

NEW HORIZONS REGIONAL EDUCATION CENTER

PACING GUIDE

Program: Nursing Assistant

Instructor: Michelle Duesberry-Woody, MSN, RN

Marking Period Topic/Objectives	Virginia State Competencies	Standardized Test Areas	Supporting Equipment Technology
1st Marking Period (09/08/20 - 11/02/20)			
<p>Orientation to Nursing Assistant Program</p> <ol style="list-style-type: none"> 1. Distribute/Discuss/Collect parent/student orientation forms 2. Discuss student rights; establish classroom rules and committees 3. Introduce students to facility 4. Distribute and Explain Syllabus 5. Discuss student organizations and the student’s involvement 	<p>HMS8362.001 HMS8362.002 HMS8362.003 HMS8362.004 HMS8362.005</p>		<p>Orientation Packet</p>
<p>Unit I - Nurse Aide in Long-Term Care</p> <ol style="list-style-type: none"> 1. Describe the types, purposes, and organization of health care agencies (pg. 2&3) 2. Describe members of the health team and nursing team (pg. 4-6) 3. Describe the programs that pay for health care (pg. 8&9) 4. Explain the laws that affect nursing assistants (pg. 22-23) 5. Describe the training and competency evaluation requirements for NA (pg. 23-25) 6. Describe the delegation process and the NA’s role in that process (pg. 27-33) 7. Explain how to accept and refuse a delegated task. (pg. 31) 8. Identify tasks that are commonly performed by the Nurse Aide (pg. 28&29) 9. List important interpersonal skills a Nurse Aide needs when interacting with the person they’re caring for. (BON curriculum pg. 12 of Unit I) 10. Describe considerations when seeking employment (pg. 47-55) 11. Describe behavior characteristics that the Nurse Aide should display, including attitude, good grooming, and work ethics (pg. 55-58) 12. Explain the consequences of criminal convictions, as described in Guidance Document 90-55 on employment opportunities for the Nurse Aide (see attached) 13. Role play a successful interview utilizing pg. 52-54 		<p>Required For Certification</p>	<p>Textbook Chapter 1, 3,5,7</p> <p>Board of Nursing curriculum (BON</p>

<p>Unit II - Communication and Interpersonal Skills</p> <ol style="list-style-type: none"> 1. Define communication and the rules for good communication. Pg. 64 2. Describe the tool and documents used by the health care team to communicate to each other information about and needs of the person they are caring for. Pg. 64-68 3. Describe the legal and ethical aspects of the medical record. Pg. 64-65 4. List the information you need to report to the nurse. Pg. 68 5. List the rules for reporting and recording. Pg. 69 6. Explain how to use the 24-hour clock, medical terminology, medical abbreviations, and directional terms. Pg. 68-74 7. Describe the rules for answering phones. Pg. 76 8. Define the nursing process and the 5 steps it entails. Pg. 80 - 86 9. Define observation and the difference between objective data and subjective data. Pg. 80 10. List your role in the nursing process. Pg. 86 11. Explain the purpose of care conferences. Pg. 84 12. Define verbal communication and the rules to follow when communicating verbally pg. 96 13. Describe how messages are sent via non-verbal communication by the care-giver and the person being cared for. Pg. 97 14. Describe the different communication methods (listening, paraphrasing, direct questions, open-ended questions, clarifying, focusing and silence) pg.98-99 15. List communication barriers you must avoid pg. 99 16. Describe communication regarding persons who are comatose. Pg. 100 17. List 8 strategies used to communicate with persons who are hearing-impaired. (BON curriculum pg. 11-12) 18. List 6 strategies used to communicate with persons who are visually-impaired. (BON curriculum pg. 12) 		<p>Required for Certification</p>	<p>Textbook Chapters 6,7, & 8</p> <p>Board of Nursing curriculum (BON)</p>

<p>19. List 2 important strategies needed to communicate with family members. (BON curriculum pg. 12)</p> <p>20. List 9 strategies to be used when communicating with the health care team. (BON curriculum pg. 12)</p> <p>21. Identify stressors for the Nurse Aide and the resources the Nurse Aide may use to deal with the stress. (BON curriculum pg. 12-13)</p> <p>22. Identify conflict management strategies utilizing a role-play technique. (BON curriculum pg. 13)</p> <p>23. List the critical thinking process. (BON curriculum pg. 13-14)</p>			
<p>Unit III - Infection Control</p>			
<p>1. Describe the chain of infection. Pg. 213-216</p> <p>2. Identify factors contributing to occurrence of infections. (BON curriculum pg. 17)</p> <p>3. Describe sources and sites of infection (BON curriculum pg. 17)</p> <p>4. Identify human defenses against infection. (BON curriculum pg. 17&18)</p> <p>5. Explain the early signs and symptoms of infection. (BON curriculum pg. 18)</p> <p>6. Explain why the elderly are so susceptible to infection. (BON curriculum pg.18)</p> <p>7. Demonstrate proper hand washing technique. Pg. 212-220</p> <p>8. Compare different methods used to achieve medical asepsis. Pg. 216-222</p> <p>9. Describe Standard Precautions guidelines. Pg. 223-225</p> <p>10. Identify various types of isolation precautions. Pg. 226-227</p> <p>11. Demonstrate proper donning and removing technique for personal protective equipment. Pg. 228-231</p> <p>12. Describe the disposition of waste material in a health care facility. Pg. 233-234</p> <p>13. Describe the OSHA Bloodborne Pathogen Standard. Pg. 235-238</p>		<p>Required for certification</p>	<p>Textbook Chapter 15</p> <p>Board of Nursing Curriculum (BON)</p>
<p>Unit IV - Safety Measures</p> <p>1. List risk factors for common accidents. Pg. 150 & (BON curriculum pg. 23 &24)</p> <p>2. Describe measures to prevent various common accidents in health care facilities. Pg. 156 – 168</p> <p>3. Describe the procedure for dealing with an obstructed airway. Pg. 163 - 167</p> <p>4. Describe how to handle hazardous materials and identify the information contained on a Material Safety Data Sheet (MSDS) Pg. 170-171</p>		<p>Required for certification</p>	<p>Textbook Chapters 12,13,14,16</p> <p>Board of Nursing Curriculum (BON)</p>

<ol style="list-style-type: none"> 5. Identify potential causes of a fire in a health care facility. Pg. 171 & (BON curriculum p. 29) 6. Describe the nurse aide’s role in the use of oxygen in a health care facility. Pg. 171 - 172 7. Identify ways to prevent a fire in a health care facility. Pg. 173 8. Describe what to do during a fire. Pg. 173 – 174 9. Describe the proper use of a fire extinguisher. Pg. 174 – 175 10. Describe the events to be taken in the event of a disaster. Pg. 176 11. Explain the importance of the facility policy/procedure manual for fire and disaster. (BON curriculum p. 30) 12. List safety procedures to prevent falls in health care facilities. Pg. 185 – 188 13. Describe what to do for a falling person and the procedure for and the of importance of reporting it to the supervisor. Pg. 192 14. Describe the history of restraint use and restraint alternatives. Pg. 197 – 198 15. Describe safe restraint use including the importance of and frequency of monitoring the client. Pg. 197 - 211 16. Describe the use and benefits of good body mechanics. Pg. 246 – 248 			
<p>Unit V - Emergency Measure</p> <ol style="list-style-type: none"> 1. Identify basic emergency care rules. Pg. 800 2. Identify symptoms a client may display when experiencing an emergency. (BON curriculum pg. 33) 3. Describe the appropriate response to a conscious or unconscious client in an emergency situation. (BON curriculum p. 33-34) 4. Describe the signs, symptoms and emergency care for hemorrhage. Pg. 816 5. Describe the appropriate nurse aide actions for a client who is having a nose bleed. (BON curriculum pg. 35) 6. Identify common causes and emergency care for fainting. Pg. 817 7. Describe appropriate nurse aide actions for a client who has vomited. (BON curriculum pg. 35). 8. Describes the causes, types and emergency care for burns. Pg. 819-820 9. List the s/s of a heart attack and the appropriate nurse aide actions. (BON curriculum pg. 36) 		<p>Required for certification</p>	<p>Textbook Chapter 51</p> <p>BON Curriculum</p>

<p>10. Describe the causes and types of seizures and how to care for a person during a seizure. Pg. 818-819</p> <p>11. Describe the signs, symptoms, and emergency care for stroke. Pg. 817-818</p> <p>12. Describe the signs, symptoms, and emergency care for shock. Pg. 817</p> <p>13. Describe the s/s of hypoglycemia and the appropriate nurse aide action. (BON curriculum pg. 37-38)</p> <p>14. Describe the s/s of hyperglycemia and the appropriate the nurse aide action (BON curriculum pg. 38)</p>			
<p>Unit VI - Client's Rights</p> <p>1. Identify the 4 basic rights of all clients (BON curriculum pg.40)</p> <p>2. Explain client rights identified in the Omnibus budget Reconciliation Act (OBRA) and the HIPPA (Health Insurance Portability and Accountability Act Pg. 12-19, Box 2-2 on pg. 15; (BON curriculum pg. 41)</p> <p>3. Identify nurse aide actions that maintain client privacy and confidentiality. Pg. 14&15 and "Focus on Pride" pg. 19</p> <p>4. Identify nurse aide actions that promote the client's right to make personal choices to accommodate their individual needs. Box 2-3 on pg. 17 and "Focus on Pride" pg. 19</p> <p>5. Identify nurse aide actions that assist the client with their right to receive assistance resolving grievances and disputes. (BON curriculum pg. 42)</p> <p>6. Describe the role of the ombudsman in a long-term care facility. Pg. 19</p> <p>7. Identify nurse aide actions that provide the client with assistance necessary to participate in client and family groups and other activities. Pg. 18 and "Focus on Pride" Pg. 19 and (BON curriculum pg. 42-43)</p> <p>8. Identify nurse aide actions that maintain the care and security of the client's personal possessions. Pg. 16 (BON curriculum pg. 43)</p> <p>9. Explain the difference between abuse, mistreatment, and neglect and the importance of reporting such treatment to the appropriate supervisor. Pg. 35 – 44</p> <p>10. Identify actions of the nurse aide that constitute client abuse, neglect and mistreatment. (BON curriculum pg. 44 – 45)</p> <p>11. Identify s/s that indicate client abuse or neglect. (BON curriculum pg. 45)</p> <p>12. Describe the nurse aide's role as a mandated reporter. (BON curriculum pg. 45-46)</p>		<p>Required for Certification</p>	<p>Textbook Chapter 2, 4, 8</p> <p>BON curriculum</p>

<p>13. Describe the consequences of a report of abuse, mistreatment or neglect against a nurse aide. (BON curriculum pg. 46) and (18VAC90-25-100 and 18VAC90-25-81)</p> <p>14. Explain how the nurse aide can help the client meet their basic needs described by Maslow. Pg. 90 - 92</p> <p>15. Describe strategies the nurse aide can use to promote client independence. (BON curriculum Pg. 47)</p> <p>16. Explain how the nurse aide can modify care of the client to promote culturally sensitive care utilizing role play. (Transcultural Nsg: Basic Concepts & Case Studies www.culturaldiversity.org)</p> <p>17. Identify developmental tasks for each age group described by Erikson. (BON curriculum pg. 48 – 49)</p>			
<p>Unit VII - Basic Skills</p> <p>1. Explain the beginning and ending steps for the nurse aide when providing care to the client. (BON curriculum pg. 51-52)</p> <p>2. Identify changes in mental status that the nurse aide might observe. (BON curriculum pg. 52)</p> <p>3. Identify changes in physical appearance that the nurse aide might observe. (BON curriculum pg. 52-53)</p> <p>4. Identify signs of infection that the nurse aide might observe. (BON curriculum pg. 53)</p> <p>5. Identify s/s that should be reported to the appropriate supervisor during daily care. (BON curriculum pg. 53-56)</p> <p>6. Describe 6 conditions that effect the client’s environment. (BON curriculum pg. 56-57)</p> <p>7. Identify the 6 OBRA requirements for a client’s room. (BON curriculum pg. 57)</p> <p>8. Describe the furnishing located in a typical client room. “Focus on Long-term care” Pg.287, Pg. 290 – 301</p> <p>9. Describe the nurse aide’s responsibilities for care of the client’s environment. (BON curriculum pg. 59)</p> <p>10. Describe what the nurse aide should report to the supervisor regarding the client’s room. (BON curriculum pg. 59)</p>		<p>Required for Certification</p>	<p>Textbook Chapters 11, 18, 19, 24, 26, 28</p> <p>BON curriculum</p> <p>Virginia Nurse Aide Candidate Handbook</p>

11. Describe the 4 different ways beds are made and why they are made that way. Pg. 304
12. Describe the different types of linen the nurse aide uses to make a bed in a long-term care facility. Pg. 304
13. Identify various devices used on the bed in a long-term care facility. (BON curriculum pg. 60-61) Pg. 599
14. Describe how to correctly handle linen. Pg. 305-307
15. Demonstrate how to make a closed, an open, an occupied and a surgical bed. Pg. 307-317
16. Explain the purpose of vital signs and when they are measured. Pg. 467
17. Demonstrate the use of a thermometer to accurately measure and record a client's temperature. Pg. 467-476 (BON curriculum Pg. 62-63)
18. List the appropriate changes in temperature that should be reported to the supervisor. "Delegation Guidelines" Pg. 470
19. Identify specific factors that may affect the accuracy of the temperature. (BON curriculum Pg. 63-64)
20. Describe the circulation of blood from the heart, to the periphery of the body and back to the heart. Pg. 476-477
21. Demonstrate how to count and record radial pulse. Pg. 477-482
22. Describe when to report any changes or abnormal pulse rates to the appropriate supervisor. "Delegation Guidelines" pg. 479
23. Identify specific factors that may affect the accuracy of the pulse rate. (BON curriculum pg. 65)
24. Explain what the blood pressure measures. Pg. 484 (BON curriculum Pg. 65)
25. Demonstrate how to measure and record blood pressure. Pg. 485 - 489
26. State what is an abnormal blood pressure reading. Pg. 484
27. State to whom and when to report abnormal blood pressures. Pg. 484 - 485
28. Identify specific factors that may affect the blood pressure; and those factors that may affect the accuracy of the BP reading. Box 26-4 on Pg. 485 (BON curriculum pg. 66)
29. Demonstrate how to count and record respirations. Pg. 482-483
30. State what is an abnormal respiration and when and to whom to report it. "Counting Respirations" Pg. 483 – 484

<p>31. Define pain and the factors affecting pain. Pg. 510 - 512</p> <p>32. Describe observations that the nurse aide can make to understand the client’s pain level. (BON curriculum pg. 67)</p> <p>33. Describe comfort measures the nurse aide can perform in response to the client’s pain. (BON curriculum pg. 68)</p> <p>34. Demonstrate how to measure and record weight and height of a client. Pg. 526 -530</p> <p>35. Describe how and when to report changes in height and weight. “Delegation guidelines” pg. 527</p> <p>36. Describe the six (6) main nutrients in a healthy diet. Pg. 431 (BON curriculum pg. 104)</p> <p>37. Explain how to use the Food Pyramid as a guide for a healthy diet. (BON curriculum pg. 105)</p> <p>38. Identify various special diets that clients may receive. Pg. 436-439 (BON curriculum pg. 105-106)</p> <p>39. Describe the three (3) consistencies of Thicken that may be ordered for clients with swallowing difficulties. Pg. (BON curriculum pg. 106)</p> <p>40. Identify age-related changes that affect eating and nutrition. (BON curriculum pg. 106-107)</p> <p>41. Identify cultural and social considerations that affect eating and nutrition. Pg. 435 (BON curriculum pg. 107)</p> <p>42. Observations nurse aide should report concerning eating and nutrition. (BON curriculum pg. 108)</p> <p>43. Explain guidelines for the nurse aide concerning eating and nutrition. (BON curriculum pg. 108)</p> <p>44. Describe actions the nurse aide should take to prepare the client for the meal time; how to serve client trays; how to feed a client who cannot feed self; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor.</p> <p style="padding-left: 40px;">a. Pg. 443-450 Virginia Nurse Aide Candidate Handbook (BON curriculum pg. 109)</p> <p>45. Describe how to measure, document and report food and fluid intake. Pg. 439 – 442 (BON curriculum pg. 110)</p>			
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<p>46. Describe how to report changes in food intake to the appropriate supervisor. (BON curriculum pg. 70)</p> <p>47. Describe actions to help prevent aspiration. (BON curriculum pg. 110)</p> <p>48. Define hydration, including actual amount of fluid required per day. Pg. 439</p> <p>49. Describe s/s of dehydration. (BON curriculum pg. 110-111)</p> <p>50. Accurately describe actions of the nurse aide to prevent client dehydration. (BON curriculum pg. 111)</p> <p>51. Identify s/s of fluid overload to report to the appropriate supervisor. (BON curriculum pg. 111)</p> <p>52. Identify the major anatomical structures of the urinary system. “Body structure and function review” Pg. 720</p> <p>53. Describe the fluids that can be recorded as fluid output. Pg. 440</p> <p>54. Identify equipment used to measure fluid output. Pg. 440-441 (Fig. 24.6)</p> <p>55. Demonstrate accurate measurement and recording of urinary output. Pg. 440 -441 (Fig. 24-5)</p> <p>56. Describe how to report any changes in urinary output. (BON curriculum pg. 69)</p> <p>57. Identify factors that may affect the client’s urinary output. (BON curriculum Pg. 70)</p>			
<p>2ND Marking Period (11/03/20 - 01/27/21)</p>			
<p>Clinical Experience (02/01/21)</p>			

<p>Unit VIII - Personal Care Skills</p> <ol style="list-style-type: none"> 1. Identify the components of personal care. (BON curriculum pg. 72-73) 2. Explain routine personal care for both morning and bedtime. Pg. 323 (BON curriculum pg. 73) 3. Describe the guidelines for assisting the client with personal care. (BON curriculum pg. 73-74) 4. Explain what the nurse aide should observe while assisting the client with personal care. (BON curriculum pg. 74) 5. Identify the purposes of bathing. Pg. 331 (BON curriculum pg. 74) 6. Identify the supplies required for bathing. "Giving a complete bed bath" Pg. 335 7. Describe the safety guidelines the nurse aide should follow when assisting the client to bathe. Pg. 334 (BON curriculum pg. 75) 8. Explain the importance of following the correct sequence of bathing. Pg. 337 <ol style="list-style-type: none"> a. (BON curriculum pg. 75) 9. Demonstrate how to give a tub bath and shower. Pg. 343 – 344 (BON curriculum pg. 76-77) 10. Describe the safety measures to be used when giving a tub bath or shower. Box 20-2 Pg. 340 11. Discuss the importance of reporting abnormal observations or changes to the appropriate supervisor. "Delegation Guidelines" Pg. 333 12. Accurately document performance of a tub bath or shower on the facility ADL form. 13. Demonstrate how to give a partial bed bath; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance of a partial bath. Pg. 333 & 339 (BON curriculum Pg. 77-78) 14. Demonstrate how to give a complete bed bath; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance of a complete bed bath. Pg. 335-338 (BON curriculum Pg. 78-80) 15. Demonstrate how to give modified bed bath (face, 1 arm, hand and underarm). Virginia Nurse Aide Candidate Handbook 16. Identify terms associated with oral hygiene. (BON curriculum Pg. 80-81) 17. Explain the importance of oral hygiene. (BON curriculum Pg. 81) 18. Describe observations the nurse aide may make while providing oral hygiene to a client. Pg. 324 "Delegation Guidelines" (BON curriculum Pg. 81-82) 		<p>Required for Certification</p>	<p>Textbook Chapters 9, 17, 20, 21, 22, 23, 27, 31, 33, 34, 41, 43</p> <p>BON curriculum</p> <p>Virginia Nurse Aide Candidate Handbook</p>
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<p>19. Identify the guidelines for good oral hygiene. (BON curriculum Pg. 82)</p> <p>20. Demonstrate how to provide mouth care; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance of mouth care. (BON curriculum Pg. 82) Virginia Nurse Aide Candidate Handbook “Delegation Guidelines” Pg. 324</p> <p>21. Describe how to provide mouth care for an edentulous client; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance of mouth care (BON curriculum Pg. 82)</p> <p>22. Describe how to floss a client’s teeth. Pg. 324 – 326 (BON curriculum pg. 83)</p> <p>23. Demonstrate how to provide denture care; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance of denture care. Pg. 329 - 331 (BON curriculum pg. 83-84)</p> <p>24. Describe how to provide mouth care to an unconscious person; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 328 (BON curriculum pg. 84)</p> <p>25. Identify the components of personal grooming. (BON curriculum pg. 85)</p> <p>26. Explain how to shampoo a client’s hair. Pg. 358-360 (BON curriculum pg. 85)</p> <p>27. Demonstrate how to provide hair care; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 354-358 (BON curriculum pg. 85-86)</p> <p>28. Explain guidelines for a nurse aide when shaving a client. Pg. 361-363 (BON curriculum pg. 86)</p> <p>29. Describe the different types of razors including how the nurse aide would use each type. (BON curriculum pg. 86-87)</p> <p>30. Demonstrate how to shave a client; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 362-363 (BON curriculum pg. 87)</p> <p>31. Explain why make-up may be important for the client. (BON curriculum pg. 88)</p> <p>32. Identify the importance of fingernail care. (BON curriculum pg. 88)</p> <p>33. Describe guidelines the nurse aide should follow when providing nail care. (BON curriculum pg. 88)</p>			
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<p>34. Demonstrate how to provide fingernail/foot care; discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 365</p> <p>35. Describe the importance of daily dressing. (BON curriculum pg. 90)</p> <p>36. Discuss guidelines the nurse aide should follow when helping a client to dress and identify assistive devices that are useful for clients when they are dressing themselves. Pg. 354, 366-372 (BON curriculum pg. 90)</p> <p>37. Explain observations the nurse aide may make when assisting the client to dress; and identify safety measures and precautions that should be taken. (BON curriculum pg. 90)</p> <p>38. Demonstrate how to dress client with affected (weak) right arm; report observations to appropriate supervisor and document procedure on ADL (Activity of Daily Living) sheet. Virginia Nurse Aide Candidate Handbook: “Dresses client with affected (weak) right arm”.</p> <p>39. Explain the anatomy and physiology of the urinary system. Pg. 376</p> <p>40. Define the terms used in the urinary system. Pg. 377 - Table 22-1 (BON curriculum pg. 91-92)</p> <p>41. Describe age-related changes seen in the urinary system. (BON curriculum pg. 92)</p> <p>42. Identify normal and abnormal characteristics of urine. (BON curriculum pg. 92-93)</p> <p>43. Explain the guidelines the nurse aide should follow to promote normal urination patterns. Pg. 376 – Box 22-1</p> <p>44. List common disorders of the urinary system, including their s/s. (BON curriculum pg. 93-95)</p> <p>45. Identify equipment used with the urinary system. Pg. 378-383</p> <p>46. Demonstrate how to provide perineal and catheter care; and discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 346-352 (including “Delegation Guidelines”) Virginia Nurse Aide Candidate Handbook</p> <p>47. Demonstrate how to accurately document urinary output. Virginia Nurse Aide Candidate Handbook.</p> <p>48. Describe how to collect routine urine specimen; and discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document specimen collections. Pg. 541 – 547 (BON curriculum pg. 98-99)</p>			
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<p>49. Explain the anatomy and physiology of the gastrointestinal (GI) system. Pg. 407 (BON curriculum pg. 100)</p> <p>50. Demonstrate how to help a client use a bedpan; and discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 379-383 Virginia Nurse Aide Candidate Handbook</p> <p>51. Describe common disorders of the GI system. Pg. 409-413 (BON curriculum pg. 101-102)</p> <p>52. Explain the different types of enemas and when a nurse aide is permitted to give an enema. (BON curriculum pg. 102)</p> <p>53. Describe how to collect routine stool specimen; and discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. Pg. 550-552 (including Delegation guidelines) (BON curriculum pg. 102-103)</p> <p>54. Describe how to perform test for occult blood; and discuss the importance of reporting abnormal changes to the appropriate supervisor; and accurately document performance. (BON curriculum pg. 103)</p> <p>55. Explain why a client might have a colostomy. Pg. 421</p> <p>56. Describe the care issues for a client with colostomy including what observations the nurse aide should make. Pg. 421-422 (BON curriculum pg. 104)</p> <p>57. Explain the anatomy and physiology of the skin. Pg. 676 (BON curriculum pg. 111-112)</p> <p>58. Describe age-related changes seen in the skin. Pg. 138 – Box 11-2 (BON curriculum pg. 112)</p> <p>59. List common disorders of the skin, including their s/s. Pg. 676 (BON curriculum pg. 112-114)</p> <p>60. Identify risk factors for developing pressure sores. Pg. 595</p> <p>61. Describe the staging of pressure sores. Pg. 597</p> <p>62. Describe actions the nurse aide can take to prevent pressure sores; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor.</p> <p>a. Pg. 598 – 601 (BON curriculum pg. 115)</p>			
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<p>63. Demonstrate how to perform a back massage; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor. Pg. 344-346 including "Delegation Guidelines"</p> <p>64. Identify the structure and function of the musculo-skeletal system. Pg. 686</p> <p>65. Describe age-related changes seen in the musculo-skeletal system. Pg. 138 – Box 11-2</p> <p>66. Describe common disorders of the musculo-skeletal system, including their s/s and guidelines for the nurse aide. Pg. 686-694</p> <p>67. Identify complications of immobility. Pg. 492</p> <p>68. Demonstrate the various positions for the client in bed. Pg. 249-251</p> <p>69. Demonstrate how to raise a client's head and shoulders and move the client up in bed including a draw sheet; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor and accurately document performance on the ADL sheet. Pg. 260-263</p> <p>70. Demonstrate how to position client on side and accurately document performance on ADL sheet. Virginia Nurse Aide Candidate Handbook</p> <p>71. Demonstrate how to transfer client from bed to wheelchair using a transfer belt; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor and accurately document performance on ADL sheet. Pg. 274-275 Virginia Nurse Aide Candidate Handbook</p> <p>72. Demonstrate how to transfer client from bed to wheelchair using a mechanical lift; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor and accurately document performance on ADL sheet. Pg. 278-281 Virginia Nurse Aide Candidate Handbook</p> <p>73. Demonstrate how to ambulate client using transfer/gait belt and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor and accurately document performance on ADL sheet. Pg. 501-502 Virginia Nurse Aide Candidate Handbook</p> <p>74. Explains the importance of bowel and bladder training</p>			
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<p>Unit IX - Individual Client's Needs, including Mental Health and Social Service Needs</p> <ol style="list-style-type: none"> 1. Identify basic physical needs of the client. Pg. 90 2. Identify basic psychosocial needs of the client. Pg. 91-92 (BON curriculum pg. 125-126) 3. Describe the guidelines a nurse aide should use to assist the client to meet his psychosocial needs. (BON curriculum pg. 126) 4. List and define the Basic Mental health and Mental Disorder concepts. Pg. 728. 5. Identify and define the different defense mechanisms. Pg. 729 – Box 45-2 6. Describe the s/s of anxiety. Pg. 728 – Box 45-1 7. Identify the behaviors associated with obsessive-compulsive disorder. Pg. 729 8. Define phobia and list the 8 common phobias. Pg. 729 9. Identify the s/s of depression. Pg. 731 Box 45-4 10. Describe the behavior associated with bipolar disorder. Pg. 731 Box 45-4 11. Describe the s/s of associated with schizophrenia. Pg. 730-731 12. List how a nurse aide can modify their behavior in response to the behavior of the client; and explain the importance of reporting abnormal observations or changes to the appropriate supervisor. (BON curriculum pg. 128-129) 13. Explain the principles of behavior management needed to reinforce appropriate behavior and causing inappropriate behavior to be reduced or eliminated. (BON curriculum pg. 129-130) 14. List strategies to reinforce appropriate behaviors and strategies to reduce inappropriate. (BON curriculum pg. 130) 15. Identify age-appropriate strategies to reinforce client dignity. (BON curriculum pg. 130-131) 16. Identify guidelines for nurse aide to reinforce client dignity. (BON curriculum pg. 131) 17. Identify warning signs that frequently precede aggressive behavior. (BON curriculum pg. 131) 18. Identify strategies needed to respond to aggressive behavior. (BON curriculum pg. 131) 19. Identify common causes of angry behavior and warning signs that precede angry behavior. (BON curriculum pg. 132) 		<p>Required for Certification</p>	<p>Textbook Chapter 8, 45, 46, 47, 39</p> <p>BON curriculum</p>
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<p>20. List common causes of combative behavior, and strategies to respond to those behaviors. (BON curriculum pg. 132-133)</p> <p>21. List examples of inappropriate language and how to respond to it. (BON curriculum pg. 133)</p> <p>22. Identify common causes of confusion and/or disorientation. Pg. 740 (BON curriculum pg. 133)</p> <p>23. Demonstrate strategies to respond to confused and/or disoriented behavior. (BON curriculum pg. 134)</p> <p>24. Demonstrate strategies to respond to inappropriate sexual behavior. (BON curriculum pg. 134)</p> <p>25. Identify the role of family/concerned others as a source of emotional support for the client. a. (BON curriculum pg. 134-135)</p> <p>26. Demonstrate strategies to encourage and meet the emotional needs of the client and family/concerned others. (BON curriculum pg. 135)</p> <p>27. Demonstrate appropriate clinical care of the aged. (BON curriculum pg. 135)</p> <p>28. Define developmental disabilities and the affects developmental disabilities may have on the client. Pg. 757-758</p> <p>29. Identify various physical disabilities the nurse aide may find in a long-term care facility. Pg. 817, Pg. 649-666</p> <p>30. Demonstrate appropriate clinical care of the disabled. (BON curriculum pg. 136)</p>			
<p>Unit X - Special Needs Clients</p> <p>1. Explain the anatomy and physiology of the nervous system. Pg. 680 (BON curriculum pg. 138-139)</p> <p>2. Describe age-related changes seen in the nervous system. (BON curriculum pg. 139)</p> <p>3. List common disorders of the nervous system, including their s/s. Pg. 681-685 (BON curriculum pg. 141)</p>		<p>Required for certification</p>	<p>Textbook Chapter 39, 41, 43, 46,</p>

<ol style="list-style-type: none"> 4. Explain the anatomy and physiology of the eye. Pg. 657 5. Describe the age-related changes seen in the eye. (BON curriculum pg. 143) 6. Demonstrate an understanding of the visually impaired client and respond appropriately to the behavior of the visually impaired client. Pg. 661-662 (BON curriculum pg. 143-145) 7. Explain the anatomy and physiology and age related changes of the ear. Pg. 650-651 (BON curriculum pg. 145) 8. Demonstrate an understanding of the hearing impaired client. Pg. 650-655 9. Respond appropriately to the behavior of the hearing impaired client. (BON curriculum pg. 146) 10. Describe the terms used with cognitive impairment. (BON curriculum pg. 146-147) 11. Discuss the 3 stages of Alzheimer’s disease. Pg. 744 Box 46-7 12. Demonstrate an understanding of the cognitively impaired client; and how to respond appropriately to their behavior. Pg. 745-749 13. Demonstrate strategies for communicating with the cognitively impaired client. Pg. “Caring about Culture: Communication Problems” and “Focus on Communication” on Pg. 748; 749 Box 46-8 14. Demonstrate techniques for addressing the unique needs and behaviors of the clients with cognitive impairment. “Care of persons with Alzheimer’s Disease and other Dementias” Pg. 750 – 751 (BON curriculum pg. 152) 15. Demonstrate methods to reduce the effects of cognitive impairment. (BON curriculum pg. 153) 16. Identify strategies the nurse aide can use to keep a positive, emphatic attitude when caring for the client with cognitive impairment. (BON curriculum pg. 153) 17. Identify parts; and age-related changes seen in the endocrine system. Pg. 716 (BON curriculum pg. 153-154) 18. Discuss common disorders of the endocrine system. (BON curriculum pg. 154) 19. Describe the difference between type 1 and type 2 diabetes mellitus. (BON curriculum pg. 154) 20. Identify s/s of Diabetes Mellitus. Pg. 716 (BON curriculum pg. 154) 21. Discuss hypoglycemia, including the s/s and the care of the client experiencing hypoglycemia. (BON curriculum pg. 154) 22. Discuss hyperglycemia including s/s and care. (BON curriculum pg. 155) 			
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<p>23. Describe long-term complications of diabetes mellitus; and list guidelines for the nurse aide caring for the client. (BON curriculum pg. 155)</p> <p>24. Discuss the importance of reporting abnormal observations or changes to the appropriate supervisor. (BON curriculum pg. 155)</p> <p>25. Identify s/s of hypothyroidism/hyperthyroidism; discuss guidelines for the nurse aide to care for these clients; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor. (BON curriculum pg. 156-157)</p>			
<p>Unit XI - Basic Restorative Services</p> <ol style="list-style-type: none"> 1. Definitions: Disability and Rehabilitation (BON curriculum pg. 159) 2. Describe the purpose of rehabilitation Pg. 640 3. Identify members of the rehabilitation team. Pg. 645 4. Goals of the rehabilitation team. (BON curriculum pg. 160) 5. Describe restorative care. Pg. 641 6. Describe the role of the nurse aide in rehabilitation and restorative care. (BON curriculum pg. 160 – 161) 7. Describe way to teach, with supervision, a client to participate in self-care. (BON curriculum pg. 161) 8. Describe reasons why client may not want to participate in self-care. (BON curriculum pg. 161) 9. Identify assistive devices the nurse aide may use for transferring clients, including bed to chair and bed to stretcher. (BON curriculum pg. 161) 10. Identify assistive devices the nurse aide may use to assist the client to ambulate. Pg. 643 (BON curriculum pg. 161) 11. Demonstrate how to assist the client to ambulate with assistive devices. (BON curriculum pg. 161-162) Virginia Nurse Aide Candidate Handbook 12. Identify assistive devices the nurse aide may use to assist the client to eat and dress. Pg. 642 (BON curriculum pg.162) and googleimages.com 13. Define terms associated with range of motion. Pg. 492 and Box 27-2 pg. 496 14. Describe benefits of exercise. Pg. 495 15. Demonstrate passive ROM to upper and lower extremities. Pg. 497-500 16. Describe the guidelines for ROM exercises. Box 27-2 pg. 496. 			<p>Textbook Chapter 38</p> <p>BON curriculum</p> <p>Virginia Nurse Aide Candidate Handbook</p>

<p>17. List and describe the use of prosthetic and orthotic devices</p>			
<p>Unit XII- - Care of the Client When Death is Imminent</p> <ol style="list-style-type: none"> 1. Explain the anatomy and physiology of the respiratory system; along with age-related changes that can be seen. Pg. 615 (BON curriculum pg. 171). 2. Discuss common disorders of the respiratory system; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor. Pg. 702-706 (BON curriculum pg. 171-173) 3. Describe the use of various types of oxygen therapy equipment. Pg. 624-628 (BON curriculum pg. 173-174) 4. Discuss the guidelines for caring for the client receiving oxygen therapy; and discuss the importance of reporting abnormal observations or changes to the appropriate supervisor. Pg. 629-630 (BON curriculum pg. 174) 5. Explain the anatomy and physiology of the circulatory system along with age-related changes that may be seen. Pg. 697-698 (BON curriculum pg. 174-175) 6. Discuss common disorders of the circulatory system. Pg. 699-702 (BON curriculum pg. 175-176) 7. Discuss guidelines for caring for the client experiencing angina, MI, PVD, and CHF; and discuss the importance of reporting abnormal observations and changes to the appropriate supervisor. (BON curriculum pg. 175-178) 8. Discuss HIV/AIDS, including s/s and guidelines for care; and the importance of reporting abnormal observations and changes to the appropriate supervisor. Pg. 675-676 (BON curriculum pg. 178-179) 9. Discuss cancer including s/s, guidelines for care; and the importance of reporting abnormal observations and changes to the appropriate supervisor. Pg. 679-674 (BON curriculum pg. 179-181) 10. Identify an understanding of the student's own feelings about death and dying. Pg. 823-824 (BON curriculum pg. 181) 11. Describe the stages of grief/dying; and list the rights of the dying person. Pg. 824-825 (BON curriculum 181) 		<p>Required for Certification</p>	<p>Textbook Chapters 36,40,41,42,52</p> <p>BON Curriculum</p>

<p>12. List physical changes that occur when death is imminent. Pg. 826 (BON curriculum pg. 181-182)</p> <p>13. Discuss care measures for the client when death is imminent. (BON curriculum pg. 182)</p> <p>14. Discuss psychosocial, spiritual, and family care measures when death is imminent. (BON curriculum pg. 183)</p> <p>15. Demonstrate proper procedure for postmortem care. Pg. 828-830 (BON pg. 183)</p>			
<p>Unit XIII- Admission, Transfer and Discharge</p> <p>1. Describe preparation of a client’s room prior to admission. Pg. 520-524 (BON curriculum pg. 185)</p> <p>2. Identify areas of orientation that must be provided to the client during admission. Pg. 525 (BON curriculum pg. 185-186)</p> <p>3. Describe how to care for the client’s personal belongings. “Admitting the Person” Pg. 525-526</p> <p>4. Discuss the observations that the nurse aide should make during the admission process. (BON curriculum pg. 186)</p> <p>5. Document the admission process, including care of client’s personal belongings, observations and signs; and discuss the importance of reporting abnormal findings to the appropriate supervisor. Pg. 526-530</p> <p>6. Discuss important factors in preparing client for transfer; demonstrate preparing client for transfer; and discuss care of client’s room after transfer has occurred. Pg. 530-531 (BON curriculum pg. 186-187)</p> <p>7. Identify responsibilities of nurse aide during the discharge of the client; and demonstrate discharge including care of personal belongings and assisting to transport to the pick-up area. Pg. 531-533 Unit XIII - Admission, Transfer and Discharge</p> <p>8. Describe preparation of a client’s room prior to admission. Pg. 520-524 (BON curriculum pg. 185)</p>		<p>Required for Certification</p>	<p>BON Curriculum</p> <p>Textbook Chapter 29</p>

<p>9. Identify areas of orientation that must be provided to the client during admission. Pg. 525 (BON curriculum pg. 185-186)</p> <p>10. Describe how to care for the client's personal belongings. "Admitting the Person" Pg. 525-526</p> <p>11. Discuss the observations that the nurse aide should make during the admission process. (BON curriculum pg. 186)</p> <p>12. Document the admission process, including care of client's personal belongings, observations and signs; and discuss the importance of reporting abnormal findings to the appropriate supervisor. Pg. 526-530</p> <p>13. Discuss important factors in preparing client for transfer; demonstrate preparing client for transfer; and discuss care of client's room after transfer has occurred. Pg. 530-531 (BON curriculum pg. 186-187)</p> <p>14. Identify responsibilities of nurse aide during the discharge of the client; and demonstrate discharge including care of personal belongings and assisting to transport to the pick-up area. Pg. 531-533</p> <p>3rd Marking Period (02/01/21 - 04/02/21)</p>			
<p>(Clinical Experience: (03/5/21)</p>			
<p>Unit XIV - Legal and Regulatory Aspects of Practice for the Certified Nurse Aide</p> <p>1. Discuss professional behaviors of the nurse aide. Pg. 55-58 (BON curriculum pg. 189-190)</p> <p>2. Discuss a Code of Ethics for the nurse aide. (BON curriculum pg. 190)</p> <p>3. Review methods of conflict management. Pg. 76-77 (BON curriculum pg. 190)</p> <p>4. List 2 regulatory agencies that are involved with nurse aides. (BON curriculum pg. 191)</p> <p>5. Discuss the role of the Virginia Board of Nursing. (BON curriculum pg. 191)</p> <p>6. Describe abuse, including the signs of abuse that the nurse aide might observe. (BON curriculum 191-192)</p> <p>7. Give examples of inappropriate nurse aide behavior including neglect and misappropriation of client property. (BON curriculum pg. 192)</p> <p>8. Describe strategies the nurse aide can use to avoid inappropriate behavior. (BON curriculum pg. 192)</p>		<p>Required for Certification</p>	<p>Textbook Chapter 4</p> <p>BON curriculum</p> <p>Virginia Nurse Aide Candidate Handbook</p>

<ul style="list-style-type: none"> 9. Discuss the role of the mandated reporter as described in the Code of Virginia, including who is a mandated reporter, what must be reported, to who it must be reported and the penalty for not reporting. (BON curriculum pg. 192-193) 10. List reasons why the Virginia Board of Nursing would begin disciplinary proceedings for a Certified Nurse Aide. (BON curriculum pg.193-194) Regulation: 18VAC90-25-100 11. Identify the consequences of abuse, neglect, and exploitation conviction. (BON curriculum pg. 194) 12. Discuss responsibilities and requirements of certified nurse aides per Virginia Board of Nursing Regulations. (BON curriculum pg. 194) Regulation: 18VAC90-25-10 13. Discuss responsibilities of employers of nurse aides to the Virginia Board of Nursing. (BON curriculum pg. 194) 14. Describe the process of applying for the NNAAP examination. (BON curriculum pg. 194-195) Virginia Nurse Aide Candidate Handbook 15. Describe what the nurse aide graduate is required to bring to the testing site the day of the NNAAP exam. (BON curriculum pg. 195) Virginia Nurse Aide Candidate Handbook 			
<p>Unit XV-Additional Client Focus</p> <ul style="list-style-type: none"> 1. Identify the areas of function limited by a developmental disability (p. 757-763) 2. Explain how the developmental disability affects the person and family across a life-span (p. 757-763) 3. Explain the causes of developmental disabilities (p. 757-763) 4. Explain when the developmental disability occur 5. Describe how to meet an infant’s safety and security needs (p. 771-789) 6. Describe the care needed by mothers after childbirth (p. 771-789) 7. Describe different methods of feeding infants (p. 771-789) 8. Describe basic care for mothers after childbirth (p. 771-789) 9. Describe basic are for infants (p. 771-789) 10. Explain how illness affects childbirth (p. 771-789) 11. Explain how the nursing team can promote sexuality (p.765-769) 		<p>Additional information for employment</p>	<p>Textbook Chapters 47, 48 & 49</p>

<p>12. Explain why some persons become sexually aggressive and how to deal with them (p. 765-769)</p> <p>13. Explain why sexuality is important throughout life (p. 765-769)</p>			
<p>4th Marking Period 4/12/21-6/18/21</p>			
<p>Boards Preparation- Use all material learned to current point</p>			
<p>CNA Boards Testing- Generally occurs first week of May with re-takes the first week of June. Mock boards are conducted once during this period. Entire fourth quarter is review and testing.</p>			