and intramuscular injection (using an orange if the skill is performed in demonstration rather than in the field);
- 6) set-up and administration of oxygen unit: including procedure, safety measures, use of both cannula and face mask, and the regulation of the flow meter;
- 7) sterile technique, including handwashing, gloving and ungloving, and preparing a sterile field.

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Name of Applicant: _____ Date: _____

1. Basic Physical Exam: The applicant should assess by demonstration or verbalization, and accurately document findings for the following:

- General physical appearance
- General emotional status
- Height
- Weight
- Oral temperature
- Baseline pulse
- Baseline blood pressure
- Palpation of head
- Palpation of neck
- Palpation of thyroid
- Palpation of lymph glands in neck
- Eyes
- Ears
- Teeth, mucous membranes, tongue & tonsils
- Breast exam, including axillary lymph glands
- Palpation of abdomen
- Heart (with stethoscope)
- Lungs (with stethoscope)
- Kidney pain (CVAT)
- Spine for straightness and symmetry
- Upper and lower extremities
- Reflexes
- Skin

Signature of CPM _____ Date _____

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Name of Applicant: _____ Date: _____

2. Routine Prenatal Exam (mother must be at least 28 weeks gestation)

Urinalysis:

- Obtains urine sample
- Dips stick, covering each square without contamination
- Color comparison as directed on container
- Notes color, clarity, density, odor
- Proper disposal of urine and stick
- Obtained weight, balancing scale at "0"
- Establishes or confirms due dates using gestational wheel or calendar

Obtains blood pressure:

- Proper position of cuff, arm, & stethoscope
- Proper inflation and deflation of cuff
- Listening and recording of blood pressure

Abdominal palpation:

- Assessment of fetal presentation
- Lie
- Position
- Engagement
- Estimated fetal weight
- Assessment of fetal heart tones and movement via stethoscope or Doppler
- Measures fundal height using centimeter measuring tape
- Assessment of edema on tibia by pressing finger against bone, indicate degree of pitting if any
- Documents findings in chart

Signature of CPM _____ Date _____

Second Verification of Skills Form 206, page 3 of 7

Name of Applicant: _____ Date: _____

3. Newborn Exam of a baby less than six weeks old: may be done at birth or postpartum visit. Tasks are performed as though the baby has just been born.

- Appropriate handwashing prior to exam
- Notes general appearance and alertness

Assesses reflexes:

- Sucking
- Moro
- Babinski
- Plantar
- Stepping
- Grasp/Palmar
- Rooting
- Assesses skin for color, lesions, birthmarks, lanugo, peeling, rash, milia, bruising
- Assesses mouth for soft and hard palate, lip & mouth color

Examines head:

- Measures biparietal circumference
- Molding, caput, or hematoma
- Suture lines and fontanelles
- Palpates thyroid & lymph glands
- Eyes for jaundice or hemorrhage of sclera
- Eyes for pupil size & reactivity
- Eyes for tracking and gaze
- Eyes for spacing and shape
- Ears for position, patency, and response to sound

Examines arms and hands:

- Symmetry
- Fingers for nail length and finger length
- Number of digits and signs of webbing
- Palm creases

Examines chest:

- Symmetry during respirations
- Nipples and breast tissue for swelling or discharge
- Measures chest circumference at nipple line
- Auscultates breath sounds front and back
- Counts respirations
- Counts heart rate, notes irregularities

Examines Abdomen, Groin, and back:

- Listens with stethoscope for bowel sounds
- Palpates for enlarged organs or masses
- Palpates for hernias or swollen glands
- Palpates femoral pulses
- Examines back/spine for straightness, holes, or abnormalities

Legs, Feet, Hips:

- Symmetry of length and creases
- Hips for range of motion & clicks
- Toes for number of digits and webbing
- Feet for creases

Genitalia and rectum:

- General appearance, maturity
- Female: clitoris, labia, vaginal opening, discharge
- Male: descent of testicles, hernias, rugae, penile opening
- Rectum for patency
- Temperature (axillary or rectally)

Weight (standard scale or hanging scale):

- Balance at "0"
- Determine correct weight
- Measures baby's length
- Appropriate documentation/charting of visit

Signature of CPM _____ Date _____

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Name of Applicant: _____ Date: _____

4. Sterile technique

Proper handwashing:

- Soaps and scrubs hands and arms keeping hands down
- Cleans under nails
- Rinses hands, wrists, forearms keeping hands up
- Avoids touching sink
- Dries with clean towel
- Uses towel to turn off faucet

Sterile technique:

- Prepares sterile field
- Opens sterile package without touching instruments
- Puts on gloves

Gloving and ungloving:

- Peels back envelope
- Folds open inner package
- Picks up glove by cuff touching only inside portion
- Slides hands into glove
- Picks up second glove touching only inner cuff with gloved hand and puts on, does NOT touch anything that would contaminate gloves.
- Does not speak or cough over sterile field
- Does not contaminate sterile field
- Removes gloves by reaching under cuff and inverting glove without touching the outside with ungloved hand, disposes of gloves.

Signature of CPM _____ Date _____

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Name of Applicant: _____ Date: _____

5. Administers Oxygen

- Gathers all necessary equipment
- Connects regulator to cylinder
- Opens tank valve
- Checks that pressure is adequate
- Connects oxygen tubing to regulator
- Attaches cannula or mask to tubing
- Places appropriately on model's face
- Regulates flow meter appropriately
- Keeps tank upright and makes sure cylinder top is not pointed at anyone.

Signature of CPM _____ Date _____

Second Verification of Skills Form 206, page 6 of 7

Name of Applicant: _____ Date: _____

6. Drawing medication from a single dose ampule and multi dose vial

- Checks all medications for appearance, name, and expiration date (expired medications or sterile saline may be used for purposes of demonstration)
- Removes needle/syringe from wrapping, twists tip of syringe into hub of needle locking in place, leaves needle cover in place

Ampule:

- Wipes neck of ampule with alcohol prep and allows to dry
- Covers ampule with sterile gauze
- Breaks neck of ampule
- Removes needle cover and places needle into ampule
- Draws medication into syringe keeping needle up
- Taps sides of syringe to remove air bubbles
- Squirts out air bubbles.

Multi-dose vial:

- Cleanses rubber stopper with alcohol prep pad and allows to dry
- Pulls plunger back to appropriate mark
- Holds bottle upside down
- Inserts needle through rubber stopper into medication
- Pushes plunger so air enters vial
- Keeps tip of needle beneath surface of medication
- Draws up slightly more medication than needed
- Withdraws needle from bottle
- Taps sides of syringe with needle up to get bubbles up
- Squirts out air bubbles
- Before injecting, asks about known allergies
- Uses aseptic technique
- Injects appropriately, changing needles if applicable, into person or into orange (if for demonstration purposes)
- Disposes of ampule, needle, and syringe into sharps container.

Signature of CPM _____ Date _____

Second Verification of Skills Form 206, page 7 of 7

Name of Applicant: _____ Date: _____

7. Postpartum exam at 24-72 hours

Inquires or examines for:

- Nipple soreness, problems with nursing
- Lochia (color, amount, odor); blood clots
- Urination, bowel movements
- Nutrition and hydration
- Ability to rest, adequate household help
- Afterpains
- Calf pain
- Bonding

Checks maternal vital signs:

- Blood pressure
- Pulse
- Temperature

Assessment of uterus:

- Palpate for firmness and location
- Fundal height

Assesses perineum:

- Wash hands and don gloves
- Examine perineum, vagina, and anus for edema, hematoma, healing of tears or sutures, foul odor or signs of infection, hemorrhoids
- Appropriate disposal of gloves
- Provides appropriate advice or plan for follow-up
- Documents findings in chart

Signature of CPM _____ Date _____

CPM Verification of Second Verification of Skills Form 207

Name of Applicant: _____ Date: _____

Make a copy of this Form 207 for each CPM who has initialed skills on the Second Verification of Skills Form 206. They must fill out this form and have it notarized.

CPM Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

I, _____, affirm and have witnessed that the applicant, _____, has acquired and is proficient in the performance of the skill(s) that I marked and signed on the Second Verification of Skills Form 206.

I also affirm that I meet the following three (3) criteria for the purpose of Second Verification of Skills:

- I am a current Certified Professional Midwife,
- I have been a Certified Professional Midwife for at least two (2) years, **and**
- I have attended at least thirty (30) out-of-hospital births in addition to those required for the entry-level CPM certification.

I affirm that I have been a primary midwife since _____ (fill in date), and I have attended _____ births (fill in total number of births you have attended in your midwifery career).

I affirm that I have read and understand the instructions pertaining to filling out the Second Verification of Skills Form 206.

CPM's Signature: _____

CPM's Initials: _____ Date: _____

Subscribed and sworn to before me this _____ day, of the month of _____
in the year _____.

Notary Seal

(Notary Signature)

My Commission Expires: _____

Directory

NARM Inquiries

5257 Rosestone Drive
Lilburn, GA 30047
info@narm.org
www.narm.org
888-842-4784 or 770-381-9051 (E)

Practical Skills Guide for Midwives

www.morningstarpub.com
907-689-7749 (AK)

NARM Applications

PO Box 420
Summertown, TN 38483
applications@narm.org
888-426-1280 or 931-964-4234 (C)

Midwifery Education Accreditation Council

*For information about MEAC Accredited
midwifery programs*
P.O. Box 984
La Conner, WA 98257
info@meacschools.org
www.meacschools.org
360-466-2080 (P)

Midwives Alliance of North America Information

611 Pennsylvania Ave SE #1700
Washington DC 20003-4303
info@mana.org
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888-923-6262 (C)

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Time Zones



AK



P



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C



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