

NURSE AID PROGRAM

100 HRS.

Part 1 COURSE OUTLINE

Section I Introduction to Long Term Care (LTC)

- . Unit 1 – Introduction

- . Unit 2 – Role of the Nurse Aide in LTC

- . Unit 3 – Safety Measures

- . Unit 4 – Emergency Measures

- . Unit 5 – Infection Control

- . Unit 6 – Resident Rights and Independence

- . Unit 7 – Communication and Interpersonal Skills

- . Unit 8 – Taking Care of Yourself

Section II Personal Care Skills

- . Unit 1 – Body Mechanics, Positioning and Moving Residents

- . Unit 2 – Care of The Residents Environment

- . Unit 3 – Assisting Residents with Bathing

. Unit 4 – Toileting and Perineal Care

. Unit 5 – Skin Care

. Unit 6 – Hygiene and Grooming

. Unit 7 – Nutrition

. Unit 8 – Hydration

. Unit 9 – Elimination

Section III Basic Nursing Skills

. Unit 1 – Promoting a Restraint-Proper Environment

. Unit 2 – Vital Signs, Height and Weight

. Unit 3 – Observing, Reporting and Charting

. Unit 4 – Admission, Transfer and Discharge

. Unit 5 – Coping with Death

Section IV Restorative Services

. Unit 1 – Introduction to Restoration Services

. Unit 2 – Role of the Nurse Aide in Restoration Care

Section V Mental Health and Social Service Needs

. Unit 1 – Psychosocial Needs of Residents

. Unit 2 – Culture Change

. Unit 3 – Specific Behavior Problems

. Unit 4 – Cognitive Impairment

Section VI Social Skills

. Unit 1 – Conflict Resolution

. Unit 2 – Technologies

Procedural Guidelines

Section I Safety and Emergency Procedures

1. Fainting and Falls

2. Seizures

3. Clearing the Obstructed Airway

4. Personal Protective Equipment (PPE)

5. Body Mechanics for Nurse Aides

Section II Infection Control

6. Hand Washing

7. Isolation Precautions

Section III Communication

8. Communication and Interpersonal Skills

Section IV Nutrition & Hydration

9. Assisting with Meals

10. Feeding the Dependent Resident

Section V Resident's Environment

11. Making the Unoccupied Bed

12. Making the Occupied Bed

Section VI Basic Nursing Skills

13. Intake and Output (I&O)

14. Temperature (Oral, Axillary and Rectal)

15. Manual Pulse and Respiration

16. Blood Pressure

17. Height and Weight

Section VII Personal Care

18. Tub or Shower Bath

19. Complete Bed Bath

20. Perineal Care/Incontinent Care-Female (With or Without Catheter)

21. Perineal Care/Incontinent Care-Male (With or Without Catheter)

22. Catheter Care

23. Brushing the Teeth

24. Denture Care

25. Special Mouth Care

26. Hair Care

27. Shampooing the Hair

28. Shaving the Resident

29. Fingernail Care

30. Foot Care

31. Dressing and Undressing the Resident

32. Applying Knee High Elastic (Compression) Stockings

Section VIII Elimination Care

33. Bedpan

34. Urinal

35. Indwelling Urinary Catheter Care

36. Urine Specimen Collection

37. Stool Specimen Collection

Section IX Caring for Resident Death

38. Postmortem Care

Section X Basic Restoration Services

39. Assisting Resident to Transfer to Chair or Wheelchair

40. Ambulation and Ambulation Aids

41. Passive Range of Motion Exercises (PROM)

Section XI Prevention of Pressure Ulcers

42. Positioning Residents

43. Turning Resident on Side Toward You

44. Moving Resident in Bed

45. Assisting Resident to Sit Up on Side of Bed