

**Course Outline**  
 I-BEST Nursing Assistant Program

Week 1			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
<b>Mar 31 Tuesday</b>	Instructional Team Introductions <a href="#">Get to know you activity</a> Student Expectations Tour the lab Get SID card with picture Get in study groups Determine shifts - Day or Evening <a href="#">Scavenger Hunt</a>  <b>Module 1 - Being a Nursing Assistant</b> <ul style="list-style-type: none"> <li>• Identify duties and responsibilities</li> <li>• Discuss the importance of the healthcare team</li> <li>• Describe professionalism</li> <li>• Explain the importance of confidentiality</li> <li>• Recognize unacceptable behaviors</li> </ul> <a href="#">Multiple Intelligences inventory</a>		<b>Module 1 Review due</b>  Handouts: <ul style="list-style-type: none"> <li><input type="checkbox"/> Welcome, <i>Sect II-28</i></li> <li><input type="checkbox"/> Scavenger Hunt Campus Resource Project</li> <li><input type="checkbox"/> Syllabus</li> <li><input type="checkbox"/> Nursing Assistant Student Handbook</li> <li><input type="checkbox"/> ABE/ESL Registration Form</li> <li><input type="checkbox"/> \$25 Tuition WAIVER</li> <li><input type="checkbox"/> WABERS</li> </ul> <a href="#">CASAS Pretest</a>
<b>Apr 1 Wednesday</b>	<b>Study Skills:</b> <i>Get yourself organized, time management &amp; reading strategies</i>  <b>Module 2 - Upholding Resident Rights</b> <ul style="list-style-type: none"> <li>• Explain resident rights</li> <li>• Identify legal issues</li> <li>• Define quality of life</li> <li>• Discuss differences in beliefs and customs</li> <li>• Examine person beliefs</li> <li>• Recognize abuse</li> <li>• Explain how to deal with abuse</li> </ul>		<b>Module 2 &amp; 3 Review due</b>  Handouts: <ul style="list-style-type: none"> <li><input type="checkbox"/> Maslow's hierarchy, <i>Sect II-29</i></li> <li><input type="checkbox"/> Likes and Dislikes, <i>Sect II- 30</i></li> </ul> In-class activity: Attributes of friends in relation to people  Group Activity - Qualities of a Nursing Assistant  <b>WAC Review</b>

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<p><b>Apr 1 (cont'd)</b></p>	<p><b>Module 3 - Developing Personal Skills</b></p> <ul style="list-style-type: none"> <li>• Identify basic needs</li> <li>• Demonstrate ways to develop positive relationships</li> <li>• Recognize the concerns of residents</li> <li>• Use effective communication skills</li> <li>• Discuss emotional barriers</li> <li>• Recognize defensive behavior</li> <li>• Communicate with residents who are physically impaired</li> </ul> <p>Applying Maslow's Hierarchy to Nursing Care</p> <p><b>Washington Administrative Code for Nursing Assistants- Review copy of the WAC</b></p>		<p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Residents Rights and Communication</li> </ul> <p>Activity: Roleplays with physical barriers</p> <p><b>CT #1- Self-Reflection Writing - Why did you choose health care?</b></p>
<p><b>Apr 2 Thursday</b></p>	<p><b>Study skills: Being an active learner: listening for content, taking notes &amp; asking questions in class</b></p> <p><b>Cultural Awareness Activity - Basket of 3 items that make you unique (2 ½ hours)</b></p> <p><b>Jeopardy Game: Medical Terminology for Quiz #1 (pgs 169-170)</b></p> <p><b>Module 4 - Using Good Body Mechanics</b></p> <ul style="list-style-type: none"> <li>• Demonstrate good body mechanics</li> <li>• Demonstrate good lifting techniques</li> <li>• Explain ambulatory procedures</li> <li>• Explain the importance of positioning</li> <li>• Identify proper positioning</li> <li>• Demonstrate how to move residents in bed</li> <li>• Demonstrate how to transfer residents</li> </ul> <p>Activity: Students get up and move</p>	<p>NACH skills:</p> <p>#3 - Assists to ambulate using transfer belt</p> <p>#24 Transfers client from bed to wheelchair using transfer belt</p>	<p><b>Module 4 Review due</b></p> <p>Handouts:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Transfer Aids, <i>Sect II-31</i></li> <li><input type="checkbox"/> Body Positioning, <i>Sect II-32</i></li> </ul> <p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Transferring Residents</li> </ul> <p><b>CT #2- NA Handbook Scenario due</b></p> <p><b>CT #3 - Cultural Awareness</b></p> <p><b>Take pictures</b></p>

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Week 2			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 7 Tuesday	<p><b>Module 5 - Controlling Infection</b></p> <ul style="list-style-type: none"> <li>Describe ways to prevent infection</li> <li>Practice Precautions</li> <li>Identify procedures for medical asepsis</li> <li>Explain the importance of hand washing</li> <li>Demonstrate proper hand washing procedures</li> <li>Describe sterilizing and disinfecting</li> <li>Discuss the need for protective barriers</li> <li>Demonstrate proper use of gloves</li> <li>Describe isolation procedures</li> <li>Explain how to control HBV</li> <li>Identify ways to prevent HIV/AIDS</li> </ul> <p><b>Interactive Group Presentation Guidelines (1 hour)</b>  <b>Study Skills:</b> Addressing test anxiety</p> <p><b>Card Comprehension Game: Modules 1, 2, 3, 4</b></p> <p><b>Blackboard Orientation</b></p>	<p>NACH Skill:</p> <p>#1 - Washes hands</p>	<p><b>Module 5 Review due</b></p> <p><b>Medical Terminology Quiz #1</b> (pgs 169-170) 15 points</p> <p>DVD:  <input type="checkbox"/> Infection Control</p> <p>Handout:  <input type="checkbox"/> Infection Control</p> <p>Glo-Germ</p>
Apr 8 Wednesday	<p><b>Module 6 - Weighing &amp; Measuring</b></p> <ul style="list-style-type: none"> <li>Demonstrate procedures for weighing residents</li> <li>Demonstrate procedures for measuring residents</li> <li>Identify fluid measurements</li> </ul> <p><b>Math Story Problems (2 ½ hours)</b></p>	<p>NACH skill:</p> <p>#15 - Measures and records weight of ambulatory client</p>	<p><b>Quiz #1 (Modules 1,2 3,4)</b> 25 points</p> <p><b>Module 6 Review due</b></p> <p>DVD:  <input type="checkbox"/> Vital Signs, Height and Weight</p> <p>Handouts:  <input type="checkbox"/> Hot Questions, Sect II-33</p> <p><b>CT #4 - Math story problems</b></p> <p><i>Bring calculators</i></p>

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Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 9 Thursday	<p><b>Module 10 - Following Safety and Emergency Procedures</b></p> <ul style="list-style-type: none"> <li>• Discuss accident prevention</li> <li>• Define first aid</li> <li>• List life-threatening emergencies</li> <li>• Explain CPR procedures</li> <li>• Demonstrate the Heimlich Maneuver</li> <li>• Discuss the use of protective devices</li> <li>• Describe alternatives to restraints</li> </ul> <p>Tic Tac Toe: <a href="#">Medical Terminology for Quiz #2 (pgs 171-172)</a></p>		<p>Module 10 Review due</p> <p>Handouts:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Emergency Priorities, <i>Sect II-37</i></li> </ul> <p>Scavenger Hunt due</p> <p><i>Student support with Instructors</i></p>
Week 3			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 14 Tuesday	<p><b>CPR</b></p> <p><b>Module 7 - Providing Basic Care</b></p> <ul style="list-style-type: none"> <li>• Describe personal hygiene</li> <li>• Identify three methods of bathing</li> <li>• Explain procedures for foot and nail care</li> <li>• Demonstrate procedures for oral hygiene</li> <li>• Describe hair care</li> <li>• Identify pressure points</li> <li>• Demonstrate the use of bedpans</li> <li>• Discuss bowel and bladder problems</li> <li>• Explain effects of aging on digestion</li> </ul> <p>Demonstration and return demonstration of procedures presented</p> <p><a href="#">Comprehension Review Game: Modules 5, 6, 7</a></p>	<p>NACH skills:</p> <p>#11 - Gives modified bed and bath (face and one arm, hand and underarm)</p> <p>#21 Provides foot care on one foot</p> <p>#20 Provides fingernail care on one hand</p> <p>#5 Cleans and stores dentures</p> <p>#22 Provides mouth care NACH skills:</p> <p>#10 Feeds client who cannot feed self</p> <p>#2 Puts one knee-high elastic stocking on client</p>	<p>Module 7 Review due</p> <p><b>Medical Terminology Quiz #2</b> ( pgs 171-172) 15 points</p> <p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cleanliness</li> <li><input type="checkbox"/> Grooming</li> </ul> <p><a href="#">CT #5 - Mapping</a></p>

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Week 3			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 15 Wednesday	<p><b>CPR</b></p> <p><b>Module 8 - Following Care Procedures</b></p> <ul style="list-style-type: none"> <li>• Explain how to measure intake and output</li> <li>• Describe specimen collection</li> <li>• Describe special care for residents with tubing</li> <li>• Demonstrate proper application of bandages and dressings</li> <li>• Demonstrate proper bed making</li> </ul>	<p>NACH Skills:</p> <p>#18 Positions client on side            #4 Assists client with use of bedpan            #14 Measures and records urinary output            #19 Provides catheter care            #23 Provides perineal care (peri-care) for incontinent client            #12 - Makes an occupied bed</p>	<p><b>Module 8 Review Due</b></p> <p><b>Quiz #2 (Modules 5,6,7)            25 points</b></p> <p>Handouts:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Pressure Points</li> <li><input type="checkbox"/> Digestive System, <i>Sect II-34</i></li> </ul> <p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assisting with Urinary and Bowel</li> <li><input type="checkbox"/> Bed-making</li> </ul>
Apr 16 Thursday	<p><b>CPR</b></p> <p><b>Review for Medical Terminology Quiz #3 (173-174)            15 points</b></p> <p><b>Module 9 - Taking Vital Signs</b></p> <ul style="list-style-type: none"> <li>• Name the four vital signs</li> <li>• Identify three locations for taking temperature</li> <li>• Explain how to use thermometers</li> <li>• Identify pulse points</li> <li>• Demonstrate how to count respirations</li> <li>• Demonstrate how to take blood pressure</li> </ul>	<p>NACH skills:</p> <p>#6 Counts and records radial pulse            #7 Counts and records respirations            #13 Measures and records blood pressure</p>	<p>Group Activity - Find your pressure points on the table</p> <p>Handouts:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Reading Thermometers, <i>Sect II-35</i></li> <li><input type="checkbox"/> Measuring the pulse, <i>Sect II-36</i></li> </ul> <p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Vital Signs, Height and Weight</b></li> </ul> <p>Move to lab - practice skills</p>

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Week 4			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 21 Tuesday	<p><b>Group Presentation - Chapter 2: General Care</b></p> <p>Comprehension Game: Review Modules 8, 9, 10</p> <p>Jeopardy Game Review for Medical Terminology Quiz #4 (175-176)</p>		<p>Module 9 Review Due</p> <p>Medical Terminology Quiz #3 (173-174) 15 points</p> <p>CT # 6 - Log what you eat Physical Activity log (Mypyramid.gov)</p> <p>CT # 7 - Self Reflection Writing - What did you discover? What are your reactions to your discovery?</p> <p>Move to lab - practice skills</p> <p><i>Student support with Instructors</i></p>
Apr 22 Wednesday	<p><b>Group Presentation: Providing Good Nutrition</b></p> <p>Module 11 - Providing Good Nutrition</p> <ul style="list-style-type: none"> <li>• Identify basic food groups</li> <li>• Explain the importance of good nutrition</li> <li>• Recognize conditions that affect eating habits</li> <li>• Recognize changes in behavior that may relate to improper nutrition</li> <li>• Explain how to prevent complications from dysphagia</li> </ul> <p><b>Group Presentation - Restorative Care</b></p> <p>Module 13 - Providing Restorative Care</p> <ul style="list-style-type: none"> <li>• Explain the goals of rehabilitation</li> <li>• Discuss the use and care of assistive devices</li> <li>• Explain benefits of exercise</li> <li>• Describe complications of immobility</li> <li>• Describe activities of daily living</li> <li>• Describe ROM</li> </ul> <p>Comprehensive Review for Exam # 1 ( Modules 1-10)</p>		<p>Module 11 Review Due</p> <p>Quiz #3 (Modules 8,9,10) 25 points</p> <p>Medical Terminology Quiz #4 (175-176) 15 points</p> <p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Resident Safety</li> <li><input type="checkbox"/> Nutrition</li> </ul> <p>Handouts:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The Food Pyramid, Sect II-39</li> <li><input type="checkbox"/> Resident centered care (Cultural change)</li> <li><input type="checkbox"/> ROM Terms, Sect II-42</li> <li><input type="checkbox"/> Promoting Independence, Sect II-41</li> <li><input type="checkbox"/> Observation Survey Sheet, Sect II-43</li> </ul>

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Week 4			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 23 Thursday	<p><b>Group Presentation - Dementia</b></p> <p><b>Module 12 - Understanding Long-Term Care</b></p> <ul style="list-style-type: none"> <li>Recognize emotional and social needs</li> <li>Describe behavior management</li> <li>Describe body systems and changes related to aging</li> <li>Describe confusion and reality orientation</li> <li>Describe phases of Alzheimer's disease</li> <li>Discuss respiratory disorders</li> <li>Recognize side effects of cancer treatment</li> <li>Identify symptoms of diabetes</li> <li>Discuss steps to take during seizure</li> <li>Identify side effects of a stroke</li> </ul> <p>Discussion and Role playing: Care of the resident with Dementia</p> <p>Comprehensive Review for Quiz # 4            Modules 11, 12, 13</p>	<p>NACH skills:</p> <p>#9 - Dresses client with affected (weak) right arm</p> <p># 16 Performs passive range of motion (ROM) for one knee and one ankle</p> <p>#17 Performs passive range of motion (ROM) for one shoulder</p>	<p>Module 12 &amp; 13 Review Due</p> <p>Exam # 1 ( Modules 1-10)</p> <p>DVD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Dementia</li> <li><input type="checkbox"/> Exercise (includes ROM)</li> </ul>
Week 5			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 28 Tuesday	HIV part 1		<p>Quiz #4 (Modules 11, 12, 13)            25 points</p> <p>CT # 8 - Self Care</p>

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Week 5			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
Apr 29 Wednesday	HIV part 2		HIV Certification
Apr 30 Thursday	Morning: Clinical Orientation at Judson Park Back to class with Marina to work on skills		Wear Scrubs Take group picture at Judson Park
Week 6			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams Handouts and Videos
May 5 Tuesday	Clinicals at Judson Park		
May 6 Wednesday	Clinicals at Judson Park		
May 7 Thursday	<b>Module 14 - Managing Information</b> <ul style="list-style-type: none"> <li>• Explain the importance of careful observation</li> <li>• Recognize symptoms of abnormal changes</li> <li>• Explain the importance of detecting problems early</li> <li>• Discuss the reporting process</li> <li>• Explain charting procedures</li> <li>• Discuss the need for accuracy</li> </ul> Class Group Activity: HIPPA/Confidentiality  Twenty Questions Review for Medical Terminology Quiz # 5 (pgs 177-184)		<b>Module 14 Review Due</b>  HIPPA Scenarios  CT #9- Self-Reflection - How do you feel about death and dying?

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<b>Week 7</b>			
<b>Date</b>	<b>Objectives and Activities</b>	<b>Nursing Assistant Candidate Handbook (Skills)</b>	<b>Assignments, Quizzes &amp; Exams Handouts and Videos</b>
<b>May 12 Tuesday</b>	Clinicals at Judson Park		
<b>May 13 Wednesday</b>	Clinicals at Judson Park		
<b>May 14 Thursday</b>	<b>Module 15 - Dealing with Death and Dying</b> <ul style="list-style-type: none"> <li>• Define grief</li> <li>• Explain five stages of grief</li> <li>• Discuss reactions to death and dying</li> <li>• Identify signs of approaching death</li> <li>• Describe postmortem care</li> </ul> <b>Comprehensive Review for Exam # 2 Modules 11-16</b>		<b>Module 15 Review due</b>  <b>Medical Terminology Quiz #5 (pgs 177-184) 15 points</b>  Handout: <ul style="list-style-type: none"> <li><input type="checkbox"/> Stages of Grief and Death and Dying, <i>Sect II-44</i></li> </ul> DVD: Death and Dying

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Week 8			
Date	Objectives and Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams
May 19 Tuesday	Clinicals at Judson Park		
May 20 Wednesday	Clinicals at Judson Park		
May 21 Thursday	<b>Module 16 - Introducing Home Health Care</b> <ul style="list-style-type: none"> <li>Define home care</li> <li>Explain the role and responsibilities of the Home Health Aide</li> <li>Discuss the role of the healthcare team</li> <li>Describe special concerns for home care</li> <li>Discuss home maintenance and safety issues</li> <li>Describe family care</li> </ul> Comprehensive Review for Written Final Modules 1-16		Module 16 Review due <u>Exam #2 (Modules 11-16)</u> 50 points Guest Speaker from Home Health Care CT# 10 Self-Reflection Writing - Self Assessment (100 points) CASAS Post-Test <i>Student support with Instructors</i>
Week 9			
Date	Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams
May 26 Tuesday	Clinicals at Judson Park		
May 27 Wednesday	Clinicals at Judson Park		
May 28 Thursday	Written Final Clinical Final (100 points)		Written Final Modules 1-16 (100 points) Clinical Final
Week 10			
Date	Activities	Nursing Assistant Candidate Handbook (Skills)	Assignments, Quizzes & Exams
June 2 Tuesday	Class Potluck Celebration & Next Steps		Student/Teacher Evaluations

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