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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** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **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 MedicationDiscuss 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**DiscussionWhite boardOverhead transparenciesUnit 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 MedicationIdentify 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:**DiscussionWhite boardOverhead transparenciesUnit 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 EquipmentDescribe Parenteral Drug PreparationsList Parenteral Injections RoutesIdentify 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**DiscussionWhite boardOverhead transparenciesUnit 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 ManagementDescribe 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**DiscussionWhite boardOverhead transparenciesUnit 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 ManagementDescribe Nasointestinal Tube ManagementDescribe Tranabdominal Tube ManagementIdentify 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**DiscussionWhite boardOverhead transparenciesUnit 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**DiscussionWhite boardOverhead transparenciesUnit test/examination | **Student will:*** Read chapters
* Take notes in class
* Take unit test and achieve a passing grade of 83% or higher
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**Bibliography**

Internet Access to Articles