

Health Science Careers – Nursing Assistant (NAC)

Description: In our NEW, state-of-the-art learning lab and high-tech SIMS labs, explore the challenging, exciting career possibilities in Healthcare - one of the fastest growing industries today; and be prepared to take the State exam for Nursing Assistant Certified (NAC)!

The program will include:

- Healthcare systems, legal and ethical responsibilities, human growth & development;
- Infection control, First Aid/CPR, HIV/AIDS training;
- Body mechanics, rehabilitation & restorative care, nutrition, patient comfort;
- Physical exams, phlebotomy, specimen collection & testing;
- Anatomy, physiology, medical terminology;
- Career exploration, job skills development and internships at care facilities, hospitals and specialty sites. Areas of rotation may include emergency room, mother-baby unit, midwifery, diagnostic imaging, physical therapy, sleep clinic, telemetry and others.

Great clinical sites, guest speakers, field trips and leadership activities make this course invaluable for students considering careers in a healthcare setting.

Competencies: Patient care skills; CPR/first aid; Nutrition; Basic anatomy, physiology and medical terminology; Disease pathology; Safety and infection control; Developmental changes; Preventative and restorative care; Professional ethics and legal responsibilities, Career exploration; Job shadowing/internships.

Requirements: Grades 11, 12.

Cross-crediting: .5 Health credit

College Credit (TBD): Students may earn 13+ credits for successful completion of this program.

Certifications: First Aid, CPR, HIV/AIDS, Nursing Assistant Certified prepared.

Contact WaNIC with questions or to schedule a visit: jeyoung@lwsd.org or 425-936-1462

WaNIC Nursing Assistant (CNA)
Course Outline and Syllabus

- Health Care Systems
- Legal and Ethical Responsibilities
- Infection Control
- Medical Terminology
- Communications
- Medical Mathematics
- Wellness and Nutrition
- Personal Qualities
- The Health Assistant
- Health Care Careers
- Anatomy and Physiology
- Human Growth and Development
- Safety Precautions
- HIV/AIDS Education
- Client Status
- CPR Methods
- Emergency Care/First Aid
- Pharmacology
- Admissions, Transfers, and Discharges
- Body Mechanics
- Physical Exams
- Nutrition and Elimination
- Patient Comfort
- Rehabilitation and Restorative Care
- Specimen Collection and Testing
- Phlebotomy
- Electrocardiography
- Ambulatory Surgery
- The Surgical Patient
- Special Populations
- Job Seeking Skills

Nursing Assistant (CNA)

Health Care Systems

1. **History of Health Care**
Ancient Times, Middle Ages and Renaissance, Industrial Revolution and Modern Era
2. **Systems in Health Care**
Systems Theory, Systems Theory in Health Care, National Health Care Systems
3. **Health Care Delivery Systems**
Health Care Facilities, Government and Nonprofit Agencies, Organizational Structure, Health Care Trends
4. **Health Insurance**
Health Insurance, Managed Care, Government Programs
5. **Health Care Systems Module Test**

Legal and Ethical Responsibilities

1. **Civil and Criminal Law**
Criminal Law, Civil Law and Torts, Civil Law and Contracts
2. **Privacy and Security**
Introduction to HIPAA, Privileged Communication, Medical Records, Technology
3. **Advance Directives and Client Rights**
Advance Directives, Client Rights
4. **Liability and Ethics**
Reducing Liability, Ethics, Ethical Dilemmas
5. **Workplace Law**
Discrimination, Wages, Benefits, and Leave, Safety
6. **Legal and Ethical Responsibilities Module Test**

Infection Control (GLE 2.3.1)

1. **Introduction to Infection Control**
Microorganisms, Infection, Asepsis, Hand Cleansing, Cleaning Equipment
2. **Standard Precautions**
Standard Precautions, Gowns, Masks and Eyewear, Non-Sterile Gloves
3. **Transmission-Based Precautions**
Transmission-Based Precautions, Transmission-Based Garments, Isolation Units
4. **Sterile Technique**
Sterile Field, Sterile Gloves, Autoclave
5. **Infection Control Module Test**

Medical Terminology

1. **Word Parts: Roots**
Word Parts, Word Roots
2. **Word Parts: Suffixes and Prefixes**
Suffixes, Prefixes, Combining Word Parts
3. **Abbreviations**
General Abbreviations, Body System Abbreviations
4. **Anatomic References**
Body Planes and Directions, Body Cavities
5. **Medical Terminology Module Test**

Communications (GLE 3.2.1 – 3.2.2, 3.3.1)

1. **Basic Communication**
Types of Communication, Communication Process
2. **Interpersonal Communication**
General Guidelines, Group Communication, Directions
3. **Communication Barriers**
Personal Barriers, Cultural Barriers, Physical Barriers, Environmental Barriers
4. **Communicating with Patients**
Interaction, Education
5. **Documentation**
Documents, Reporting
6. **Communication Technology**
Telephone Skills, Other Technologies
7. **Media Influences**
Evaluate and create health and fitness media
8. **Conflict Management**
Effective conflict resolution
9. **Communications Module Test**

Medical Mathematics

1. **Number Basics**
Medical Mathematics, Number Basics
2. **Key Calculations**
Ratios and Proportions, Estimating
3. **Measurement Systems**
English System, Metric System, Apothecary System, Conversions
4. **Medications**
Labels and Prescriptions, Dosages, Parenteral Medication
5. **Temperature and Time**
Temperature, Time
6. **Charts and Graphs**
Intake and Output Chart, TPR Graph
7. **Medical Mathematics Module Test**

Wellness and Nutrition (GLE 2.1.1, 2.3.2, 2.4.1 - 2.4.7, 3.1.1 – 3.1.3)

1. **Wellness**
Wellness, Healthy Living
2. **Nutrition**
Nutrients, MyPyramid, Food Groups
3. **Health Care**
Choosing Providers, Physical Examination
4. **Stress and Planning for Wellness**
Stress, Wellness Plan
5. **Keeping safe and Healthy**
Conflict, technology, preventing injuries
6. **Substance Abuse**
Drug, alcohol, tobacco use and treatment options
7. **Healthy Environment**
Culture, family, environment
8. **Wellness and Nutrition Module Test**

Personal Qualities

1. **Personal Characteristics**
Appearance, Desirable Traits
2. **Health Care Team**
Teamwork, Team Roles, Leadership
3. **Personal Management Skills**
Time Management, Problem Solving
4. **Personal Qualities Module Test**

The Health Assistant

1. **Health Assisting**
Health Care Teams, Facilities, Education and Credentials
2. **Nursing**
Nursing Care Delivery Models, The Nursing Process
3. **Qualities of Health Assistants**
Personality Traits, Communication
4. **Infection Control and Safety Precautions**
Infection Control, Safety Precautions, Violations
5. **Legal Conduct**
Law, Scope of Practice, Privileged Communication
6. **Patient Rights and Code of Ethics**
Informed Consent, Patient and Resident Rights, Ethics, workplace violence
7. **The Health Assistant Module Test**

Health Care Careers

1. **Careers in Health Care**
Health Care Careers
2. **Choosing a Career in Health Care**
Career Decisions, Research Careers, Plan Career Path
3. **Health Care Careers Module Test**

Anatomy and Physiology

1. **Introduction to Anatomy and Physiology**
Basic Body Structure, Disease and Immunity
2. **Integumentary System**
Integumentary System, Diseases and Disorders
3. **Skeletal System**
Skeletal System, Diseases and Disorders
4. **Muscular System**
Muscular System, Diseases and Disorders
5. **Nervous System**
Nervous System, Diseases and Disorders
6. **Sensory System**
Intro to the Sensory System, Vision, Hearing, Smell, Taste, and General Senses, Sensory System Diseases and Disorders
7. **Cardiovascular System**
Cardiovascular System, Diseases and Disorders
8. **Lymphatic System**
Lymphatic System, Diseases and Disorders

9. **Respiratory System**
Respiratory System, Diseases and Disorders
10. **Digestive System**
Digestive System, Diseases and Disorders
11. **Urinary System**
Urinary System, Diseases and Disorders
12. **Endocrine System**
Endocrine System, Diseases and Disorders
13. **Reproductive System**
Male System, Female System, Reproductive System Diseases and Disorders
14. **Anatomy and Physiology Module Test**

Human Growth and Development (GLE 2.2.1, 2.2.3)

1. **Genetics**
Introduction, Genetics
2. **Prenatal and Neonatal**
Prenatal, Neonatal
3. **Childhood**
Infants and Toddlers, Early Childhood, Middle Childhood
4. **Adolescence and Adulthood**
Adolescence, Early Adulthood, Middle Adulthood, Late Adulthood
5. **Aging and Death**
Aging, Death and Grief, Mortuary Science
6. **Human Growth and Development Module Test**

Safety Precautions

1. **Body Mechanics**
Body Mechanics for Workers, Body Mechanics for Patients, Patient Transfers
2. **Safety Guidelines and Regulations**
Basic Guidelines, Greeting and Identifying, Government Regulations, Reporting Safety Hazards
3. **Environmental Safety**
Food Safety, Fire Safety, Chemical Safety
4. **Safety Precautions Module Test**

HIV/AIDS and Sexual Health (GLE 2.2.2, 2.4.8, 2.4.9)

1. **What are HIV and AIDS**
Causes and how HIV goes from person to person, Signs and symptoms of HIV and AIDS
2. **How to counsel for HIV testing**
3. **How to be safe in the workplace**
4. **Legal and moral issues**
Confidentiality and emotional and social issues
5. **Risky Behavior**
6. **Birth control types**
7. **STDs**

Client Status

1. **Vital Signs and Body Measurements**
Vital Signs, Body Measurements
2. **Temperature**
Temperature, Glass/Mercury Thermometers, Oral Temperature, Tympanic Temperature
3. **Pulse**
Pulse, Radial Pulse, Apical Pulse
4. **Respiration**
Respiration
5. **Blood Pressure**
Blood Pressure

CPR Methods (GLE 2.4.2)

1. **Basic Adult CPR**
CPR Basics, Introduction to Adult CPR, One-Person Rescue, Two-Person Rescue
2. **Pediatric CPR**
Introduction to Pediatric CPR, Child One-Person Rescue, Child Two-Person Rescue, Infant One-Person Rescue, Infant Two-Person Rescue
3. **Airway Obstructions**
Introduction to Airway Obstructions, Adults and Children, Infants
4. **CPR Methods Module Test**

Emergency Care/First Aid (GLE 2.4.2)

1. **Introduction to Emergency Care**
Emergency Care
2. **Injury Care Techniques**
Dressings and Bandages, Slings and Splints, Crutches
3. **Shock and Bone/Joint Injuries**
Shock, Bones and Joints
4. **Wounds and Burns**
Wounds, Burns
5. **Foreign Bodies and Poison**
Foreign Bodies, Poison
6. **Extreme Temperatures**
Heat Exposure, Cold Exposure
7. **Sudden Illnesses**
Heart Attack, Stroke, Fainting, Diabetes, Seizures
8. **Emergency Care Module Test**

Pharmacology

1. **Introduction to Pharmacology**
Introduction to Pharmacology, Drugs
2. **Drug Safety**
Legal and Safety Issues, Prescriptions and Abbreviations
3. **Preparing and Administering Medication**
Calculating Dosage, Administering Medications
4. **Parenteral Medications**
Preparing Syringes, Administering Injections, Intravenous Therapy
5. **Pharmacology Module Test**

Admissions, Transfers, and Discharges

1. **Patient Concerns**
Introduction, Patient Belongings
2. **Admissions**
Baseline Assessment, Initial Examination, Examination Positions, Admissions
3. **Transfers and Discharges**
Transfers, Discharges
4. **Admissions, Transfers, and Discharges Module Test**

Body Mechanics

1. **Safety Guidelines**
Body Mechanics, Equipment Safety
2. **Moving Patients**
Pressure Ulcers, Moving Up In Bed, Turning and Logrolling, Dangling
3. **Positioning Patients**
Basic Bed Positions, Chair Positioning
4. **Transferring Patients: Bed**
Introduction to Transfers, Bed and Wheelchair Transfer, Bed and Stretcher Transfer
5. **Transferring Patients: Toilet and Vehicle**
Wheelchair and Toilet Transfer, Wheelchair and Vehicle Transfer
6. **Body Mechanics Module Test**

Physical Exams

1. **Introduction to Physical Exams**
Physical Exams, Positions and Draping
2. **Eye and Ear Examinations**
Visual Acuity, Auditory Acuity, EENT Exam
3. **Physical Examinations**
Complete Physical Exam, Pediatric Exam
4. **Gynecological and Obstetrical Exams**
Gynecological Exam, Prenatal Exam
5. **Physical Exams Module Test**

Nutrition and Elimination

1. **Optimal Nutrition**
Nutrients, My Pyramid and Food Groups
2. **Diets**
Basic Facility Diets, Therapeutic Diets, Other Dietary Considerations
3. **Feeding Patients**
Meals, Helping a Patient Self-Feed, Feeding a Patient, Alternative Methods of Feeding
4. **Intake and Output**
Maintaining Fluid Balance, Recording Intake and Output, Calculate 24-Hour Intake and Output
5. **Assisting with Toileting**
Elimination Needs, Bedpan, Urinal, Bedside Commode, Bladder and Bowel Training
6. **Urinary Catheters**
Catheters, Indwelling Catheter Care, Emptying a Catheter Drainage Bag, Connecting a Catheter to a Leg Bag, Applying a Condom Catheter
7. **Special Bowel Elimination Procedures**
Ostomy, Bowel Aids
8. **Nutrition and Elimination Module Test**

Patient Comfort

1. **Observing Patients**
Patient Comfort, General Observation, Skin Observation
2. **Handling Bed Linens**
Bedmaking, Linens, Mitered Corners
3. **Making Beds**
Unoccupied Bed, Open Bed, Occupied Bed
4. **Perineal Care**
Perineal Care, Female Perineal Care, Male Perineal Care
5. **Hand and Foot Care**
Hand Care, Foot Care
6. **Hair Care**
Hair Care, Bed Shampoo, Daily Hair Care, Facial Shaving
7. **Oral Care**
Oral Care, Special Oral Care, Denture Care
8. **Dressing and Undressing**
Dressing, Dressing with an IV
9. **Bathing**
Bathing, Complete Bed Bath, Partial Bath, Tub or Whirlpool Bath, Shower
10. **Eyeglasses and Hearing Aids**
Eyeglasses, Hearing Aids
11. **AM and PM Care and Pain Management**
AM and PM Care, Signs and Symptoms, Backrub
12. **Patient Comfort Module Test**

Rehabilitation and Restorative Care

1. **Rehabilitation and Restorative Care**
Introduction, Patients
2. **Activities of Daily Living**
Activities of Daily Living, Incontinence
3. **Ambulation**
Ambulation, Transfer Belt, The Falling Patient
4. **Assistive Devices for Ambulation**
Cane, Crutches, Walker
5. **Range of Motion Exercises**
Range of Motion Exercises, Passive ROM Exercises
6. **Cold and Heat Applications**
Cold and Heat Applications, Cold Pack, Hot Soak, Sitz Bath
7. **Compressive Garments & Breathing Exercises**
Binders, Assist Breathing/Coughing, Elasticized Stockings
8. **Rehabilitation and Restorative Care Module Test**

Specimen Collection and Testing

1. **Policies and Practices for Specimens**
Introduction, Safety Precautions
2. **Collecting Urine Specimens**
Routine Urine Specimen, Clean-Catch Urine Specimen, 24-Hour Urine Specimen, Pediatric Urine Specimen
3. **Straining and Testing Urine**
Straining Urine, Urinalysis, Urine Pregnancy Test

4. **Stool Specimen and Tests**
Stool Specimen, Testing Stool Specimen
5. **Cultures and Smears**
Cultures and Smears, Throat Culture, Wound Culture, Sputum, Microscopes
6. **Specimen Collection and Testing Module Test**

Phlebotomy

1. **Introduction to Phlebotomy**
Introduction, Communication
2. **Skin Puncture: Microhematocrit and Hemoglobin**
Skin Punctures, Microhematocrit, Hemoglobin
3. **Skin Puncture: Blood Glucose and PKU Test**
Blood Glucose, PKU Test
4. **Venipuncture**
Venipuncture, Equipment for Venipuncture, Order of Draw, Vacuum Tube Blood Collection, Troubleshooting
5. **Phlebotomy Module Test**

Electrocardiography

1. **Anatomy and the ECG**
ECG's and the Heart, Heartbeat and the ECG Cycle
2. **The Science of the ECG**
How ECG's Work, ECG Leads
3. **Performing a Standard Resting ECG**
Types of ECG's, Standardization, Artifacts, Automatic 12-Lead ECG
4. **Using ECG Recordings**
Arrhythmias, Calculating Heart Rate
5. **Other Cardiac Tests and Equipment**
Related Diagnostic Cardiac Tests, Holter Monitoring
6. **Electrocardiography Module Test**

Ambulatory Surgery

1. **Ambulatory Surgery**
Ambulatory Surgery, Infection Control, Surgical Instruments
2. **Preoperative Procedures**
Preliminary Duties, Room Preparation, Patient Preparation
3. **Intraoperative Procedures**
Local Anesthetics, Surgical Assisting
4. **Postoperative Procedures**
Patient Care and Discharge, Room Cleanup, Follow-Up Care
5. **Ambulatory Surgery Module Test**

The Surgical Patient

1. **Surgery**
Surgery, Infection Control, Psychological Care
2. **Preoperative Care**
Preoperative Care, Before the Day of Surgery, The Day of Surgery, Prepare the Skin
3. **Operative Care**
Operative Care, Surgical Room, Sterile Tray

4. **Postoperative Care**
Postoperative Care, Prepare the Postoperative Unit
5. **Compressive Garments & Breathing Exercises**
Binders, Assist Breathing/Coughing, Elasticized Stockings
6. **The Surgical Patient Module Test**

Special Populations

1. **Pediatric Patients**
Introduction, Caring for Pediatrics, Health Conditions of Pediatrics
2. **Elderly Patients**
Introduction, Effects of Aging, Caring for the Elderly, Special Needs of the Elderly
3. **Dealing with Death**
Grief and Dying, Death and Postmortem Care
4. **Cognitively-Impaired Patients**
Dementia, Caring for Dementia Patients, Mental Illness, Caring for the Mentally Ill
5. **Physically & Developmentally Impaired Patients**
Physically-Impaired, Developmentally-Impaired
6. **Restraints**
Using Restraints
7. **Special Populations Module Test**

Job Seeking Skills

1. **Applications and Resumes**
Job Openings, Application, Résumé
2. **Interviews and Resignation**
Interview, Resignation
3. **Job Seeking Skills Module Test**