



SRU COLLEGE OF PARAMEDICAL TECHNOLOGY  
SunRise University Campus, Alwar, Rajasthan India  
Certificate in Nursing Assistant  
Syllabus

## I SEMESTER

Paper Code	Subject	Internal	External	Total
1CNA01	Physics	40	60	100
1CNA02	Chemistry	40	60	100
1CNA03	Biology	40	60	100
1CNA04	General Knowledge	40	60	100
1CNA05	Basics of Anatomy & Physiology	40	60	100
1CNA06	Combined Practicals I	40	60	100

## II SEMESTER

Paper Code	Subject	Internal	External	Total
2CNA01	Basics of Ethics & Psychology	40	60	100
2CNA02	Patient care Assistance, Basics of Home Nursing	40	60	100
2CNA03	Principles of Nursing Assistance	40	60	100
2CNA04	Basic Ethics & Psychology	40	60	100
2CNA05	Basics of First aid & Nutrition	40	60	100
2CNA06	Combined Practicals II	40	60	100

### General Knowledge

Abbreviations

Sports

Awards and Prizes

Terminology

Inventions and Discoveries

The Constitution of India,

International Organizations

Books and Authors

Current important world events

Prominent personalities

Book:

General Knowledge Objective, Ram Singh Yadav.

Mathematics:

Algebra

Matrices & Determinants

Analytical Geometry  
Trigonometry  
Integral Calculus  
Differential Calculus  
Probability and Statistics  
Number Systems  
Fundamental arithmetical operations  
Mensuration  
Area, Volume and Surface Area  
Chemistry:  
Physical and Chemical changes.  
Elements  
Mixtures and Compounds  
Symbols  
Formulae and simple Chemical Equations  
Law of Chemical Combination  
Properties of Air and Water  
Preparation and Properties of Hydrogen  
Oxygen  
Nitrogen and Carbon dioxide  
Oxidation and Reduction  
Acids, bases and salts  
Carbon and its forms  
Natural and Artificial Fertilizers  
Elementary ideas about the Structure of Atom, Atomic, Equivalent and Molecular Weights

Book: Fast Track Objective Arithmetic, Rajesh Verma.

Biology:  
Basic Biology  
Life Process  
Study of Birds  
Human Beings  
Uniqueness of human body  
Food and Health  
Necessity of balanced diet  
Wasteful Food Practices  
Food Yield  
Essentials for good health  
Cycles of materials  
Ecological balance  
Living resources  
Habitat and Organisms  
Adaptation

Book: Handbook of Biology, Arihant.

Physics:

Physical Properties and States of Matter

Mass

Weight

Volume, Density, and Specific Gravity, Principle of Archimedes

Pressure Barometer

Motion of objects

Velocity and Acceleration

Newtons Laws of Motion

Force and Momentum

Parallelogram of Forces

Stability and Equilibrium of bodies

Gravitation

Elementary ideas of work

Power and Energy

Heat and its Effects

Sound waves and their properties Reflection and refraction

Spherical mirrors and Lenses

Type and properties of the magnet

Static and Current Electricity

Conductors and Non-conductors

Ohm's Law

Simple Electrical Circuits

Heating



Chemistry:

Physical and Chemical changes.

Elements

Mixtures and Compounds

Symbols

Formulae and simple Chemical Equations

Law of Chemical Combination

Properties of Air and Water

Preparation and Properties of Hydrogen

Oxygen

Nitrogen and Carbon dioxide

Oxidation and Reduction

Acids, bases and salts

Carbon and its forms

Natural and Artificial Fertilizers

Elementary ideas about the Structure of Atom, Atomic, Equivalent and Molecular Weights

## COURSE INFORMATION

### Course Description

This course teaches knowledge, skills, and abilities essential to provide basic patient care to residents in long-term care facilities. Topics include resident rights, communication, safety, observation, reporting, basic comfort, and safety. Emphasis on effective interaction with members of health care team. Successful completion entitles one to test for registration as a certified Nursing Assistant .

Contact Hours: 288 Academic Hours / Semester

### Mission Statement:

This program's instructors believe in the dignity, worth, and rights of all people.

As Assistant to nurses, we further believe that it is the nursing role to promote communities and the society they form by helping people throughout their lives

To efficiently fulfill their helping role, nurses need informed assistants to provide nursing-related activities. This program offers information necessary for nurse assistants to provide nursing-related activities in a compassionate, competent, caring manner.

Nurse's assistants will learn information in a variety of classroom and clinical instructional settings. Once learned, these nursing-related activities will allow the nurse assistant to work with nurses in their role of helping people throughout their life span, during periods of health or illness. .

The focus of the Nurse Assistant Program is Geriatrics in the LongTerm Care setting.

### Student Learning Outcomes

Upon successful completion of this course, students will:

1. Be able to discuss basic care of residents in a long-term care facility and perform tasks according to the Curriculum of Nursing Assistants in Long Term Care.
2. Be able to communicate and interact effectively with residents and their families based on sensitivity to the psychosocial needs.
3. Be able to discuss the rights of the residents(in patient).
4. Be able to provide safety and preventive measures in the care of residents.
5. Be able to demonstrate skills in observing and reporting.

6. Be able to assist residents in attaining and maintaining maximum functional independence.

7. Be able to function effectively as a member of the health care team.

Course Outline and General Schedule

The Nursing Assistant in Long-Term Care

Requirements for nurse aide training

History of the nurse aide

Professional Boundaries

Foundations of Resident Care

Procedure 1: Fainting and Falls

Safe Medical Device Act

Procedure 2: Seizures

Procedure 3: Obstructed Airway

Define:

(a) Microorganisms,

(b) Pathogens,

(c) Infections,

(d) Medical asepsis,

(e) Infection

Procedure 4: Personal Protective Equipment

Scabies

Procedure 5: Body Mechanics for Nurse Aides

Interact Stop and Watch

Procedure 6: Hand Washing

Procedure 7: Isolation Precautions

Procedure 8: Communication and Interpersonal Skills

Understanding Residents

Procedure 38: Postmortem Care

Discuss how the nurse should respond to other residents' questions about a dying resident

Body Systems and Related Conditions

Confusion, Dementia and Alzheimer's Disease

Role play behavioral interventions

Personal Care Skills

Procedure 18: Tub or Shower Bath

Body mechanics and alignment

Procedure 19: Complete Bed Bath

Elevate head of bed to 45 degree angle

Procedure 20: Perineal Care / Incontinent Care Female

Procedure 21: Perineal Care / Incontinent Care Male

Procedure 23: Brushing the Teeth

Procedure 24: Denture Care

Procedure 25: Special Mouth Care

Procedure 26: Hair Care

Procedure 27: Shampooing the Hair

Procedure 28: Shaving the Resident

Procedure 29: Fingernail Care Procedure

30: Foot Care Procedure

31: Dressing and Undressing the Resident Procedure

32: Applying Knee High Elastic Stockings Procedure

33: Bedpan Procedure

34: Urinal Procedure

39: Assisting Resident to Transfer to Chair or Wheelchair Procedure

40: Ambulation and Ambulation Aids Procedure

41: Passive Range of Motion Exercises Procedure

42: Positioning Residents Procedure

43: Turning Resident on Side Toward You Procedure

44: Moving Resident in Bed Procedure

45: Assisting Resident to Sit up on Side of Bed

Basic Nursing Skills

Procedure 11: Making the Unoccupied Bed

Alternatives to use of side rails

Procedure 12: Making the Occupied Bed

Restraint application

Procedure 13: Intake and Output

Pacemakers

Procedure 14: Temperature

Procedure 15: Manual Pulse and Respiration

Procedure 16: Blood Pressure

Procedure 17: Height and Weight

Procedure 22: Catheter Care

Procedure 35: Indwelling Catheter Care

Procedure 36: Urine Specimen Collection

Procedure 37: Stool Specimen Collection

Nutrition and Hydration

Procedure : Assisting with Meals

Procedure : Feeding the Dependent Resident(In patient)

Rehabilitation and Restorative Care

The Minimum Data Set

Reimbursement

Caring for Yourself

Textbook Information:

Title: Hartman's Nursing Assistant Care: The Basics Author: Jetta Fuzy Edition: 5th Edition, © 2019 by Hartman Publishing, Inc. ISBN: 978-1-60423-100-5

Title: Workbook: Hartman's Nursing Assistant Care: The Basics Author: Hartman Publishing, Inc. Edition: 5th Edition, © 2019 by Hartman Publishing, Inc. ISBN: 978-1-60425-101-2

Supplemental Materials: Nurse Assistant Course

Additional Supplies: Gait belt/transfer belt Stethoscope Sphygmomanometer White uniform, any professional white nursing uniform Royal blue apron, available Scrubs Galore N More at 815 N. 4th St. in Longview Watch with second hand White closed toe shoes with nonslip soles

**EVALUATION OF INSTRUCTOR** Each semester students will be given an opportunity to evaluate the instructor and the course. Approved evaluation forms are provided by the Office of Institutional Research, which is also responsible for their analysis

**CAMPUS & CLASSROOM POLICIES Disclaimer** As instructor, I reserve the right to amend and/or modify this syllabus as necessary to promote the best education possible within prevailing conditions affecting this course.

Professional Conduct:



1. Conduct in classroom: a. Food or uncapped drinks are not permitted in the classrooms. Exceptions would be hard candy, mints, gum.
- b. Students should conduct themselves in a quiet, orderly manner in the hallways and on break in consideration of other students in class.
- c. Raise your hand if you have a question. The instructor will acknowledge your hand up during an appropriate pause in the lecture/lab.
- d. Please be courteous to your classmates and instructor. Do not interrupt or talk to each other during class/lecture.
- e. Use the restroom during your breaks given in class.
- f. Do not put your head down or fall asleep in the class
- g. Do not do homework during class h. Breaks are assigned at the discretion of the instructor

#### Professional Conduct:

1. Students are expected to treat patients with kindness, courtesy, and respect. When contact with the patient is initiated, students will introduce themselves and try to initiate rapport. When providing care, the student should keep the door closed and make sure that patient privacy and modesty is properly respected.
2. Professional behavior is not limited to contact with patients. It is reflected in the student's attitude and in communication with facility staff, family members, and other students.
3. Smoking, eating, drinking, or chewing gum is permitted only in designated areas as specified by the clinical facility. Many clinical affiliates enforce a smoke free campus.
4. Students will not leave assigned area at any time without permission.
5. Students will not remain at the clinical facility after scheduled clinical hours.
6. When not actively engaged in nurse aide work or other duties, students should remain in their assigned area and not congregate in offices, halls, or other rooms.
7. Students are not to use the telephones in the offices at the Longview Center. No Personal Calls Allowed. Tell your family, day care personnel, etc. not to call except in an emergency (notify person taking the call that this is an .emergency or urgent.) In the event that someone must reach you in a clinical area, he or she must page the Nursing Assistant Instructor and she will relay the message to you. Students are not to use the facility or patient phones at any time

8. Cell phones and personal electronic devices of any kind are STRICTLY prohibited from use in patient care areas due to concern of the potential for breach of HIPAA regulations.

**CELL PHONES MAY NOT BE CARRIED BY STUDENTS IN THE CLINICAL SETTING.**

9. Breaks: Clinical: Assigned by the Instructor. Fifteen (15) minute break begins when you leave the unit and ends at your return. Students may not leave assigned unit without permission from the instructor. Students may not return to their car during the 15-minute break.

10. Online activity in the clinical setting is strictly prohibited. Personal computers and/or tablets are not allowed in the clinical setting.

11. Employment- If the student is employed, he or she must remain in the class or assigned area until dismissed by the Instructor before going to work.

**Legal Issues**

Nurse assistant training course with state certification does not qualify the CNA to do the following

1. Give medication

2. Change dressings

3. Insert, remove, or irrigate catheters

4. Give tube feedings, turn feeding tubes off or on, or silence alarms

5. Do fingersticks or draw blood

6. Give enemas or remove impactions

7. Suction

8. Tracheostomy care

9. Insert or remove NG tubes

10. Remove stitches

11. Turn oxygen off/on or adjust rate of flow

12. Apply ointment to broken skin Do not perform any tasks that are not in your syllabus unless you get formal documented training and facility policy says you may perform the task.

SunRise University