## National Institute of Social Defence (NISD) Ministry of Social Justice and Empowerement **Government of India**

#### STANDARD GUIDELINES FOR THREE MONTHS CERTIFICATE COURSE ON GERIATRIC **CAREGIVERS**

#### 1. **BACKGROUND:**

With the changing employment trends there is breaking away of the joint family system and the changing lifestyle children are not able to take good care of their aged parents. As both, husband and wife have to go out for work; they need the help of committed and trained caregivers for bedside assistance for their dear ones. As such there is a demand for professional caregivers. Caregiver being a specialized service, the caregiver needs to be well educated and trained in elder care.

The three month training course for the geriatric caregivers has a multi-disciplinary approach which provides the learners with a range of skills to perform their duties efficiently. In the very beginning the training course throws light on the development of caregiving as a profession and its benefits and challenges. This helps the trainees to prepare for their future course of action. In addition to this a small section in the course is devoted to the constitutional provisions, legislations and schemes for the elderly which ensures that the caregiver is aware of the legal rights of the senior citizens and her own obligations to the elderly.

A Certificate Course on Geriatric Caregiver has an emphasis on physical care as well as the mental care of the elderly which includes activities of daily living as well as handling bed sores, wounds and giving first aid, counselling, Dementia care management, etc., Basic training to physiotherapy, massage and yoga will also be provided to the caregiver through Hospital exposure.

#### 2. **OBJECTIVES:**

लमाज रक्षा संश्ल To facilitate Skill Development Training on Geriatric Caregivers in broad conformance to the Common Norms to meet the growing demand of elderly care in the Non-Institutional and Institutional settings through Govt. The main objective of the course is to create a cadre of professional caregiver to provide bed care assistance, palliative care services, emergency and crisis management etc.

#### 3. **DURATION OF COURSE:**

(i) Minimum 420 hours including theory, practical and soft skill.

Theory*	Practical	Field Exposure**	Soft skills / Communication	Assessments (weekly / monthly / final)	Total
120 hours	120 hours	120 hours	40 hours	20 hours	420 hours

Including three orientation field visits – Elderly home/hospital/Care centers (Dementia/physiotherapy/yoga/etc.)

\*\* Field exposure / On Job Training: 30 days at hospital/reputed care homes - posting in wards to Handel patients under supervision.

#### 4. **COURSE CURRICULUM:**

The course curriculum includes:

- 1) Geriatric / Elderly Care- Introduction
- 2) Body system, functions and related problems in Elderly
- 3) Mental health issues/concerns in Elderly
- 4) Communication, Empathy & Companionship
- 5) Infection and control
- 6) Nutrition
- 7) Positions, comfort devices and assistive devices
- 8) Caring procedures

Topics have both theory and practical exposure classes.

#### 5. **ELIGIBILITY:**

#### For selection of students

Training may be provided to the target group as under:

- 1) Minimum qualification of 10<sup>th</sup> pass. Exception to be made to an extent of 10 % (2 students in a batch of 25) for deserving candidates who have educational gualification of 8<sup>th</sup> pass.
- Minimum age limit with 18 years (in completed years).
- 4) Should not be indulged in any substance abuse. F SOCIA
  5) Should have documentary area.
- 6) Police verification (optional)
- 7) Should have a valid education proof.

#### 6. **ELIGIBILITY OF TRAINING INSTITUTE:-**

6.1 The Skill Development will be carried out through following categories of institutes, councils and training partners following the National Skill Qualification Framework (NSQF) and complying to the Common Norms.

- a. The Institute under the aegis of Central Government & State Government.
- b. RRTCs, Training Institutes, Non-Governmental Organizations working in the field of Elderly Care, credible Private Training Partners, having well past track record for the past 2 years and having sufficient infrastructure and skill lab (including all related equipments for procedures mentioned in

Annex 1). Preference will be given to institutions that are registered with National Skill Development Corporation (NSDC) and/or Sector Skill Councils (SSCs).

6.2 The award of training to above categories of institutes/ training partners will be made based on proposals received from them which will normally be by way of request for proposals issued by the NISD.

#### 7. ELIGIBILITY OF MASTER TRAINER

#### - The trainer should be

- 7.1. GNM with three years of experience
- 7.2. BSc (Nursing) with 1 year of experience

Trainers with teaching experience in the field of Geriatric care will be preferred.

7.3. Guest faculty should be qualified/certified enough to take the respective session – e.g. If training partner calls a guest faculty for taking session on Physiotherapy, then the guest faculty should be a senior physiotherapist.

#### 8. COMMENCEMENT OF TRAINING PROGRAMME:

- 8.1 After receiving of proposal from the training institutions, authorized representatives of NISD will visit the training centre to access the suitability of conducting the training with proper lab and infrastructure and submit a report to Competent Authority for approval.
- 8.2 The training institute/RRTCs will initially submit list of eligible mobilized candidates for proposed training programme.
- 8.3 The Training Institutes/RRTCs need to accept the terms & conditions of Letter of Intent (LOI) issued by NISD. The receipt of Letter of Intent signed by Training Providers will construe as the sanction which will be valid for ongoing financial year only.
- 8.3 The programme should commence within one month from date of release of first instalment of sanctioned amount which will be released proportionately for the numbers of selected trainees.

#### 9. THIRD PARTY CERTIFICATION & ASSESSMENT

# At least 15 days prior to assessment, the training partner should intimate NISD about the date of assessment.

9.1. To ensure independent and unbiased assessment and certification of trained candidates, the Training Institute will be required to arrange for assessment and certification as per Govt. guidelines. Accordingly the NISD funds will be released for the successful trainees only.

- 9.2. Assessment charges will be paid, subject to availability of funds, only if
  - (a) The Training programme under NISD scheme is completed within 5 months of sanction of training programmes during financial year.
  - (b) NISD will bear the cost of assessment charges of the training conducted for fresh training only. A one-time fee of Rs.1200/- per trainees (maximum) will be paid for fresh assessments only. Reassessment charges, if incurred by Training Partner, will not be reimbursed by NISD.
  - (c) The following organizations/individuals can conduct the final assessment
    - c.1 Assessment agencies affiliated to SSCs or

c.2 – Individuals with credible track record – e.g. Nursing supervisor from reputed hospitals, Nurses of Government hospitals with at least 2 years of experience in the field of Geriatric care or

- c.3 NISD representatives, on request, as evaluators for the final assessment.
- (d) NISD reserves the right to visit any training institution during assessment as an independent observer.
- 9.3. The assessment charges will be released on submission of the following documents:
  - (a) For Training agencies who are affiliated to SSC, an advance notice to NISD to be submitted by the Training agency so that the amount can be debited directly to the respective SSC.
  - (b) For third party evaluator/assessor- Bills/vouchers/receipts of conducting the assessment for the training partner to be submitted along with the final report of the training program.
- 9.4. The format for final assessment will be given by NISD along with the MoU being signed with the training partner

#### 10. ELIGIBILITY OF TRAINEES TO APPEAR FOR FINAL ASSESSMENT

- 10.1. The trainee should have minimum 80% attendance in overall course Theory, practical & internship/OJT
- 10.2. Should have passed all weekly assessments
- 10.3. Should not have any disciplinary remarks during the course and during field visit/On Job Training.

#### 11. PROCEDURE FOR SELECTION OF TRAINEES BY TRAINING PROVIDERS

- 11.1. The training partner should inform the competent authority of NISD at least 5 days prior to selection of candidates by the training partners. NISD Senior Citizens Division representatives reserve the right to visit the proceedings at the given venue, date and time.
- 11.2 The list of final candidates should be submitted to NISD after the selection process is over.

#### 12. CERTIFICATION

All candidates completing the course (as per the above-mentioned criteria in point no. 10) will be eligible for NISD certification.

#### 13. MONITORING & TRACKING

- 13.1. Training partners to submit Progress reports to NISD as per point no. 08
- 13.2. Surprise visits for checking records, lab equipment, etc. will be done by NISD representatives during the course of the program.
- 13.3. Training partner to maintain brief profile of resource persons and trainers.
- 13.4 Training partner to track placements for at least one month after the completion of the course and report to NISD.

#### 14. RELEASE OF FINANCIAL ASSISTANCE

The sanctioned amount of Training Cost will be released in

SI. No.	Milestone	Fund release percentage	Documents to be submitted to NISD
1	Advance payment	30%	1) Approval of training centre by NISD
		(1 <sup>st</sup> instalment)	2) On submission of list mobilized candidates
2	End of assessment	50%	Submission of batch report consisting of :
		(2 <sup>nd</sup> instalment)	<ol> <li>Activities conducted in the batch</li> </ol>
		さん	2) Programme schedule
		Va, YET	<ol> <li>Attendance details of students</li> </ol>
		INO	<ol> <li>Assessment details (weekly/monthly)</li> </ol>
		NAL INSTITUT	5) - Internship report
			<ol><li>Final assessment report and</li></ol>
			<ol><li>Pictures of students doing activities.</li></ol>
			8) Old Age Home visits.
3	On placement	20%	Payment to be made on pro-rate and on the basis of
		(3 <sup>rd</sup> /final	given schedule.
		instalment)	1) 50% - 65% students placed – 50% amount (of
			the final 20%)
			2) 66%- 79% students placed – 75% amount (of
			the final 20%)
			3) >80% students placed – 100% amount.

#### 15. REFUND / ADJUSTMENTS:

- (i) In case of no. of trainees successfully completing the training is lesser than the no. of trainees for which sanction was accorded and funds released, then the amount proportionate in respect of such lesser number would be adjusted in the release of final instalment.
- (ii) NISD reserves the right to withhold the payment of the balance amount and wherever deemed appropriate and demand refund of the first instalment with Bank interest, if the Training Institute found to have misled NISD by submitting incorrect information or deliberately suppressing relevant information. NISD may consider blacklisting such Training Providers and informing the funding agencies of Central Govt. / State Govt.

#### 16. INSPECTION

Representative of NISD shall have the right to inspect the all non-financial documents (attendance, activity book, assessment papers, etc.) related to the project sanctioned by NISD and interaction with the trainees as well as with the trainer and officials of Training Institute/TPs at any point in time during the project period. NISD may also interact telephonically or Skype/Video Conferencing with the trainees before, during and after the training to assess the quality and status of the training programme/trainees.



#### Annex – 1

Sl. No         Equipment         Quantity           1         Hospital bed         1           2         Bed sheet         2           3         Blanket         1           4         Pillow         1           5         Pillow case         2           6         Cardiac table         1           7         IV stand         1           8         Wheelchair         1           9         Stretcher +walker         1           10         Basin (steel) big + medium + small         3           11         Bed pan         1           12         Urinal pot         1           13         Artery forcep         1           14         Big + medium + small tray         24/24/2           15         Small bowl         2           16         Kidney tray (small)         2           17         Jug         2           18         Tongue depressor         2           19         Bucket         1           20         Thermometer (clinical + digital)         1 + 1           21         Stethoscope         2           22         BP aparatus (manual + digital)<
2       Bed sheet       2         3       Blanket       1         4       Pillow       1         5       Pillow case       2         6       Cardiac table       1         7       IV stand       1         8       Wheelchair       1         9       Stretcher +walker       1+1         10       Basin (steel) big + medium + small       3         11       Bed pan       1         12       Urinal pot       1         13       Artery forcep       1         14       Big + medium + small tray       2+2+2         15       Small bowl       2         16       Kidney tray (small)       2         17       Jug       2         18       Tongue depressor       2         19       Bucket       1         20       Thermometer (clinical + digital)       1 + 1         21       Stethoscope       2         22       BP apparatus (manual + digital)       2 + 1         23       Uro bag       1         24       Steel Drum ( small)       2         25       Mug       1         26
3       Blanket       1         4       Pillow       1         5       Pillow case       2         6       Cardiac table       1         7       IV stand       1         8       Wheelchair       1         9       Stretcher +walker       1+1         10       Basin (steel) big + medium + small       3         11       Bed pan       1         12       Urinal pot       1         13       Artery forcep       1         14       Big + medium + small tray       2+2+2         15       Small bowl       2         16       Kidney tray (small)       2         17       Jug       2         18       Tongue depressor       2         19       Bucket       1         20       Thermometer (clinical + digital)       1 + 1         21       Stethoscope       2         22       BP apparatus (manual + digital)       2 + 1         23       Uro bag       1         24       Steel Drum ( small)       2         25       Mug       1         26       Glucometer with strips and lancet       1 </td
4       Pillow       1         5       Pillow case       2         6       Cardiac table       1         7       IV stand       1         8       Wheelchair       1         9       Stretcher +walker       1+1         10       Basin (steel) big + medium + small       3         11       Bed pan       1         12       Urinal pot       1         13       Artery forcep       1         14       Big + medium + small tray       2+2+2         15       Small bowl       2         16       Kidney tray (small)       2         17       Jug       2         18       Tongue depressor       2         19       Bucket       1         20       Thermometer (clinical + digital)       1 + 1         21       Stethoscope       2         22       BP apparatus (manual + digital)       2 + 1         23       Uro bag       1         24       Steel Drum ( small)       2         25       Mug       1         26       Glucometer with strips and lancet       1         27       Goggles + gown       1+1 </td
5       Pillow case       2         6       Cardiac table       1         7       IV stand       1         8       Wheelchair       1         9       Stretcher +walker       1+1         10       Basin (steel) big + medium + small       3         11       Bed pan       1         12       Urinal pot       1         13       Artery forcep       1         14       Big + medium + small tray       2+2+2         15       Small bowl       2         16       Kidney tray (small)       2         17       Jug       2         18       Tongue depressor       2         19       Bucket       1         20       Thermometer (clinical + digital)       1 + 1         21       Stethoscope       2         22       BP apparatus (manual + digital)       2 + 1         23       Uro bag       1         24       Steel Drum ( small)       2         25       Mug       1         26       Glucometer with strips and lancet       1         27       Goggles + gown       1+1         28       Towel (big + small)
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29Dustbin color codeda. Blue bin1b. Yellow bin1c. Red bin1
a. Blue bin1b. Yellow bin1c. Red bin1
b. Yellow bin1c. Red bin1
c. Red bin 1
d. Green bin
e. Black bin 1
30 Nebulizer 1

31	Venflon	1	
32	Ryle's tube + Foley's catheter	1+1+1	
33	Mannequin	1	
	Consumables ( on going expenditure)		
34	Syringe any size (50 ml), insulin syringe	1+1	
35	Gloves (surgical) disposable	1+1	
36	Mask	2	
37	Head cap	2	
38	Mackintosh	2	
39	Shoe cover	2	
40	Dettol solution (100 ml)	1	
41	Dettol hand wash	1	
42	Alcohol hand rub	1	
43	Toothbrush +toothpaste + mouthwash	1+1	
44	Soap + soap case + shampoo (15 <mark>ml)</mark> + powder	1+1+1	
45	Hair oil (15 ml)		
46	Vaseline		
47	Sponge cloth (mitten)	1	-
48	Betadine solution	1	
49	Micropore	1	
50	Normal saline solution (100 ml)	2	
51	Register		
52	First aid box	1	
53	Sterile steel strays	/ 4	
54	Water bag (hot & cold compress)	1	E 4
55	Spirit 72	1. 9	
56	Oxygen cylinder with trolley		e Contra
57	Suction machine	द्वी 1 <u> </u>	
58	Diaper	en2	
59	Feeding cup	1	
60	Bed side locker	1	
61	Foot stool	1	
62	Weighing machine	1	
63	Inch tap	1	

#### **CRITERIA FOR EXTERNAL EXAMINATION**

**Objective:** To assess the knowledge, skill and attitude levels of students who have pursued Geriatric Aid course and certify them as "Geriatric Caregivers".

EXTERNAL examination is the process of evaluating the performance of students by an examiner who has not taught the batch. The external examiner will evaluate the student's skills, knowledge & attitude based on the training conducted. In-order to get the desired outcomes set by the training program, the examiner must follow certain criteria that have been set up by the standards of an organization.

The students must be judged based on their capacity to perform work efficiently. Students belong from an economically weaker section of the society with average or poor academic performance (≥ 10<sup>th</sup> pass).

Examiner will be provided with a 'performance assessment format' (attached) to evaluate the skills & knowledge performance of students. Apart from skill & knowledge, external examiner should be able to identify the following additional qualities for Grace Marks.

#### Practical assessment format refer to Annexure 3

#### Additional qualities of students for grace marking:

The student must be able to fulfil the below mention qualities to obtain GRACE MARKS.

- 1) Able to identify key points or important points. E.g.; student maintained the comfort of the patient throughout the patient care.
- 2) Must be aware of the output of the care provided to the patient. The personality DEFENSE
- 3) Must be active, smart/confident.
- 4) Good domain knowledge.
- 5) Able to communicate clearly and has a pleasant personality

#### PRACTICAL ASSESSMENT FORMAT

#### **Skills Examination Geriatric Caregivers**

Name of a caregiver:

Total marks: 100

Practical task assigned:

Marks Obtained:

•		Marks allotted			Marks obtained	
SI. No	Criteria	Out of	Viva	Skill & Practical	Viva	Skill & Practical
1	Introduction of topic	5	0	5		
2	Explanation of procedure to the patient	5	0	5		
3 Promptly respond to patient's need			0	2		
4	Collection of articles	10	5	5		
5	Ensure patient's privacy all the time	5	2	3		
6	Hand washing to prevent cross contamination	10	4	6		
7	Use of equipment correctly to prevent discomfort	10	0	10		
I	and injury / knows the purpose of equipment's			7		
8	Steps of procedure	30	10	20		
9	Documentation (Record & Report)	6	3	3		
10	maintain IPR with patient	2	0	2		
11	Identification (refer to ANNEXURE 6.1)	15	6	9		
	Grand Total	100	30	70		
Nam	ature of Examiner: ne: anisation / Institute:	रक्षा )F SO	AL S	EFER ST		

#### **IDENTIFICATION**

#### **INSTRUCTION:**

- 1. Student will attend each station and complete the task at the allotted time.
- 2. 5 minutes for each station.
- 3. Explanation for each station:
  - Station 1: colour coded bins are kept in a line. The waste material will be available on a table. The students have to dispose the waste material according to BIO-MEDICAL WASTE management policy.
  - Station 2: General instruments will be kept on the table. Student has to identify the instrument and its function.
  - Station 3: Personal Protection Equipment will be kept on the table. Students have to select two PPE. Student must show how to wear the selected PPE.

Time	Marks	STATION 1	STATION 2	STATION 3
5 minutes	5 marks	BMW-	Instrument –	PPE –
(each station)	(each station)	correct disposal of	correct identification	correct method to
		wastes		wear it
Total marks: 15		Marks obtained:	Marks obtained:	Marks obtained:



# MODULE FRAMEWORK

#### FOR

#### THREE MONTHS CERTIFICATE COURSE ON GERIATRIC CAREGIVERS.

## Chapter -1: Geriatric/Elderly Care

- 1.1 Introduction to the Chapter
- 1.2 Objectives/Key learning outcomes
- 1.3.0 Content
  - 1.3.1 Definition of Elderly
  - 1.3.2 Elderly Care a growing challenge
  - 1.3.3 Ageing and Ageing process
  - 1.3.4 Changes in Elderly
  - 1.3.5 Rights of Elderly (Constitutional Rights)
    - (1.3.5a) Who is an Elderly caregiver?
    - (1.3.5b) What is caregiving?
  - 1.3.6 Characteristics/traits/qualities of caregivers
  - 1.3.7 Roles & responsibilities of caregivers
  - 1.3.8 Scope/Job opportunities
  - 1.3.9 Code of conduct
- 1.4.0 Teaching Learning Methods
- 1.5.0 Summary
- 1.6.0 Exercises

# Chapter -2: Body System, functions & related problems in Elderly

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- 2.1.0 Introduction to the Chapter
- 2.2.0 Objectives/Key learning outcomes
- 2.3.0 Human Body System
  - 2.3.1 Hearts & Circulation and Diseases related to Circulatory System-
    - 2.3.1.1 Heart Attack,
    - 2.3.1.2 Hypertension
    - 2.3.1.3 Hypotension
  - 2.3.2 Respiration/Breathing-
    - 2.3.2.1 Asthma
    - 2.3.2.2 Pneumonia
    - 2.3.3.3 COPD
  - 2.3.3 Excretion
    - 2.3.3.1 Urinary Incontinence
    - 2.3.3.2 Urinary Tract Infection
  - 2.3.4 Sensory Organs -

- 2.3.4.1 Low Vision
- 2.3.4.2 Hearing Loss
- 2.3.4.3 Allergy
- 2.3.4.4 Injury
- 2.3.4.5 Taste Buds
- 2.3.5 Muscles & Bones -
  - 2.3.5.1 Joint Pain
  - 2.3.5.2 Fracture
  - 2.3.5.3 Weakness
  - 2.3.5.4 Muscle Pain
- 2.3.6 Digestion -
  - 2.3.6.1 Acidity
  - 2.3.6.2 Constipation
  - 2.3.6.3 Diarrhoea
- 2.3.7 Brain & Nerves -
  - 2.3.7.1 Cerebro Vascular Accident
- 2.3.8 Endocrine -
  - 2.3.8.1 Diabetes
  - 2.3.8.2 Prostrate in males
- 2.3.9 Hormonal Imbalance -
  - 2.3.9.1 Males
  - 2.3.9.2 Females
- 2.4.0 Teaching Learning Methods
- 2.5.0 Summary
- 2.6.0 Exercise

# Chapter -3: Mental Health Issues/Concerns in Elderly

- 3.1.0 Introduction to the Chapter
- 3.2.0 Objectives/Key learning outcomes
- 3.3.0 Content
  - 3.3.1 Dementia
  - 3.3.2 Alzheimer's Disease
  - 3.3.3 Stress related disorders
  - 3.3.4 Parkinson's Disease
  - 3.3.5 Sleep disorders
  - 3.3.6 Depression/worthlessness
- 3.4.0 Teaching Learning Methods
- 3.5.0 Summary
- 3.6.0 Exercise

#### Chapter - 4: Communication, Empathy & Companionship.

- 4.1 Introduction to the Chapter
- 4.2 Objectives/Key Learning outcome
- 4.3 Content
  - 4.3 a Communication
  - 4.3 b Types of communication
  - 4.3 c Communication Process
  - 4.3 d Essentials of Good Communication
  - 4.3 e Interpersonal Relationship
  - 4.3 f Meaning of Empathy
  - 4.3 g Empathy and Companionship in managing loneliness in elderly person.
  - 4.3 h The characteristics of caregiver for the elderly
    - a. Patience
    - b. Sensitivity
    - c. Dependability
    - d. Emotional stability
    - e. Service orientation
    - f. dedication
  - 4.4 Teaching Learning Methods
  - 4.5 Summary
  - 4.6 Exercise

# Chapter -5: Infection & Control

- 5.1.0 Introduction to the Chapter
- 5.2.0 Objectives/Key learning outcomes
- 5.3.0 Content
  - 5.3.1 Meaning of Infection
  - 5.3.2 Causes of infection
  - 5.3.3 Cycle of infection
  - 5.3.4 Hand hygiene
  - 5.3.5 Personal Protective Equipment (PPE)
    - 5.3.5 A )Gloves
      - 5.3.5 B) Gowns
      - 5.3.5 C)Face masks
  - 5.3.6 Bio-Medical Waste Management
  - 5.3.7 Occupational Hazards
  - 5.3.8 Patient Care equipments and supplies
  - 5.3.9 Environmental Control
- 5.4.0 Teaching Learning Methods
- 5.5.0 Summary
- 5.6.0 Exercise

#### Chapter - 6: Nutrition

- 6.1.0 Introduction to the Chapter
- 6.2.0 Objectives/Key learning outcomes
- 6.3.0 Content
  - 6.3.1 Sources of Nutrition
  - 6.3.2 Diet Pyramid for elderly
  - 6.3.3 Principles for selection of diet
  - 6.3.4 Factor affecting appetite
  - 6.3.5 Types of diet
  - 6.3.6 Diet for certain diseases
- 6.4.0 Teaching Learning Methods
- 6.5.0 Summary
- 6.6.0 Exercises

#### Chapter - 7: Positions, Comfort Devices & Assistive Devices

- 7.1.0 Introduction to the Chapter
- 7.2.0 Objectives/Key learning outcomes
- 7.3.0 Content
  - 7.3.1 Positions
  - 7.3.2 Comfort devices
  - 7.3.3 Measures to ensure comfort to a patient
  - 7.3.4 Assistive devices
- 7.4.0 Teaching Learning Methods
- 7.5.0 Summary
- 7.6.0 Exercises

# -1975 RET HEALTHIS NS7/TUTE OF SOCIAL DEFENS Chapter - 8: Caring Procedures

- 8.1.0 Introduction to the Chapter
- 8.2.0 Objectives/Key learning outcomes
- 8.3.0 Content

#### 8.3.1. Bed Making

#### 8.3.2. Aid in Personal Hygiene

- 8.3.2.1. Oral Hygiene/Mouth Care
- 8.3.2.2. Sponge Bath/Bed Bath
- 8.3.2.3. Care of Hair Lice
- 8.3.2.4 Hair Wash
- 8.3.2.5. Back Care

8.3.2.6. Shaving

8.3.2.7. Foot & Nail Care

#### 8.3.3. Elimination Need

- 8.3.3.1 Giving and removing Bed pan
- 8.3.3.2 Diaper Change
- 8.3.3.3 Urinal Pot

## 8.3.4. Aid in Daily Activity

- 8.3.4.1 Nasogastric Tube Feeding
- 8.3.4.2 Feeding the Elderly

## 8.3.5. Assistance in Medication

- 8.3.5.1 Administration of oral medicines
- 8.3.5.2 Eye care & Instillation of ointment
- 8.3.5.3 Instillation of eye drops
- 8.3.5.4 Instillation of Ear drops
- 8.3.5.5 Administering Nasal drops
- 8.3.5.6. Challenges of drug administration in the elderly

#### 8.3.6. Measuring Parameters

- 8.3.6.1.Vital Signs
  - 8.3.6.1.a. Measuring Temperature
  - 8.3.6.1.b. Checking Pulse
  - 8.3.6.1.c. Checking Respiration
  - 8.3.6.1.d. Checking Blood Pressure ज रक्ष्मा संस्थात्राई E OF SOCIAL DEFENSE
- 8.3.6.2 Checking Blood sugar

## 8.3.7. Special Procedures

- 8.3.7.1 Hot Compress
- 8.3.7.2.Cold Compress
- 8.3.7.3.Oxygen Administration
- 8.3.7.4. Nebulization
- 8.3.7.5. Suctioning
- 8.3.7.6.Steam Inhalation
- 8.3.7.7.Wound Dressing

## 8.3.8.Transferring of Patients

- 8.3.8.1. Mobility Challenges in Elderly
- 8.3.8.2. Basic Law
- 8.3.8.3 Devices Used in Transportation
- 8.3.8.4 Three Man Lift
- 8.3.8.5. Lifting client from Bed to Wheel chair

#### 8.3.9 Fall Prevention

- 8.3.9.1.Common types of Falls
- 8.3.9.2.Fall prevention Guidelines Need to be adopted

- 8.3.10.Documention
- 8.3.11 Death Care
- 8.3.12.First Aid
  - 8.3.12.1 Haemorrhage
    - 8.3.12.1a Nose Bleed
    - 8.3.12.1b Foreign Body

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- 8.3.12.2 Unconscious
- 8.3.12.3 Bites & Stings
- 8.3.12.4.Burns & Scalds
- 8.3.12.5.Shock
- 8.3.12.6.CPR
- 8.3.12.7.Dressing & Bandaging

#### 8.3.13. Medical Abbreviation

- 8.4.0 Teaching Learning Methods
- 8.5.0 Summary
- 8.6.0 Exercises

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