

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: HEALTH MAINTENANCE SKILLS

Code No: DSW 107

Program: DEVELOPMENTAL SERVICES WORKER

Semester: 2

Date: JANUARY, 1989

Author: FAYE SMEDLEY

New: _____ Revision: X

APPROVED:  _____
Chairperson Date

MARK OFFS:

Each skill tested will be marked out of 50.
Pass is 80% of 50 = 35 marks.

A mark under 35 calls for a rewrite the following lab day.
You enter that test with a mark of 45.

A mark under 35 on a rewrite calls for a rewrite at the end of term.
You enter that test with a mark of 40.

Students are expected to practise these skills during the last hour of lab on Wednesday and on their own time. Labs are open during the evenings. Test days are not teaching days. You must perform the skill with no help from the teacher or classmates.

1	Handwashing technique	1. Wash hands for 20 seconds
2	Hand hygiene	1. Wash hands for 20 seconds
3	Personal protective equipment (PPE)	1. Put on PPE correctly
4	Respiratory hygiene	1. Cover mouth and nose when coughing or sneezing
5	Safe disposal of sharps	1. Dispose of sharps in sharps container
6	Safe disposal of biohazardous waste	1. Dispose of biohazardous waste in biohazardous waste container
7	Safe disposal of chemical waste	1. Dispose of chemical waste in chemical waste container
8	Safe disposal of radioactive waste	1. Dispose of radioactive waste in radioactive waste container
9	Safe disposal of pharmaceutical waste	1. Dispose of pharmaceutical waste in pharmaceutical waste container
10	Safe disposal of sharps	1. Dispose of sharps in sharps container
11	Safe disposal of biohazardous waste	1. Dispose of biohazardous waste in biohazardous waste container
12	Safe disposal of chemical waste	1. Dispose of chemical waste in chemical waste container
13	Safe disposal of radioactive waste	1. Dispose of radioactive waste in radioactive waste container
14	Safe disposal of pharmaceutical waste	1. Dispose of pharmaceutical waste in pharmaceutical waste container
15	Safe disposal of sharps	1. Dispose of sharps in sharps container
16	Safe disposal of biohazardous waste	1. Dispose of biohazardous waste in biohazardous waste container
17	Safe disposal of chemical waste	1. Dispose of chemical waste in chemical waste container
18	Safe disposal of radioactive waste	1. Dispose of radioactive waste in radioactive waste container
19	Safe disposal of pharmaceutical waste	1. Dispose of pharmaceutical waste in pharmaceutical waste container
20	Safe disposal of sharps	1. Dispose of sharps in sharps container

SAULT COLLEGE

DEVELOPMENTAL SERVICES WORKER

DSW 107

Week/Date 1989	Theory 1 hr/wk	Skill Demonstration 1 hr/wk	Skill Practise 1 hr/wk
1	Introduction to course & qualities of a DSW student. Ethical legal issues	* unoccupied bed	unoccupied bed
2	Cleanliness & skin care, prevention of decubitus ulcers dependency	occupied bed positioning	occupied bed
3	Rehabilitation Safety Exercise & Activity	Bed bath/draping	
4	Nutrition, foods & fluids	dressing ROM Restraints	
5	Problems of eyes & ears Care during a fever	Body Mechanics Lifts & transfers	
Test #1	- 4 questions on each of above classes & readings	1. unoccupied bed 2. positioning 3. ROM Be prepared to do all 3 but you will be tested on only one of above	
6	communicable diseases sexually transmitted diseases	isolation techniques handwashing, gowning, gloving, bagging	
7	problems of cardiovascular system	TPR/blood pressure	
8	problems of respiratory system	Post ural drainage O ₂	

continued

Week/Date 1989	Theory 1 hr/wk	Skill Demonstration 1 hr/wk	Skill Practise 1 hr/wk
9	problems of respiratory system continued	suctioning	
	Test #2	1. TPR 2. blood pressure 3. handwashing, gowning	
10	problems of elimination bowel	enemas - SSE suppositories disimpaction	
11	problems of elimination excretory system	collection of specimen, offering bed pan, urinal applying texas catheter	
12	Death & Dying	feeding tube feeding	
	Test #3	1. Postural drainage 2. Suctioning	

UNIT II

CLEANLINESS AND SKIN CARE

OBJECTIVES

LEARNING RESOURCES

1. Define the following terms:
AM care, antiperspirant, aspiration, bedsore,
decubitus ulcer, deodorant, Hs care, morning care,
oral hygiene, pericare, preineal care, pressure
sore.
2. Explain the importance of cleanliness and skin
care. Read and make brief
notes following
objective p.179-219
3. Describe the routine care performed for patients
before and after breakfast, after lunch and
in the evenings.
4. Explain the importance of oral hygiene and list
the observations to report to the nurse (supervisor)
about oral hygiene.
5. Describe the general rules related to bathing patients
and the observations you should make when bathing
a patient. View Video
6. Identify the safety precautions for patients taking
tub baths or showers.
7. Identify the purpose of a back massage.
8. Identify the purpose of perineal care.
9. Explain the importance of hair care and shaving.
10. Explain the importance of nail care and foot care.
11. Identify the signs, symptoms and causes of decubiti.
12. Identify the pressure points of the body in the prone,
supine, lateral, Fowlers and sitting positions.
13. Describe how to prevent decubitis ulcers.
14. Explain the importance of maintaining individuals
independence in ADL. See handout

DSW 107

UNIT III

SAFETY IN THE HOME AND HEALTH CARE FACILITY

OBJECTIVES

LEARNING RESOURCES

1. Define the following terms:

hemaplegia, paraplegia,
quadraplegia, suffocation.

2. Explain seven reasons why people may be unable to protect themselves.

3. Identify necessary safety precautions when caring for infants and children.

4. Identify the common safety hazards in health care facilities.

Do so for institution you are in now

5. Identify the safety measures that prevent accidents in the home.

Check your home for these safety measures

6. Explain why a patient should be identified before receiving care and how to accurately identify a patient.

How do you identify clients in your placement

7. Describe the safety measures that prevent falls in health care facilities.

Check your institution for these measures

8. Identify the common equipment-related accidents and how they can be prevented.

9. Identify the accidents and errors that need to be reported.

Read and make brief notes p. 110-113

10. Describe the safety measures related to fire prevention and the use of O₂.

11. Know what to do if there is a fire and how to use a fire extinguisher.

DSW 107

UNIT III

REHABILITATION & SAFETY

OBJECTIVES

LEARNING RESOURCES

- | | |
|--|--|
| 1. Define the following terms activities of daily living, prosthesis, rehabilitation, suppository, abduction, adduction, atrophy contracture, dorsiflexion, extension rotation flexion, foot drop, hyperextension, internal rotation, plantar flexion, pronation, range-of-motion, supination. | Read and make brief notes p. 392 handout |
| 2. Describe rehabilitation in terms of the whole person. | Attend lecture |
| 3. Describe bed rest. | |
| 4. Identify the complications of bed rest. | p. 310-314 |
| 5. Explain how to prevent muscle atrophy and contractures. | |
| 6. List the uses of a trapeze. | |
| 7. Identify the complications that need to be prevented for successful rehabilitation. | |
| 8. Describe bowel training. | View F.S. Bowel and Bladder training |
| 9. Identify ways to help disabled individuals perform activities of daily living. | |
| 10. Identify the psychological reactions a disabled person may experience during rehabilitation. | |
| 11. Describe the effects of a disability on a person's job status and how rehabilitation can help. | |
| 12. Describe the responsibilities of a DSW in rehabilitation. | |

DSW 107

UNIT IV

FOODS AND FLUIDS

OBJECTIVES

LEARNING RESOURCES

1. Define the following terms: anorexia, calorie, dehydration, dysphagia, edema, gavage, graduate, nutrient nutrition.
2. Identify the foods found in the four basic food groups.
3. Explain the importance of protein carbohydrates and fats in the diet.
4. Describe the functions of vitamins and minerals.
5. Identify the dietary sources of vitamins and minerals.
6. Describe six factors that affect eating and nutrition.
7. Describe the special diets.
8. Describe normal adult fluid requirements and the common causes of dehydration.
9. Explain the responsibilities of DSW's when forced fluids, restricted fluids or NPO are ordered.
10. Explain the purpose of intake and output.
11. Identify the foods that are counted as fluid intake.
12. Describe between meal nourishment.
13. Explain how to measure intake & output.
14. Explain importance of providing fresh drinking water.

Make brief notes on following objectives

See handout Measuring Intake and Output

DSW 107

UNIT V

PROBLEMS AFFECTING EARS AND EYES

OBJECTIVES

1. Define the following terms: myopia, hyperopia, astigmatism, presbyopia strabismiss, conjunctivitis, cerumen, acute otitis media, otosclerosis.
2. Identify how acute eye disease can be diagnosed.
3. Identify what to teach the public to prevent eye problems.
4. List seven danger signals indicating the need to see a doctor.
5. Identify when eyes should be routinely examined.
6. Describe how one can protect ones vision and hearing.
7. Describe daily care of ones eyes and ears.
8. List disorders of the ears.

LEARNING RESOURCES

Read and make brief notes from handout "Problems Affecting Eyes and Ears"

DSW 107

UNIT V

HOW TO CARE FOR A CLIENT WITH A FEVER

OBJECTIVES

1. Define the following terms: pyrexia, hyperpyrexia, hypothermia, fever, shivering, febrile convulsion, antipyretic, hypothalamus, tepid sponge bath.
2. Identify the highest temperature at which a person can survive, the ceiling temperature.
3. Identify symptoms during the onset of a fever; during the course of a fever.
4. Describe ways to control a fever.
5. Explain how a tepid bath decreases a fever.
6. Explain why an antipyretic is given one hour before a tepid sponge bath.
7. List where a tepid sponge bath can be given.
8. Identify temperature of water for tepid sponge bath and why it is gradually cooled.
9. Explain where towels are placed during crib or bed tepid sponge bath.
10. Explain when to change towels.
11. Explain length of time to continue bath.

LEARNING RESOURCES

Read and make brief notes following objectives. See handout "How to Care for a Client with a Fever"

DSW 107

UNIT V

BODY MECHANICS

OBJECTIVES

1. Define the following terms: base of support, body alignment, body mechanics, dorsal recumbent position, fowlers position, friction, lateral position, log rolling, posture sidelying position, sims' position, supine position, transfer belt.
2. Explain the purpose and rules of using good body mechanics.
3. Identify comfort and safety measures for lifting, turning, and moving patients in bed.
4. Explain the purpose of a transfer belt.
5. Identify the comfort and safety measures for using a stretcher to transport a patient.
6. Explain why good body alignment and position changes are important for the patient confined to bed.
7. Identify the comfort and safety measures for positioning patients in bed.
8. Position patients in each of the five basic positions in a chair.

LEARNING RESOURCES

Read and make brief notes from text p. 123-151.

PREVENTING INFECTION - COMMUNICABLE DISEASES

OBJECTIVES

LEARNING RESOURCES

1. Define the following terms:
asepsis, autoclave, carrier
clean technique, contamination
disinfection, germs host, infection
medical asepsis, microbe, micro-
organism, nonpathogen, normal flora,
pathogen, reservoir, spore, sterile,
sterilization.

2. Explain the difference between
nonpathogens, and pathogens.

3. Identify six requirements needed by
microorganisms to live and grow.

4. Identify the signs and symptoms of an
infection.

5. Describe the six factors necessary
for an infection to develop.

6. Explain the difference between
medical asepsis, disinfection and
sterilization.

7. Describe common practice of
medical asepsis and two methods of
disinfection.

8. Know the rules of handwashing

9. Explain why reusable equipment is
cleaned prior to disinfection or
sterilization.

10. Describe seven practices of medical
asepsis.

11. Explain the purpose of isolation
and its effects on the patient.

Read and make brief
notes following
objectives page
115-121. Attend
lecture

Attend demonstration

Read p. 362-372

continued ...

UNIT VI

PREVENTING INFECTION - COMMUNICABLE DISEASES

OBJECTIVES

LEARNING RESOURCES

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|---|--|
| 12. Describe seven types of isolation and the general rules for maintaining isolation. | |
| 13. Name 5 communicable diseases that can be prevented by immunization. | Refer to handout "communicable diseases" |
| 14. Site the major dangers associated with German Measels. | |
| 15. Identify the signs and symptoms of the following communicable diseases: rubella, rubeola, roseola, impetigo, scarlet fever, scabies, chicken pox, pediculosis, mumps. | |
| 16. Describe interventions for above communicable diseases. | |

DSW 107

UNIT VI

SEXUALITY

OBJECTIVES

17. Define the following terms: bisexual, heterosexual, homosexual, impotence, menopause, sex, sexuality, transsexual, tranvestite.
18. List the reasons why clients may become sexually aggressive.
19. Identify the ways in which you can deal with a sexually aggressive client.
20. Explain how sexually transmitted diseases are spread.
21. Describe the common sexually transmitted diseases.

LEARNING RESOURCES

Read and make brief notes on following objectives

Attend lecture

DSW 107

UNIT VII

PROBLEMS AFFECTING THE CARDIOVASCULAR SYSTEM

OBJECTIVES

LEARNING RESOURCES

1. Define: coronary occlusion, myocardial infarction, angina pectoris, congestive heart failure, endocarditis, hypertension, arteriosclerosis, thrombophlebitis, aneurysm, hemophilia.
2. Identify seven symptoms of heart problems. Read handout "problems affecting Cardiovascular System."
3. State measures to prevent heart problems.
4. Identify the signs, symptoms, complications and treatment of hypertension.
5. Explain ways to live after a coronary occlusion (heart attack).
6. Describe symptoms, treatment, and care for a patient suffering from a myocardial infarction, angina pectoris. Read and make brief notes from text and handout.
7. Describe cerebral vascular accident its signs and symptoms and required care. p. 417 of text
8. Discuss two types of blood disorders anemia, hemophilia. Handout "problems cardiovascular
9. Describe cerebral vascular accident, its signs and symptoms and required care.
10. Identify the signs, symptoms complications and treatment of hypertension.

DSW 107

UNIT VII

MEASUREMENT OF VITAL SIGNS

OBJECTIVES

1. Define the following terms:
apical, radial pulse, blood pressure, body temperature, diastole, diastolic pressure, hypertension, hypotension, pulse, pulse deficit, pulse rate, respiration, sphygmomanometer, stethoscope, systole, systolic pressure, vital signs.
2. Explain why vital signs are measured and ten factors that can affect vital signs.
3. Identify the normal range of oral, rectal and axillary temperatures.
4. Identify the sites for taking a pulse, ranges. List the normal pulse ranges of different age groups.
5. Describe normal respirations.
6. Know the normal ranges for adult blood pressures.
7. Describe the differences between mercury and aneroid sphygmomanometer.
8. Describe the practises that you should follow when measuring blood pressure.

LEARNING RESOURCES

Read and make brief notes. p. 278

View FS

UNIT VIII & IX

COMMON PROBLEMS AFFECTING THE RESPIRATORY SYSTEM

OBJECTIVES

LEARNING RESOURCES

- | | |
|---|--|
| <ol style="list-style-type: none">1. Define the following terms: rhinitis, laryngitis, croup, pharyngitis, tonsillitis, sinusitis, epistaxis, bronchitis, pneumonia, suctioning, postural drainage, allergies, antibody, allergen, allergic reaction, antihistamine asthma2. Explain the signs and symptoms of the following respiratory problems: common cold, laryngitis, croup, pharyngitis, tonsillitis, sinusitis, epistaxis, bronchitis, pneumonia, asthma, allergies.3. Describe interventions to assist with above problems.4. Explain the need for suctioning a person. | <p>Make brief notes following objectives from hand out. "Common Problems Affecting Respiratory Problems"</p> <p>Attend lecture</p> |
|---|--|

PROBLEMS OF THE EXCRETORY SYSTEM

OBJECTIVES

LEARNING RESOURCES

1. Define the following terms:

acetone, catheter, catheterization, diabetes mellitus, dysuria, foley catheter, fracture pan, glucosurin, indwelling catheter, ketone body, micturation retention catheter, urinary incontinence, urination, voiding, neurogenic bladder, retention, suppression, onuria

Make brief notes from text pages pgs. 221-240

2. Identify the characteristics of normal urine.
3. Identify the usual times for urination.
4. Describe the general rules for maintaining normal urinary elimination.
5. List the observations to be made about urine.
6. Explain why catheters are used.
7. Describe the rules for caring for a patient with a catheter and give catheter care.
8. Describe two methods of bladder training.
9. Describe the general rules for collecting urine specimens.
10. Define the following terms:
cystitis, urethritis, pyelonephritis
11. Discuss ways to help a person with a neurogenic bladder.
12. List causes of retention.
13. Discuss ways to help a person with retention.

See handout

continued ...

UNIT XI

PROBLEMS OF THE EXCRETORY SYSTEM

OBJECTIVES

LEARNING RESOURCES

14. Discuss ways to help with incontinence.
15. List causes of suppression and anuria.
16. List other signs of suppression.
17. Describe what causes urinary tract infections (U.T.I.)
18. Discuss why women are more prone to U.T.I.
19. What parts of the urinary system can be affected. State medical names.
20. Discuss the causes of cystitis.
21. Discuss the symptoms of cystitis.
22. Discuss how to help a person with cystitis.

DSW 107

UNIT XII

THE DYING PATIENT

OBJECTIVES

1. Define the following terms: post mortem, reincarnation, rigor mortis, terminal illness.
2. Describe terminal illness.
3. Identify two psychological forces that influence living and dying.
4. Explain how religion influences attitudes about death.
5. Describe the beliefs about death held by the different age groups.
6. Describe the five stages of dying.
7. Describe how the dying patients psychological, social and spiritual needs can be met.
8. Explain how you can help meet the physical needs of the dying patient.
9. Describe the needs of the family during the dying process.
10. Describe hospice care.
11. Identify the signs of approaching death and signs of death.

LEARNING RESOURCES

Read and make brief notes following performance objectives

Use text and handout p. 467-476

Attend lecture

View film "National film board"

HEALTH MAINTENANCE SKILLS

DEVELOPMENTAL SERVICE WORKERS

The following objectives are for the skills you will be learning during this semester. Each week is called a unit, therefore, each week you will learn the skills listed under that unit. Unit 1 is your first week. Unit 2 is your second week.

Also included is a study guide to help you when studying for the written tests on skills.

STUDY GUIDE FOR SKILLS

When studying skills for written test know the following:

1. General Principles: safety (client & nurse), cleanliness, prevention of spreading infection, body mechanics (client & nurse).
2. Materials needed.
3. Recognize importance of washing your hands.
4. Know when to wash your hands in the procedure.
5. Recognize importance of identifying your client before doing a procedure for them.
6. How to organize your environment before starting the procedure - curtains, bed, chairs, etc.
7. Where client should be placed for procedure.
8. How to drape client to maintain dignity and privacy.
9. Actual steps of procedure.
10. How to leave client and environment at conclusion of procedure.
11. Information to chart or report at end of procedure.