Nurse Aide: Basic Nursing Care Skills, Course Outline

[Your institution] · [Course code] · [Term]

How to use this outline

This outline sets out a nurse aide training course built around the student handbook in this course on Zelvi, which holds each unit's objectives and the step-by-step procedure for every skill. It is a starting point. Your state's nurse aide training program approval sets what the course must include, its minimum hours and its supervised clinical hours: check every part of this outline against it.

Text in [square brackets] is for your institution to fill in. Everything else can be changed too.

Course details

- Instructor or program coordinator: [name] · Contact: [how learners reach them]
- Class, skills lab and clinical times: [days, times, locations]
- Hours: [total hours, including supervised clinical hours. Federal rules set a minimum of 75 hours, with at least 16 hours of supervised practical training; many states require more]
- Before this course: [any prerequisites, such as reading level, CPR or a background check]
- Textbook: [the nurse assistant textbook your program uses]
- Certification exam: [your state's nurse aide competency exam; many states use the National Nurse Aide Assessment Program (NNAAP)]

What learners will be able to do

By the end of the course, the learner can:

1. Describe the role of the nursing assistant in the health care setting.
2. Work with the health care team to deliver care, and ask for guidance when needed.
3. Communicate clearly, in writing and in person, with residents, families and the team.
4. Show professional conduct, appearance and ethical behavior.
5. Carry out procedures safely, as your state requires.
6. Apply the principles of infection control in every task.
7. Give basic nursing assistant care, including comfort and personal care.
8. Support residents' emotional, physical, psychological and spiritual needs.
9. Use skills that support residents' restorative needs.
10. Protect residents' rights.
11. Respond to basic emergencies.
12. Review their own strengths and areas to improve.

What the course covers

The course focuses on care of older adults in long-term care: help with activities of daily living, bathing, dressing, movement and exercise, eating, elimination, safety measures, emergency response and

rehabilitation. Each unit's objectives and every skill procedure are in the student handbook.

How learning happens

- Classroom: lecture, discussion, reading and written assignments.
- Skills lab: demonstration of each skill, then practice until the learner can do it correctly every time.
- Clinical: supervised practice with residents in an approved care setting.
- Zelvi: learners read the handbook with Zelvi beside them, ask questions, and practice before skills lab.

How learning is checked

A suggested pattern, to change to your own:

- Unit tests and a final exam: [weighting and passing score, for example 80%]
- Skills check-offs: each required skill, performed correctly, with critical steps never missed. [Number of attempts allowed and how learners are re-taught after a failed attempt]
- Clinical evaluation: professional behavior and care, reviewed with the learner each week.
- A practice certification exam: a written test and a set of randomly chosen skills, like your state's exam.

Health and safety requirements for clinical

[List what learners must provide before clinical, as your program and clinical sites require: for example tuberculosis screening, immunizations, CPR certification, a drug screen and a background check.]

Equipment

[What learners must bring, for example a latex-free stethoscope and blood pressure cuff and a watch with a second hand. The lab equipment and supply list in this course lists what the skills lab needs.]

Your institution's policies

- Attendance and making up missed class, lab and clinical time: [your policy]
- Being late or absent from clinical: [who to call, and when]
- Dress code for lab and clinical: [your policy]
- Academic honesty: [your policy]
- Accommodations: [who learners contact, and how]

Completing this course makes a learner eligible to take [your state's] certification exam. It does not by itself guarantee certification or employment.

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