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| **COURSE TITLE:** | **FUNDAMENTAL SKILLS IN PATIENT CARE** | |  |
| **PLACEMENT:** | **LEVEL II** |  |  |
| **TOTAL HOURS:** | **70 HOURS** |  |  |
|  |  |  |  |
| **Course Description:** | **This course includes theory, laboratory practice, and clinical experience under supervision** | | |
|  | **utilizing the nursing process in caring for patients of all ages with more complex, and long term bio-** | | |
|  | **psychosocial and spiritual needs. Also included is administration of all types of** | | |
|  | **medications, including parenteral.** | |  |
|  |  |  |  |
| **Methods of Instruction:** | **To implement the program, the instructor will utilize the following methods of instruction:** | | |
|  | **1. Lecture and Discussion** |  |  |
|  | **2. Audio-visual Aids** |  |  |
|  | **3. Use of smart board, bulletin board, and easel** |  |  |
|  | **4. Assignments of related readings and discussion** |  |  |
|  | **5. Computer-based assignments/Internet access** | |  |
|  |  |  |  |
| **Methods of Evaluation:** | **1. Class participation** |  |  |
|  | **2. Written assignments** |  |  |
|  | **3. Quizzes** | | |
|  | **4. Examinations - satisfactory achievement on all examinations (83%)** | | |
|  | **5. Satisfactory achievement on skills checklist in learning laboratory** | | |
|  | **6. Achievement of course objectives** | |  |
|  | **7. Student evaluation of course** |  |  |
|  |  |  |  |
| **Texts:** | Timby, Barbara,"Fundamental Nursing Skills and Concepts:. Lippincott Williams, 12th Edition 2021 | | |
|  | **Saunders Nursing Drug Handbook 2022** | | |
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|  |  |  |  |
| **References:** | **Timby’s Fundamental Nursing Skills and Concepts, Edition 12th, 2021** | |  |
|  | **Taber, “Taber Cyclopedic Medical Dictionary”, F.A. Davis, 24th Edition, 2021** | | |
|  | **Olsen, Medical Dosage Calculations, Pearson, 11th Edition, 2016** | | |
|  | **Hopkins, LabNotes, FA Davis, 3rd Edition, 2015** | | |
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**Objectives:** At the completion of this course, the student practical nurse will:

1. Discuss nursing responsibilities that apply to the administration and distribution of oral medications.
2. Discuss nursing responsibilities that apply to the administration of topical and inhalant medication.
3. Discuss nursing responsibilities that apply to the administration of parenteral medications.
4. Discuss nursing responsibilities that apply to airway management.
5. Discuss nursing responsibilities that apply to gastrointestinal intubation.
6. Discuss nursing responsibilities that apply to mechanical immobilization devices.

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| **UNITS OF INSTRUCTION:** | |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **Nursing Fundamentals II** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **Fundamentals of Oral Medication** | | |  |  |  |  |  |  |
|  | **Fundamentals of Topical and Inhalant Medications** | | | |  |  |  |  |  |
|  | **Fundamentals of Parenteral Medication** | | |  |  |  |  |  |  |
|  | **Fundamentals of Airway Management** | | |  |  |  |  |  |  |
|  | **Fundamentals of Gastrointestinal Intubation** | | |  |  |  |  |  |  |
|  | **Fundamentals of Mechanical Immobilization** | | |  |  |  |  |  |  |
|  |  | | | | | | | | |
|  | **Review and Examinations:** | |  |  |  | **TOTAL Hours** | |  | **70 Hours** |

| **Unit Chapter Objective** | **Chapter Content** | **Teacher Activity** | **Student Activity** |
| --- | --- | --- | --- |
| **Chapter 32** | **Oral Medications** |  |  |
| Identify Components of Medication Orders (Verbal and Telephone)  Describe Methods of Supplying Medication  Discuss Medication Administration | 1. Drug name 2. Route of administration 3. Frequency of medication 4. Documentation 5. Individual Soppy 6. Unit dose 7. Stock supply 8. Automated medication dispensing 9. Applying the five (5) rights 10. Dosage calculation 11. Metric 12. Household 13. Apothecary 14. Documentation 15. Enteral tube administration | **Lecture**  Discussion  White board  Overhead transparencies  Unit test/examination | **Student will:**   * Read chapters * Take notes in class * Take unit test and achieve a passing grade of 83% or higher * Remediation with nurse tutor * Download instructor power point |
| **Chapter 33** | **Topical and Inhalant Medication** |  |  |
| Discuss Topical Medication  Identify Inhalant Route of Administration | 1. Topical administration 2. Transdermal application 3. Ophthalmic application 4. Otic application 5. Nasal application 6. Sublingual and buccai application 7. Vaginal and rectal application 8. Inhalers 9. Metered-dose inhaler | **Lecture:**  Discussion  White board  Overhead transparencies  Unit test/examination | **Student will:**   * Read chapters * Take notes in class * Take unit test and achieve a passing grade of 83% or higher * Remediation with nurse tutor * Download instructor power point |
| **Chapter 34** | **Parenteral Medications** |  |  |
| Discuss Parenteral Administration Equipment  Describe Parenteral Drug Preparations  List Parenteral Injections Routes  Identify Injections Sites and Techniques | 1. Needles 2. Syringes 3. Safety injection equipment 4. Ampules 5. Vials 6. Prefilled cartridges 7. Combining medication in one syringes 8. Intradermal injection 9. Subcutaneous injection (SQ) 10. Intramuscular injection (IM) 11. Intravenous injections (IV) 12. Subcutaneous sites 13. Intramuscular sites 14. Intravenous sites | **Lecture**  Discussion  White board  Overhead transparencies  Unit test/examination | **Student will:**   * Read chapters * Take notes in class * Take unit test and achieve a passing grade of 83% or higher * Remediation with nurse tutor * Download instructor power point |
| **Chapter 36** | **Airway Management** |  |  |
| Discuss Natural Airway Management  Describe Artificial Airway Management | 1. Liquefy secretions 2. Postural drainage 3. Percussion 4. Suctioning secretion 5. Vibration 6. Oral airway 7. Tracheostomy 8. Tracheostomy care | **Lecture**  Discussion  White board  Overhead transparencies  Unit test/examination | **Student will:**   * Read chapters * Take notes in class * Take unit test and achieve a passing grade of 83% or higher * Remediation with nurse tutor * Download instructor power point |
| **Chapters 29** | **Gastrointestinal Intubation** |  |  |
| Identify Gastrointestinal Intubation (GI).  Describe Nasogastric Tube Management  Describe Nasointestinal Tube Management  Describe Tranabdominal Tube Management  Identify Intestinal Decompression | 1. Types of tubes 2. Orogastric tubes 3. Nasogastric tubes 4. Nasointestinal tubes  * Feeding (Gavage) * Intestinal decompression (Lavage)  1. Transabdominal  * Gastrostomy * Jejunostomy tube (J-tube) * Percutaneous endoscopic gastrostomy (PEG) * Percutaneous endoscopic jejunostomy (PEJ)      1. NG insertion 2. NG placement 3. Gastric decompression 4. Enteral nutrition 5. Removal of nasogastric tube      1. Insertion 2. Tube feeding 3. Formula 4. Schedules 5. Bolus 6. Continuous 7. Intermittent 8. Cyclic 9. Insertion 10. Removal 11. Nursing intervention | **Lecture**  Discussion  White board  Overhead transparencies  Unit test/examination | **Student will:**   * Read chapters * Take notes in class * Take unit test and achieve a passing grade of 83% or higher * Remediation with nurse tutor * Download instructor power point |
| **Chapters 25** | **Mechanical Immobilization** |  |  |
| List Mechanical Immobilization Devices | 1. Splint 2. Braces 3. Casts 4. Application 5. Basic care 6. Cast removal 7. Traction 8. Skin 9. Skeletal 10. Manual 11. External fixators 12. Pin site care 13. Slings | **Lecture**  Discussion  White board  Overhead transparencies  Unit test/examination | **Student will:**   * Read chapters * Take notes in class * Take unit test and achieve a passing grade of 83% or higher * Remediation with nurse tutor * Download instructor power point |

**Bibliography**

Internet Access to Articles