

# Nurse Aide I Master Outline

*This outline includes the basic AHSII curriculum PLUS supplemental materials needed to fulfill nurse aide training.*

Follow the AHS II course outline/blueprints and include all additions noted within this blueprint. *PearsonVUE® testing* skills are listed in bold/italics. Some areas have additional supplemental materials which are listed in the reference column. Textbook(s) used for NA I instruction should be no older than five years. Teacher should the date each unit as it is completed, and sign where indicated to verify that the unit has been fully taught.

Recommended Materials/Resources:

- Alvare, Dugan, Fuzy. *Nursing Assistant Care*. Hartman Publishing, (latest edition).
- Simmers, Louise. *Diversified Health Occupations*. Delmar Publishers, (latest edition).
- Sorrentino, Sheila. *Mosby’s Textbook for Nursing Assistants*, (latest edition).
- **DHHS, DFS. Model Curriculum NA I Training Program (supplement included).**

Unit/ Comp #/Obj.	AHS II Course Outline	Nurse Aide Requirements	Skills for NA Certification	Reference Additions
Unit A	Health Care Systems	Entire Unit	None	None

**Unit A instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_

Unit B	<b>Client Communications</b>  Analyze effective/ineffective communication practices	Entire Unit + Demonstrates ability to communicate effectively with residents who have: <ul style="list-style-type: none"> <li>• Difficulty hearing</li> <li>• Difficulty seeing</li> <li>• Difficulty speaking</li> <li>• Depression</li> <li>• Confusion</li> <li>• Memory loss</li> <li>• Communicates based on resident’s stage of development</li> </ul>	<ul style="list-style-type: none"> <li>• Documenting on medical records</li> </ul>	
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**Unit B instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_

Unit C	Employability Skills	None	None	None
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**Unit C instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_

Unit D	<b>Legal/Ethical Responsibilities</b>  Analyze legal roles and responsibilities	Entire Unit + <ul style="list-style-type: none"> <li>• Participates in Resident Council.</li> <li>• Identifies what is considered mistreatment of elderly.</li> </ul>	None	Supplement From NAI State curriculum Included in this HOE  <b>Nurse</b>
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		<ul style="list-style-type: none"> <li>Explains role of “advocate” and facility’s grievance policy.</li> <li>Assists in resolving grievances when appropriate.</li> </ul>		<b>Aide handbook</b>
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**Unit D instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_ 

<b>Unit E</b>	<b>Safety Practices</b>	<b>Entire Unit</b>	<ul style="list-style-type: none"> <li>Observing fire safety</li> <li>Using body mechanics</li> </ul>	
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**Unit E instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_ 

<b>Unit F</b>	<b>Infection Control</b>	Entire Unit + <b>New skills listed</b>	<ul style="list-style-type: none"> <li><b>Hand washing</b></li> <li><b>Standard Precautions (Don and Remove Gown)</b></li> <li>Maintaining isolation technique</li> <li>Disposing of equipment from Unit With Transmission-Based precautions</li> </ul>	
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**Unit F instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_ 

<b>Unit G</b>	<b>Emergency Care Skills</b>	<b>Entire Unit</b>	<ul style="list-style-type: none"> <li>Performing CPR, one person</li> <li>Performing CPR, two person</li> <li>Performing CPR, infant and child</li> <li>Airway obstruction: conscious victim</li> <li>Airway obstruction: unconscious victim</li> <li>Demonstrating the use of an AED</li> </ul>	
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**Unit G instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_ 

<b>Unit H</b>	<b>Diagnostic Skills Cont.</b>	Entire Unit + <b>Additional skills listed</b>	<ul style="list-style-type: none"> <li><b>Measures/records oral temp. using a glass thermometer</b></li> <li>Measuring/recording temperatures electronically (oral, axillary, rectal)</li> <li>Measuring/recording a tympanic temperature</li> <li><b>Measuring/recording a radial pulse</b></li> <li><b>Measuring/recording respirations</b></li> <li><b>Measuring/recording blood pressure</b></li> </ul>	
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			<ul style="list-style-type: none"> <li>Measuring/recording apical pulse</li> <li>Measuring/recording height</li> <li><b>Measuring/recording weight</b></li> </ul>	
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**Unit H instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_

<b>Unit I</b>	<b>Nutrition and Diet Therapy</b>  Recognizes adaptive devices used to assist patients with eating.  Identifies alternate methods of feeding	Entire Unit +  <ul style="list-style-type: none"> <li>Food Guards</li> <li>Divided plates</li> <li>Built-up handled utensils</li> <li>Easy grip mugs/glasses</li> <li>Parenteral feeding</li> <li>Enteral feeding – Nasogastric/gastrostomy tubes</li> <li>NA responsibilities</li> <li>2005 Food Guide Pyramid</li> </ul>	<ul style="list-style-type: none"> <li><b>Feeds Client Who Cannot Feed Self</b></li> <li>Measuring/recording intake and output</li> <li><b>Measures/Records Urinary Output</b></li> </ul>	
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**Unit I instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_

<b>Unit J</b>	<b>Dental/Pharmacy Skills</b>	None	None	None
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**Unit J instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** \_\_\_\_\_

<b>Unit K</b>	<b>Nursing Skills</b>	Entire Unit + <b>Additional skills listed</b>  <ul style="list-style-type: none"> <li><b>Foot care – see supplement.</b></li> </ul>	<ul style="list-style-type: none"> <li>Making/Opening closed bed</li> <li><b>Making an occupied bed</b></li> <li><b>Provides Mouth Care</b></li> <li><b>Cleans &amp; Stores Dentures</b></li> <li>Giving special mouth care</li> <li>Giving a back rub</li> <li>Complete bed bath</li> <li><b>Provides Perineal Care</b></li> <li><b>Provides Foot Care</b></li> <li><b>Provides Fingernail Care</b></li> <li><b>Dresses Client with Affected Arm</b></li> <li>Helping patient with a tub bath/shower</li> <li><b>Gives Modified Bed Bath (Partial)</b></li> <li>Shampooing hair in bed</li> <li>Shaving a patient</li> <li><b>Assisting with a bedpan</b></li> <li>Assisting with a urinal</li> <li>Assisting to bedside commode</li> <li>Assisting to bathroom</li> <li>Obtaining a routine urine specimen</li> <li>Collect specimen under Transmission-Based precautions</li> <li>Collect stool specimen</li> <li>Empty a urinary drainage unit</li> <li><b>Provides catheter care</b></li> <li>Applying/caring for condom</li> </ul>	
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			catheter <ul style="list-style-type: none"> <li>Administer a cleansing enema</li> <li><b>Transfers Client bed to wheelchair</b></li> <li>Transferring to a stretcher</li> <li>Applying restraints</li> <li>Turns/positions with &amp; w/o turn sheet</li> </ul>	
			<ul style="list-style-type: none"> <li>Transferring with mechanical lift</li> <li><b>Positions Client On Side</b></li> <li>Moving patient up in bed</li> <li><b>Puts On Knee-High Elastic</b></li> <li>Applying warm/cold applications</li> <li>Applying elastic bandages</li> <li>Applying non-sterile dressing</li> <li>Assisting with cough/deep breath exercises</li> </ul>	

**Unit K instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** 

<b>Unit L</b>	<b>Therapy and Sports Medicine</b>	Entire Unit	<ul style="list-style-type: none"> <li><b>Performs Passive Range of motion (One Knee/One Ankle) &amp; (Shoulder)</b></li> <li><b>Ambulation with a walker/cane</b></li> <li><b>Ambulation with a gait belt</b></li> </ul>		
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**Unit L instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** 

<b>Unit M</b>	<b>Information Services</b>	<b>None</b>	<b>None</b>	<b>None</b>	<b>None</b>
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**Unit M instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** 


<b>Unit N</b>	<b>Environmental/ Medical Careers</b>	<b>None</b>	<b>None</b>	<b>None</b>	<b>None</b>
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**Unit N instruction completed on this date:** \_\_\_\_\_ **Signature of teacher:** 

<b>Unit O</b>	<b>Restorative Care</b>	<b>Assist with care/use of prosthetic devices</b> <ul style="list-style-type: none"> <li>Artificial eye</li> <li>Eyeglasses</li> <li>Contact lenses</li> <li>Hearing aid</li> <li>Braces</li> <li>Artificial limbs</li> <li>Breast forms</li> </ul> <b>Prevention of pressure ulcers</b> <ul style="list-style-type: none"> <li>Identify devices/care used to prevent pressure ulcers</li> <li>Review 4 stages of tissue</li> </ul>	<b>None</b>	Supplement From NAI State curriculum Included in this HOE  <b>Nurse Aide handbook</b>
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		breakdown <ul style="list-style-type: none"> <li>• Areas pressure ulcers most frequently occur</li> </ul>		
<b>Unit O</b>	<b>Mental Health and Social Needs</b>	<b>Psychological Effects of Aging</b> <ul style="list-style-type: none"> <li>• Identifies basic human needs and ways to meet those needs for resident.</li> <li>• Identifies developmental tasks of aging.</li> <li>• Identifies defense mechanisms residents may use in response to stress</li> <li>• Encourages age appropriate behavior for all people.</li> <li>• Recognizes family's role in resident's emotional support.</li> <li>• Identifies ways that age, illness, and disability affect sexuality.</li> <li>• Lists symptoms displayed by residents with dementia.</li> <li>• Identifies special needs when caring for resident with Alzheimer's disease.</li> <li>• Demonstrates use of reality orientation skills.</li> <li>• Identifies skills needed to care for emotionally stressed/ demanding/ agitated/paranoid thinking and depressed residents</li> </ul> <b>PLUS SUPPLEMENTAL CONTENT</b>	<b>None</b>	Supplement From NAI State curriculum Included in this HOE  <b>Nurse Aide handbook</b>
<b>Unit O</b>	<b>Death/Dying</b>	<ul style="list-style-type: none"> <li>• Identifies special needs of dying resident and nurse aide's role.</li> <li>• Describes psychological stages of grief/loss/death.</li> <li>• Identifies signs of approaching death.</li> <li>• Respects resident's religious beliefs.</li> <li>• Considers family and attempts to meet their needs as they encounter dying process.</li> <li>• Describes hospice philosophy.</li> </ul>	<ul style="list-style-type: none"> <li>• Perform Postmortem care</li> </ul>	

**Unit O instruction completed on this date:**

**Signature of teacher:** 



**Remember to review diseases/disorders of the body systems throughout the year as related information from AHS I will be included on the NA I exam.**