



# El Camino College

## COURSE OUTLINE OF RECORD - Official

### I. GENERAL COURSE INFORMATION

**Subject and Number:** Nursing 103  
**Descriptive Title:** Nurse Assistant

**Course Disciplines:** Nursing  
or Health Care Ancillaries

**Division:** Health Sciences and Athletics

**Catalog Description:** This course prepares the student to function as an entry-level worker on a health care team in a long-term care facility. The focus is on preparing the student to provide direct care to the patient/resident; to promote comfort measures; and collect, record and report data to licensed personnel. Principles of critical thinking, team building, ethics, caring and cultural sensitivity are integrated throughout the course.

**Conditions of Enrollment: Prerequisite**

Applicants are required to obtain a complete physical examination, proof of negative Tuberculosis and Measles-Mumps-Rubella (MMR) and receive a Hepatitis B vaccination prior to Orientation Day. Clear background check of no DUI, misdemeanor, or felony convictions.

**Recommended Preparation**

English 84  
AND

Mathematics 12

**Course Length:**  Full Term  Other (Specify number of weeks): 8  
**Hours Lecture:** 6.50 hours per week  TBA  
**Hours Laboratory:** 16.00 hours per week  TBA  
**Course Units:** 5.00

**Grading Method:** Letter  
**Credit Status:** Non-Degree Credit

**Transfer CSU:**  Effective Date: Proposed  
**Transfer UC:**  Effective Date: Proposed

**General Education:**

El Camino College: \_\_\_\_\_

CSU GE: \_\_\_\_\_

IGETC: \_\_\_\_\_

## II. OUTCOMES AND OBJECTIVES

### **A. COURSE STUDENT LEARNING OUTCOMES (The course student learning outcomes are listed below, along with a representative assessment method for each. Student learning outcomes are not subject to review, revision or approval by the College Curriculum Committee)**

1. At the end of Nursing 103 the student will apply the scientific principles and nursing skills to those clients who reside in various levels of healthcare facilities using a systematic approach and critical thinking, the nursing process for the purpose of providing comprehensive nursing care and therapeutic communication, while demonstrating cultural sensitivity within a healthcare facility setting, as outlined in the scope of practice of an entry level health care worker.
2. At the end of Nursing 103, the student will demonstrate readiness for the State of California certification examination for Nursing Assistants through successful completion of both written and clinical requirements of the course.

The above SLOs were the most recent available SLOs at the time of course review. For the most current SLO statements, visit the El Camino College SLO webpage at <http://www.elcamino.edu/academics/slo/>.

### **B. Course Student Learning Objectives (The major learning objective for students enrolled in this course are listed below, along with a representative assessment method for each)**

1. Discuss the legal implications of Title 22 Regulations.  
Class Performance
2. Describe the roles and responsibilities of the certified nurse assistant.  
Objective Exams
3. Describe the ethical behavior expected of a certified nurse assistant.  
Class Performance
4. Describe the role of the nurse assistant in maintaining resident rights.  
Objective Exams
5. Identify examples of rights that support resident needs for security, belonging and self esteem.  
Objective Exams
6. Describe the key steps involved in the communication process and methods used to communicate effectively.  
Class Performance
7. Demonstrate effective communication skills with residents, their families, and other health team members.  
Other exams
8. Describe socio-cultural factors that influence communication and the emotional reactions to illness and disability.  
Other exams
9. Identify various ways in which microorganisms can be spread.

Objective Exams

10. Identify signs and symptoms of infection.

Objective Exams

11. Differentiate between medical asepsis and sterile technique.

Performance exams

12. Explain the purpose of universal precautions and outline the steps.

Performance exams

13. Demonstrate the comfort and safety measures used to lift, turn, move and position residents in bed.

Performance exams

14. Demonstrate appropriate body mechanics while ambulating a resident.

Performance exams

15. Identify the responsibilities of the nurse assistant in promoting resident selfcare.

Objective Exams

16. Demonstrate the range-of-motion (ROM) exercises.

Performance exams

17. Identify general rules for providing and maintaining a safe environment.

Objective Exams

18. Describe the role of the nurse assistant in emergency, disaster, and fire situations.

Objective Exams

19. Demonstrate the skills necessary to provide basic care.

Performance exams

20. Demonstrate the accurate measurement of vital signs.

Performance exams

21. Identify units of measurement in the metric and household systems for weight, length and liquid.

Performance exams

22. Discuss the body's need for food and fluids.

Objective Exams

23. Differentiate among the commonly ordered diets for residents on diet therapy.

Embedded questions

24. Identify alternative ways to meet the need for food and fluids.

Quizzes

25. Differentiate between recording and reporting.

Quizzes

26. Utilize medical terminology and abbreviations commonly used in medical facilities.

Written homework

27. Describe the effect of aging on the body structure and function.

Quizzes

28. Describe the five stages of the grieving process.

Quizzes

29. Describe approaches to meet common emotional and spiritual needs.

Homework Problems

**III. OUTLINE OF SUBJECT MATTER (Topics are detailed enough to enable a qualified instructor to determine the major areas that should be covered as well as ensure consistency from instructor to instructor and semester to semester.)**

<b>Lecture or Lab</b>	<b>Approximate Hours</b>	<b>Topic Number</b>	<b>Major Topic</b>
Lecture	2	I	Module 1: Introduction to Nurse Assistant A. Role and responsibilities of the Certified Nurse Assistant B. Title 22 C. Requirements for nurse assistant certification D. Professionalism E. Ethics and confidentiality
Lecture	2	II	Module 2: Patients' Rights A. Title 22 B. Health and Safety Code C. Code of Federal Regulations
Lecture	2	III	Module 3: Communication/Interpersonal Skills A. Communications B. Defense mechanisms C. Sociocultural factors D. Attitudes towards illness/health care E. Family interaction
Lecture	1	IV	Module 4: Prevention and Management of Catastrophe and Unusual Occurrences A. Emergency B. General safety rules C. Fire and disaster plans D. Roles and procedures for CNA E. Patient safety
Lecture	2	V	Module 5: Body Mechanics A. Basic body mechanics B. Transfer techniques C. Ambulation D. Proper body mechanics/positioning techniques
Lecture	2	VI	Module 6: Medical and Surgical Asepsis A. Microorganisms B. Universal precautions C. Principles of asepsis
Lecture	2	VII	Module 12: Emergency Procedures A. Signs and symptoms of distress B. Immediate and temporary intervention C. Emergency codes
Lecture	2	VIII	Module 14: Rehabilitation Nursing

			<ul style="list-style-type: none"> <li>A. Promoting patient potential</li> <li>B. Devices and equipment</li> <li>C. Activities of daily living</li> <li>D. Family interactions</li> <li>E. Complications of inactivity</li> <li>F. Ambulation</li> <li>G. Range of motion</li> </ul>
Lecture	5	IX	<b>Module 15: Observation and Charting</b> <ul style="list-style-type: none"> <li>A. Observation of patients and reporting responsibilities</li> <li>B. Patient care plan</li> <li>C. Patient care documentation</li> <li>D. Legal issues of charting</li> <li>E. Medical terminology and abbreviations</li> <li>F. Subjective vs objective observations</li> </ul>
Lecture	1	X	<b>Module 7: Weights and Measures</b> <ul style="list-style-type: none"> <li>A. Metric system and liquid volume</li> <li>B. Weight, length, height</li> <li>C. Military time, i.e, a twenty-four (24) hour clock</li> </ul>
Lecture	14	XI	<b>Module 8: Patient Care Skills</b> <ul style="list-style-type: none"> <li>A. Bathing/medicinal baths</li> <li>B. Dressing/Undressing</li> <li>C. Oral hygiene</li> <li>D. Hair care, shampoo, nail care, shaving</li> <li>E. Care of prosthetic devices including hearing and visual aids</li> <li>F. Skin care/pressure (decubitus) ulcers</li> <li>G. Elimination needs</li> <li>H. Bowel and bladder retraining</li> <li>I. Height and weights</li> </ul>
Lecture	7	XII	<b>Module 9: Patient Care Procedures</b> <ul style="list-style-type: none"> <li>A. Collection of specimens including stool, urine and sputum</li> <li>B. Care of patient with tubing, gastric, oxygen, urinary, Intravenous. This care does not include inserting, suctioning, or changing the tubes.</li> <li>C. Intake and output</li> <li>D. Bed making</li> <li>E. Cleansing enemas, laxative suppositories</li> <li>F. Admission, transfer, discharge</li> </ul>
Lecture	4	XIII	<b>Module 10: Purpose of vital signs</b> <ul style="list-style-type: none"> <li>A. Factors affecting vital signs</li> <li>B. Normal ranges</li> <li>C. Methods of measurement</li> <li>D. Temperature, pulse respiration</li> <li>E. Blood pressure</li> </ul>

			<ul style="list-style-type: none"> <li>F. Abnormalities</li> <li>G. Pain assessment</li> </ul>
Lecture	2	XIV	<b>Module 11: Nutrition</b> <ul style="list-style-type: none"> <li>A. Proper nutrition</li> <li>B. Feeding techniques</li> <li>C. Diet therapy</li> </ul>
Lecture	2	XV	<b>Module 13: Long Term Resident</b> <ul style="list-style-type: none"> <li>A. Needs of persons with retardation, Alzheimer's, cerebral palsy, dementia, mental illness.</li> <li>B. Introduction to anatomy and physiology</li> <li>C. Physical and behavioral needs and changes</li> <li>D. Community resources available</li> <li>E. Psychological, social, and recreational needs</li> <li>F. Common disease/disorders including signs and symptoms</li> </ul>
Lecture	2	XVI	<b>Module 16: Death and Dying</b> <ul style="list-style-type: none"> <li>A. Stages of grief</li> <li>B. Emotional and spiritual needs of patient and family</li> <li>C. Rights of dying patient</li> <li>D. Signs of approaching death</li> <li>E. Monitoring the patient</li> <li>F. Postmortem care</li> </ul>
Lab	9	XVII	<b>Module 6: Medical and Surgical Asepsis (Clinical hours)</b> <ul style="list-style-type: none"> <li>A. Hand washing</li> <li>B. Proper handling of linen</li> <li>C. Universal Precautions: gloving, gowning, mask application</li> <li>D. Trash and waste disposal</li> </ul>
Lab	6.5	XVIII	<b>Module 5: Body Mechanics (Clinical hours)</b> <ul style="list-style-type: none"> <li>A. Use of Gait belt</li> <li>B. Helping the helpless resident up to the head of the bed with two assistants</li> <li>C. Turning and positioning the resident in the Supine, Side-Lying position</li> <li>D. Use of the draw sheet</li> <li>E. Assisting transfer from bed to chair or wheel chair</li> <li>F. Use of mechanical lift</li> </ul>
Lab	1	XIX	<b>Module 2: Patient's Rights (Clinical hours)</b> <ul style="list-style-type: none"> <li>A. Knocks on door before entering</li> <li>B. Pulls privacy curtains during personal care</li> <li>C. Keeps resident records confidential</li> <li>D. Treats resident with respect and dignity</li> <li>E. Encourages resident to make choices</li> <li>F. Explains procedure to resident</li> </ul>
Lab	8	XX	<b>Module 14: Rehabilitative Nursing (Clinical hours)</b>

			<ul style="list-style-type: none"> <li>A. Range of motion exercises</li> <li>B. Assisted ambulation of resident with Gait belt</li> <li>C. Assisting the resident to ambulate with walker/cane</li> <li>D. Rehabilitative devices</li> </ul>
Lab	2	XXI	<p>Modules 4 &amp; 12: Emergency Procedures and Prevention of Catastrophe (Clinical hours)</p> <ul style="list-style-type: none"> <li>A. Applying postural support (safety devices)</li> <li>B. Applying soft wrist restraints as a safety device</li> <li>C. Heimlich maneuver for the conscious/unconscious resident</li> <li>D. Positioning of the call light</li> <li>E. Demonstrating fire/disaster procedures</li> <li>F. Use of fire extinguisher</li> </ul>
Lab	52	XXII	<p>Module 8: Patient Care Skills (Clinical hours)</p> <ul style="list-style-type: none"> <li>A. Back rub</li> <li>B. Bed bath/partial bath</li> <li>C. Shower/tub</li> <li>D. Assisting with oral hygiene</li> <li>E. Mouth care on the unconscious resident</li> <li>F. Denture care</li> <li>G. Nail care</li> <li>H. Combing the resident's hair</li> <li>I. Medicinal shampoo</li> <li>J. Shaving with a razor blade</li> <li>K. Dressing and undressing the resident</li> <li>L. Assist in the use of the urinal, bedpan, commode</li> <li>M. Assisting the resident to commode/toilet</li> <li>N. Bowel and bladder retraining</li> <li>O. Perineal care</li> </ul>
Lab	13.5	XXIII	<p>Module 10: Vital Signs (Clinical hours)</p> <ul style="list-style-type: none"> <li>A. Measure and record temperature including: oral, axillary, rectal and electronic routes</li> <li>B. Radial and apical pulse</li> <li>C. Respiration</li> <li>D. Blood pressure</li> <li>E. Pain assessment of patient</li> </ul>
Lab	25	XXIV	<p>Module 9: Patient Care Procedures (Clinical hours)</p> <ul style="list-style-type: none"> <li>A. Collect and identify the following specimens: sputum, urine and stool</li> <li>B. Occupied bed making</li> <li>C. Unoccupied bed making</li> <li>D. Empty urinary bags</li> <li>E. Care of resident with the following tubing: oxygen, IV, gastrostomy, nasogastric and urinary catheter</li> <li>F. Antiembolic hose (TED Hose)</li> </ul>

			G. Admitting the resident H. Discharging the resident I. Application of non-legend topical ointments
Lab	1	XXV	Module 7: Weights and Measures (Clinical hours) A. Measuring oral intake B. Measuring urinary output C. Measuring the height of a resident in bed D. Weighing the resident in bed E. Measuring and weighing the resident using an upright scale F. Documents in military time
Lab	6	XXVI	Module 11: Nutrition (Clinical hours) A. Feeding the helpless resident B. Assisting the resident who can feed self C. Verifying that the resident has been given the correct diet tray D. Use of feeding assistance devices E. Measures and records the amount of food the resident consumes using percentages
Lab	4	XXVII	Module 15: Observation Charting (Clinical hours) A. Reports appropriate information to charge nurse B. Documents V/S, ADL'S timely and correctly C. Documents changes in resident's body functions and/or behavior D. Participates in resident care planning
<b>Total Lecture Hours</b>		52	
<b>Total Laboratory Hours</b>		128	
<b>Total Hours</b>		180	

#### IV. PRIMARY METHOD OF EVALUATION AND SAMPLE ASSIGNMENTS

##### A. PRIMARY METHOD OF EVALUATION:

Skills demonstrations

##### B. TYPICAL ASSIGNMENT USING PRIMARY METHOD OF EVALUATION:

Accurately measure and record radial pulse and blood pressure within 2 points and temperature and respirations without any point variance.

##### C. COLLEGE-LEVEL CRITICAL THINKING ASSIGNMENTS:

1. Research the roles of a Certified Nursing Assistant, a Licensed Vocational Nurse, and a Registered Nurse. Compare and contrast the degree of responsibilities of each profession with regard to patient care.



2. Research at least two (2) professions that a Certified Nursing Assistant may transition to if he or she decides to further his or her career. Identify the challenges, the risks, and the benefits that these two professions would have, and how challenges and risks may be overcome.

**D. OTHER TYPICAL ASSESSMENT AND EVALUATION METHODS:**

Performance exams

Other exams

Quizzes

Laboratory reports

Field work

Class Performance

Homework Problems

Multiple Choice

Matching Items

True/False

Other (specify):

Ability to accurately and safely perform skills in the clinical setting on the residents

Clinical Evaluations

**V. INSTRUCTIONAL METHODS**

Demonstration

Discussion

Laboratory

Lecture

Multimedia presentations

Role Play

Simulation

Other (please specify)

Students have a clinical rotation in a long term care facility with direct patient contact.

**Note: In compliance with Board Policies 1600 and 3410, Title 5 California Code of Regulations, the Rehabilitation Act of 1973, and Sections 504 and 508 of the Americans with Disabilities Act, instruction delivery shall provide access, full inclusion, and effective communication for students with disabilities.**

**VI. WORK OUTSIDE OF CLASS**

Study

Skill practice  
 Required reading

**Estimated Independent Study Hours per Week: 13**

**VII. TEXTS AND MATERIALS**

**A. UP-TO-DATE REPRESENTATIVE TEXTBOOKS**

Sorrentino, S. & Remmert, L.. Mosby's Textbook for Nursing Assistants. 9th ed. Elsevier, 2017.  
 Sorrentino, S. & Remmert, L.. Workbook and Competency Evaluation Review for Mosby's Textbook for Nursing Assistants. 9th ed. Elsevier, 2017.

**B. ALTERNATIVE TEXTBOOKS**

**C. REQUIRED SUPPLEMENTARY READINGS**

Title 22, California Code of Regulations, Division 5  
 Selected readings from journals

**D. OTHER REQUIRED MATERIALS**

CNA Syllabus  
 Purchase program-approved uniform  
 Analog watch  
 Student ID badge  
 Current CPR card

**VIII. CONDITIONS OF ENROLLMENT**

**A. Requisites (Course and Non-Course Prerequisites and Corequisites)**

Requisites	Category and Justification
Non-Course Prerequisite	These prerequisites will ensure the safe delivery of care to residents that the students will be caring for. They also meet the clinical requirements as set forth by the Department of Public Health Services Licensing and Certification Division.

**B. Requisite Skills**

Requisite Skills
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**C. Recommended Preparations (Course and Non-Course)**

Recommended Preparation	Category and Justification
Course Recommended Preparation AND English-84	
Course Recommended Preparation Mathematics-12	

**D. Recommended Skills**

Recommended Skills
English 84 ENGL 84 - Utilize comprehension and vocabulary strategies to improve reading rate. ENGL 84 - Select and employ reading strategies to interpret the content of a college-level textbook, with special focus on constructing a thesis statement and providing valid support. ENGL 84 - Identify an implied main idea (thesis), and support with major and minor details, from a longer text or novel.

Math 12 MATH 12 -

Read and write whole numbers and decimal numbers in standard, expanded, and written form.

MATH 12 -

Use the order of operations to add, subtract, multiply and exponentiate whole numbers, fractions and decimals.

MATH 12 -

Use rounding techniques to estimate results of operations on whole numbers, fractions and decimals.

MATH 12 -

Solve various application problems requiring the use of ratios, proportions, and percentages.

#### **E. Enrollment Limitations**

Enrollment Limitations and Category	Enrollment Limitations Impact
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**Course created by V. Katherine Townsend on 09/01/1997.**

**BOARD APPROVAL DATE:**

**LAST BOARD APPROVAL DATE: 11/20/2017**

**Last Reviewed and/or Revised by Eliza Rivera-Mitu on 06/08/2017**

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