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Role of Nurse Leader in Admission and Discharge Procedure(4 hours)

S.NO	TOPIC	SKELETAL PLAN
1	Importance of Initial Assessment	➤ Meaning of Initial Assessment ➤ Purpose of Initial Assessment ➤ Importance of Initial Assessment ➤ <u>Components of Initial Assessment</u> ❖ demographic data of the patient ❖ basic vital signs while we receive a patient ❖ Condition of the patient while entering the casualty or ward ❖ Orienting the patient to the wards ❖ Assessing the patient for fall risk by Modified Henrich fall risk assessment tools ❖ Assessing the ability of the patient to perform activities of daily living ❖ Assessing the patient for pain by using pain assessment scale-Wong backer's rating scale

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		❖ skin integrity assessment scale for the patient – Braden scale and PUSH score ❖ Nutritional screening ❖ patient history-past medical,surgical,social,family,menstrual & Obstetric History ❖ systemic Examination of the patient ❖ Planning for appropriate care on admission ❖ Diagnosing the disease condition of the patient by physical examination ❖ Deciding for types of isolation precautions
2.	Consent Forms in the Hospitals	➤ Meaning of consent ➤ Purpose of consent ➤ Different types of content <u>Consents forms in our Hospital:</u> ❖ Consent for Percutaneous Coronary Intervention ❖ Consent for Cardiac Surgical Procedures

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		❖ Consent for Fine needle Aspiration Cytology ❖ Consent for Outside Investigation ❖ Consent for Thrombolytic therapy ❖ Consent for Upper GI/Lower GI Endoscopy ❖ Consent for Restraint ❖ Consent for Emergency Blood Transfusion ❖ Consent for Haemodialysis(Valid for 30 days) ❖ Consent for Physiotherapy Treatment ❖ Consent for Coronary Angiography/Cardiac/Cerebral Catheterization ❖ Consent for Anaesthesia(Type of Anaesthesia) ❖ Informed High Risk Consent ❖ Consent form for Surgical Procedures ❖ Informed Consent :Transfusion of Blood /Blood Components ❖ Informed Consent form for Procedures(MRI,CT Contrast,TMT.all types of tappings,ICD,Whole body scan,Mammogram,Biopsy ,LP,CVC,I & D,Desloughing,Intubation,SPC,Bone Marrow,Chemotherapy ,DSA,Coil Embolization,Thrombectomy/.....) ❖ Consent for Moderate Sedation(name of the drugs ,dosage,route & frequency) ❖ Consent form for H.I.V Test ❖ Consent form for Pacemaker Implantation ❖ Intrauterine Contraceptive device insertion Consent form(Husband Name, age& Occupation ,Date of Last menstrual period,Age of the youngers
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		child,,No.of children,Identification marks) ❖ Informed Consent for Family Planning Surgery ➤ <u>Components of all Consent:</u> ✓ Demographic data ✓ I Authorize ✓ Diagnosis of the patient ✓ Risk factors or Complication of procedures ✓ Date of the Consent got from the patient ✓ Signature of the patient ✓ Signature of patient Representative /Surrogate ✓ Signature of the witness ✓ Signature of the Interpreter ✓ Signature of the Consultant ✓ Mention the language by which the consent has explained.
3.	Activating Hospital Codes	➤ What is Emergency codes ➤ Different types of emergency codes in our hospitals ❖ Code Blue – Medical Emergency – VH - 300/VHC -600 ❖ Code red- Fire Emergency –VH -900 /VHC-800 ❖ Code Pink – Child Abduction -VH -900 /VHC-

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		800 ❖ Code Brown – Disaster - VH -900 /VHC- 800 ❖ Code Violet – Violence - VH -900 /VHC- 800 ➤ How to activate emergency codes- All five emergency codes ➤ Team members involved in respective emergency codes ➤ Role & responsibilities of each team members of all emergency codes ➤ Triage colour coding ➤ Triage location ➤ Assembly points ➤ Fire safety – ✓ Types of fire fighting equipments ✓ Types of fire ✓ Types of fire extinguisher ✓ Methods of fire fighting ✓ Fire prevention ✓ RACE –fire response ✓ PASS –steps to operate fire extinguisher
4.	Reporting Incident And Adverse Reactions	➤ Meaning of incident ➤ Meaning of Adverse drug reactions ➤ Listing the incidents ➤ Importance of incident & adverse drug reactions reporting ➤ Procedure for filling the forms ➤

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		➤ Explaining about the Incident forms & Adverse drug reactions form ✓ When to fill the form ✓ How to fill the form ✓ To whom to report the incident
5.	Medication Error	➤ Definition of medication Error ➤ Types of Medication Error ➤ Causes of medication Error ➤ Definition of Adverse Drug Reactions ➤ Definition of Adverse Drug Events ➤ Types of Adverse Drug Reactions ➤ Strategies to prevent Medication Error,ADR &ADE ➤ Importance of Reporting the Medication Error ,ADR,ADE ➤ Nurses Role in Preventing Medication Error
6	Discharge Summary	➤ Definition of Discharge ➤ Types of Discharge ➤ Discharge Process ❖ Cash ❖ Insurance patient. ➤ Discharge process for each type of discharges ➤ Billing process ➤ Pharmacy process ➤ Components of Discharge Summary ➤ Health education about the drugs & follow up. ➤ When to hand over the discharge Summary

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7.	Shift Report	➤ Introduction about shift Report ➤ Components of shift report ➤ Benefits of shift report ➤ Challenges of shift report ➤ How a shift report should be? ➤ What should be included in the shift report
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Role of “Nurse Leader ”(2 hours)

S.NO	TOPIC	SKELETAL PLAN
1.	Hospital infection control,safety & disaster	<u>Hospital infection control</u> ➤ Hand Hygiene. ➤ BMW. ➤ Universal precaution ➤ Disinfection Policy. ➤ Needle Stick Injury. ➤ Vaccination. ➤ Notifiable Diseases. ➤ Outbreak. ➤ Safe Injection Practice. ➤ Spill Management. ➤ Pest Control. ➤ Surveillance

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		➤ Single use device policy ➤ Isolation ➤ Antibiotic policy <u>Disaster:</u> ➤ Definition of Disaster ➤ Types of disaster ➤ Phases of Disaster ➤ Triage colour codes ➤ Disaster Preparedness ➤ Assembly point ➤ Code Brown for Disaster – ✓ emergency Number ✓ How to activate ✓ Roles & Responsibility of the Code Brown Team Members
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