

**GERTHILL ALLIED HEALTH SCHOOL**

**DAILY NURSING ASSISTANT TRAINING PROGRAM SCHEDULE PM (4PM-10:30PM)**

**CLINICAL SITE: AVALON VILLA CARE CENTER: CLINICALS HOURS- 3PM-8PM**

DAY 1	DAY 1 CONT.	DAY 2	DAY 2 CONT.	DAY 2 CONT.
<p align="center"><b>THEORY</b> (4PM-7PM) <b><u>MODULE 1</u></b> <b><u>INTRODUCTION</u></b></p> <p align="center">3hrs.</p> <p>A- Role of a CNA B- Title 22 C- Requirements for Nurse Assistant certification D-Professionalism E- Ethics (7PM-7:30PM) BREAK</p>	<p align="center"><b>THEORY</b> (7:30PM-9:30PM) <b><u>MODULE (2)</u></b> <b><u>PATIENT'S RIGHTS 3hrs</u></b></p> <p align="center">A- Title 22 B- Health and Safety Code C- Code of Federal Regulations</p>	<p align="center"><b>THEORY</b> (4PM-6PM) <b><u>MODULE (3)</u></b> <b><u>COMMUNICATION</u></b> <b><u>INTERPERSONAL SKILLS</u></b> <b><u>2hrs</u></b></p> <p align="center">A-Communications B- Defense Mechanisms C- Socio-cultural factors D- Attitudes illness/health care E- Family interactions</p>	<p align="center"><b>THEORY</b> (6PM-8PM) <b><u>MODULE (6)</u></b> <b><u>MEDICAL AND</u></b> <b><u>SURGICAL ASEPSIS 2hrs</u></b></p> <p align="center">A- Micro-organisms B- Universal precautions C-Principles of Asepsis (8PM-8:30PM) BREAK</p>	<p align="center"><b>THEORY</b> (8:30PM-10:30PM) <b><u>MODULE (4)</u></b> <b><u>PREVENTION.</u></b> <b><u>MANAGEMENT OF</u></b> <b><u>CATASTROPHE AND</u></b> <b><u>UNUSUAL</u></b> <b><u>OCCURRANCES 2hrs</u></b></p> <p align="center">A- Emergency B- General Safety Rules C- Fire and Disaster Plan D- Role and Procedure for CNA E- Patient safety</p>

**GERTHILL ALLIED HEALTH SCHOOL**

DAY 3	DAY 3 CONT.	DAY 4	DAY 4 CONT.	DAY 5
<p align="center"><b>THEORY</b> (4PM-7PM) <b><u>MODULE (15)</u></b> <b><u>OBSERVATION AND</u></b> <b><u>CHARTING</u></b> <b><u>3hrs</u></b></p> <p>A- Observation of patients and reporting responsibilities C- Patient care documentations (Military Time)</p> <p align="center">(7PM-7:30PM) BREAK</p>	<p align="center"><b>THEORY</b> (7:30PM-9:30PM) <b><u>MODULE (5)</u></b> <b><u>BODY MECHANICS</u></b> <b><u>2hrs</u></b></p> <p>A- Basic body mechanics B- Transfer techniques C- Ambulation D- Proper body mechanics/positioning techniques</p>	<p align="center"><b>THEORY</b> (4PM-7PM) <b><u>MODULE (12)</u></b> <b><u>EMERGENCY</u></b> <b><u>PROCEDURES</u></b> <b><u>3hrs</u></b></p> <p>A- Signs and Symptoms of distress B- Immediate and temporary intervention C-Emergency codes</p> <p align="center">(7PM-7:30PM) BREAK</p>	<p align="center"><b>THEORY</b> (7:30PM-10:30PM) <b><u>MODULE (14)</u></b> <b><u>REHABILITATIVE</u></b> <b><u>NURSING 3hrs</u></b></p> <p>A Promoting patient potential B- Devices and Equipments C- ADL D- Family interactions E- Complications of inactivity F- Ambulation G. Range of motion</p>	<p align="center"><b>THEORY</b> (4PM-10:30PM) <b><u>MODULE (8)</u></b> <b><u>PATIENT CARE SKILLS</u></b> <b><u>6hrs</u></b></p> <p>A – Bathing- medicinal baths B- Dressing C- Oral Hygiene D- Hair care shampoo, medicinal shampoo (7-7:30)BREAK E- Prosthetic devices F- Skin care- Decubitus ulcer</p>

**GERTHILL ALLIED HEALTH SCHOOL**

DAY 6	DAY 6 CONT.	DAY 7	DAY 8	DAY 8 CONT.
<p align="center"><b>THEORY MODULE (8) CONT. 5.5hrs (4PM-10PM)</b></p> <p>G- Elimination needs H- Bowel and Bladder retraining I- Weigh and measure patients (7PM-7:30PM) BREAK</p>	<p align="center"><b>THEORY MODULE (16) DEATH AND DYING 30min (10PM-10:30PM)</b></p> <p>C -Rights of dying patient</p>	<p align="center"><b>CLINICAL MODULE (6) MEDICAL AND SURGICAL ASEPSIS 5hrs (3PM-8PM)</b></p> <p>A Hand washing B- Proper handling of linen C- Universal precautions - Gloving - Gowning - Applying mask</p>	<p align="center"><b>CLINICAL MODULE (6) CONT. 1hrs (3PM-4PM)</b></p> <p>D- Double bagging trash/waste (Practice previously learned skills)</p> <p align="center"><b>MODULE (4/12) EMERGENCY PROCEDURES AND PREVENTION OF CATASTROPHE 1hr (4PM-5PM)</b></p> <p>A- Applying postural support (safety devices)</p>	<p align="center"><b>CLINICAL MODULE (4/12) CONT. 2hrs (5PM-7PM)</b></p> <p>B. Applying soft wrist/ankle restraints as safety device C- Heimlich maneuver for the conscious Resident D- Heimlich maneuver for the unconscious Resident</p>

**GERTHILL ALLIED HEALTH SCHOOL**

DAY 8 CONT.	DAY 9	DAY 9 CONT.	DAY 9 CONT.	DAY 10
<p><b><u>CLINICAL MODULE (4/12)</u></b>  <b><u>CONT. 1hr</u></b>  <b><u>(7PM-8PM)</u></b></p> <p>E- Positioning of call light</p> <p>F- Demonstrates Fire/Disaster Procedures</p> <p>G- Handles Oxygen safely</p> <p>H- Use of fire extinguisher</p>	<p><b><u>CLINICAL MODULE(5)</u></b>  <b><u>BODY MECHANICS 4hrs</u></b>  <b><u>(3PM-7PM)</u></b></p> <p>A- Use of gait belt</p> <p>B- Helping the Resident up to the head of bed with two assistants</p> <p>C- Turning and positioning the Resident supine, side lying, use of lift sheet</p> <p>D- Assisting transfer from bed to chair or wheel chair</p>	<p><b><u>CLINICAL MODULE (5)</u></b>  <b><u>CONT.</u></b></p> <p>E- Assisting transfer from chair to wheel chair to bed</p> <p>F- Mechanical lift</p> <p><b><u>MODULE (2) PATIENTS RIGHTS (7PM-8PM)</u></b>  <b><u>1hr</u></b></p> <p>A- Knocks on door before entering</p> <p>B- Pulls privacy curtain during personal care</p> <p>C- Keeps Resident information confidential</p>	<p><b><u>CLINICAL MODULE (2)</u></b>  <b><u>CONT.</u></b></p> <p>D- Treat Resident with respect and dignity</p> <p>E- Encourages Residents to make choices</p> <p>F- Explains procedures to Residents</p>	<p><b><u>CLINICAL MODULE(14)5hrs</u></b>  <b><u>REHABILITATIVE &amp; RESTORATIVE CARE</u></b>  <b><u>(3PM-8PM)</u></b></p> <p>A- Range of motion exercise</p> <p>B- Assisting the Resident to ambulate with gait belt</p> <p>C- Assisting the Resident to ambulate with walker</p> <p>D- Assisting the Resident to with cane</p> <p>E- Rehabilitative devices</p>

**GERTHILL ALLIED HEALTH SCHOOL**

DAY 11	DAY 12	DAY 13	DAY 14	DAY 15
<p align="center"><b>CLINICAL</b> (3PM-8PM) <b>5hrs</b> <b><u>MODULE (8) PATIENT CARE SKILLS</u></b></p> <p>1- Back rub</p> <p>2- Bed bath-partial bath</p>	<p align="center"><b>CLINICAL</b> (3PM-8PM) <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>3- Tub bath</p> <p>4- Shower</p>	<p align="center"><b>CLINICAL</b> (3pm-8pm) <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>5- Assisting with oral hygiene</p> <p>6- Mouth care of unconscious Resident</p> <p>7-. Dental care</p>	<p align="center"><b>CLINICAL</b> (3pm-8pm) <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>8- Nail care</p> <p>9- Combing the Resident's hair</p>	<p align="center"><b>CLINICAL</b> (3pm-8pm) <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>10- Shampoo of bedridden Resident</p> <p>11- Shampoo with shower or tub bath</p> <p>12- Medicinal shampoo</p>

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DAY 16	DAY17	DAY18	DAY19	DAY20
<p align="center"><b>CLINICALS</b> <b>(3PM-8PM) 5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>13- Shaving- electric shaver</p> <p>14- Shaving- razor blade</p> <p>15- Dressing and undressing the Resident</p> <p>16- Changing the clothes of Resident with IV</p>	<p align="center"><b>CLINICALS</b> <b>(3PM-8PM)</b> <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>17- Assist in the use of urinal</p> <p>18- Assist in the use of bedpan</p>	<p align="center"><b>CLINICALS</b> <b>(3PM-8PM)</b> <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>19- Assisting Resident to commode/toilet</p> <p>20- Bladder retraining</p> <p>21- Bowel retraining</p> <p>22- Perineal care</p>	<p align="center"><b>CLINICALS</b> <b>(3PM-8PM)</b> <b>5hrs</b> <b><u>MODULE (8) CONT.</u></b></p> <p>23- Artificial limb</p> <p>24- Splints</p> <p>25- Applying a behind-the-ear hearing aid</p> <p>26- Removing a behind-the-ear hearing aid</p> <p>27- Removing, cleaning and reinserting an artificial eye</p>	<p align="center"><b>THEORY</b> <b>(4PM-10:30PM)</b> <b><u>MODULE (9) 6hrs</u></b> <b><u>PATIENT CARE</u></b> <b><u>PROCEDURES</u></b></p> <p>A Collection of specimens including stool, urine and sputum</p> <p>B Care of patient with tubing- gastric, oxygen, urinary, IV. (This does not include inserting, suctioning or changing the tubes.</p>

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DAY 21	DAY 21 CONT.	DAY 22	DAY 22 CONT.	DAY 23
<p align="center"><b>THEORY</b> (4PM-9PM) <b><u>MODULE (9) CONT.</u></b> <b><u>(4.5HRS)</u></b></p> <p>C- Intake and output D- Bed making</p> <p>E- Cleansing enemas-laxative, suppositories</p> <p>F- Admissions, transfer, discharge</p> <p align="center">(7-7:30 BREAK)</p>	<p align="center"><b><u>THEORY MODULE (9) CONT.</u></b></p> <p>G Bandages, non-sterile dry dressing, application of non-legend topical ointments to intact skin</p> <p align="center"><b><u>MODULE (15) 9PM-10:30PM 1.5HRS)</u></b></p> <p>B- Patient care plan D- Legal issues of charting</p> <p>E- Medical terminology and abbreviation</p>	<p align="center"><b><u>THEORY MODULE (10) VITAL SIGNS (4HRS)</u></b> (4PM-8:30PM)</p> <p>A- Purpose of vital signs</p> <p>B- Factors affecting vital signs</p> <p>C- Normal ranges D- Methods of measurements</p> <p>E -Temperature, pulse, respiration</p> <p>F- Blood pressure</p> <p align="center">(7-7:30 BREAK)</p>	<p align="center"><b><u>THEORY MODULE (10) CONT.</u></b></p> <p>G Abnormalities</p> <p>H Recording</p> <p align="center"><b><u>MODULE (7) WEIGHTS AND MEASURES (2HRS)</u></b> (8:30PM-10:30PM)</p> <p>A Metric system</p> <p>B Weight, length and liquid volume</p> <p>C Military time, i.e. a 24-hour clock</p>	<p align="center"><b>THEORY (</b> 4PM-10PM) <b><u>MODULE (11) NUTRITION (2HRS)</u></b> (4PM-6PM)</p> <p>A -Proper nutrition B- Feeding technique C- Diet therapy</p> <p align="center">(6pm-6:30pm) BREAK</p> <p align="center"><b><u>MODULE (13) LONG-TERM CARE RESIDENTS</u></b> <b><u>4hrs</u></b> (6:30PM-10:30PM)</p>

**GERTHILL ALLIED HEALTH SCHOOL**

DAY 23 CONT.	DAY 23 CONT.	DAY 24	DAY 25	DAY 26
<p><b><u>THEORY MODULE (13)</u></b>  <b><u>LONG-TERM CARE</u></b>  <b><u>RESIDENTS (4HRS)</u></b>  <b><u>(6:30PM-10:30PM)</u></b></p> <p>A Needs of persons with retardation- Alzheimer, Cerebral Palsy, Epilepsy, Dementia, Mental illness</p> <p>B Introduction to Anatomy and Physiology</p>	<p><b><u>THEORY MODULE (13)</u></b>  <b><u>CONT.</u></b></p> <p>C Physical and behavioral needs and changes</p> <p>D Community resources available</p> <p>E Physiological, social and recreational needs</p> <p>F Common diseases/disorder including signs and symptoms</p>	<p><b><u>CLINICALS MODULE (10)</u></b>  <b><u>VITAL SIGNS 5HRS</u></b>  <b><u>(3PM-8PM)</u></b></p> <p>1- Measure and record vital signs-  A- oral  B -axillary  C- rectal  D- electronic</p> <p>2- Pulse- radial</p> <p>3- Pulse- apical</p> <p>4- Respiration</p> <p>5- Blood Pressure</p>	<p><b><u>CLINICALS</u></b>  <b><u>MODULE (10) VITAL</u></b>  <b><u>SIGNS CONT</u></b>  <b><u>(3PM-5PM) – 2hrs</u></b></p> <p><b><u>MODULE (6) Cont</u></b>  <b><u>MEDICAL AND</u></b>  <b><u>SURGICAL ASSEPSIS</u></b>  <b><u>(5PM-8PM) – 3hrs</u></b></p>	<p><b><u>CLINICALS (3PM-4PM)</u></b>  <b><u>MODULE (7) WEIGHTS</u></b>  <b><u>AND MEASURES (1HR)</u></b></p> <p>1- Measuring oral intake</p> <p>2- Measuring urinary output</p> <p>3- Measuring the height of Resident in bed</p> <p>4- Weighing the Resident in bed</p> <p>5- Measuring and weighing the Resident using an upright scale</p> <p>6- Documents in military time</p>



**GERTHILL ALLIED HEALTH SCHOOL**

DAY 26 CONT.	DAY 27	DAY 28	DAY 29	DAY 30
<p><b><u>CLINICALS MODULE (15) OBSERVATION AND CHARTING 4PM-8PM 4hrs</u></b></p> <p>1- Report appropriate information to the Charge Nurse</p> <p>2- Document Vital Signs, ADLs timely and correctly</p> <p>3- Document changes in Resident's body function/behavior</p> <p>4- Participates in Resident care planning</p>	<p><b><u>CLINICALS (3PM-8PM) MODULE (11) NUTRITION 5hrs</u></b></p> <p>1- Feeding the helpless resident</p> <p>2- Assisting the Resident who can feed self</p> <p>3- Verifying that Resident has been given correct diet tray</p> <p>4- Use of feeding assistance devices</p>	<p><b><u>CLINICALS (3pm-8pm) MODULE (11) NUTRITION CONT. 5hrs</u></b></p> <p>1- Feeding the helpless resident</p> <p>2- Assisting the Resident who can feed self</p> <p>3- Verifying that Resident has been given correct diet tray</p> <p>4- Use of feeding assistance devices</p>	<p><b><u>CLINICALS (3PM-8PM) MODULE (9) PATIENT CARE PROCEDURE 5hrs</u></b></p> <p>1 Collect and identify- A Sputum specimen B Urine specimen- clean catch C- Urine specimen- routine UA D- Stool specimen</p> <p>2- Occupied bed making</p> <p>3- Unoccupied bed making</p>	<p><b><u>CLINICALS (3PM-4PM) MODULE (9) CONT. 5hrs</u></b></p> <p>4 Administering the commercially prepared cleansing enema</p> <p>5- Administering enemas- tap, water, soap suds</p> <p>6- Administering laxative suppository</p> <p>7- Empty urinary bags</p>

**GERTHILL ALLIED HEALTH SCHOOL**

DAY 31	DAY 32	DAY 33	DAY 34	DAY 35
<p><b><u>CLINICALS (3PM-8PM)</u></b> <b><u>MODULE (9) CONT. 5rs</u></b></p> <p>8 Care if Resident with tubing- -Oxygen -IV -Gastrostomy -Nasogastric -Urinary</p> <p>9- Anti-embolic hose, elastic stocking (TED Hose)</p> <p>10- Admitting the Resident</p>	<p><b><u>CLINICALS (3PM-4PM)</u></b> <b><u>MODULE (9) CONT. 5hrs</u></b></p> <p>11 Transferring the Resident</p> <p>12- Discharging the Resident</p> <p>13- Application of non-sterile dressing</p> <p>14- Application of non-legend topical ointments</p>	<p><b><u>THEORY MODULE (16)</u></b> <b><u>DEATH AND DYING</u></b> <b>4PM-7PM) 3hrs</b></p> <p>A- Stages of grief B- Emotional and Spiritual needs of patient and family D- Signs of approaching death E- Monitoring the patient F-Postmortem care (7:00pm-7:30pm Break)</p> <p><b><u>MODULE 8</u></b> <b><u>THEORY 7:30pm-10:30pm (A,B,C,D.) 3hrs</u></b></p>	<p><b>(4PM-10:30PM)</b> <b>6hrs</b> <b><u>DEMONSTRATION AND REVIEW OF SKILLS</u></b></p>	<p><b>(4PM-10:30PM)</b> <b>6hrs</b> <b><u>FINAL EXAMINATION.</u></b></p> <p><b>ON THEORY AND SKILLS</b></p>