**MODULE 4 STUDY GUIDE**

**CHAPTER 5 – Communicating With the Health Team**

Rules for recording –

Rules for reporting -

Subjective and Objective observations – how are they different?

Signs & Symptoms – how are they different?

Verbal communication – are there any rules for verbally communicating?

Nonverbal communication – what are some examples?

What are the 5 steps in the nursing process?

In these 5 steps in the nursing process – what steps require active participation from the CNA and why?

Guidelines for computerized charting – list at least 5 “must haves” when electronically recording

What is a Kardex?

 Where will you find a Kardex on most units?

List 5 observations that you would need to report at once!

Name 2 different types of conference that will be held for each resident. Describe the focus of each conference.

Where will you find the acceptable abbreviations for your facility?

How should conflicts be handled?

Name 5 things that you will do to demonstrate “excellent phone etiquette.

**TERM TO KNOW IN CHAPTER 5**

1. **Medical record**
2. **Nursing diagnosis**
3. **Interdisciplinary**
4. **Observation**
5. **Objective data**
6. **Subjective data**
7. **Signs**
8. **Symptoms**
9. **Recording**
10. **Reporting**
11. **ePHI**
12. **PHI**

**Chapter 6 – Understanding the Person**

List 3 factors in holism.

How will you address your residents or patients?

List the 5 basic needs?

How are culture and religion different?

Describe 3 ways for how culture will affect your care.

Describe 3 ways religion will affect your care.

List 6 different behaviors that you may encounter – how will you provide care for each of these individual behaviors?

Describe 5 important steps in “verbal” communication.

Describe 5 ways your patient can communicate with you in a non-verbal way.

Describe 5 different body languages & what will they convey to your patient / resident.

What is “paraphrasing?

Give an example of the “direct question”.

Give an example of an “open ended question”

Give an example of “clarifying”.

Describe a situation where you will have to help your resident “focus”.

List 5 barriers to communication & how you will attempt to break down that barrier?

Describe 5 important steps when dealing with a resident who is comatose.

What does “bariatric” mean? What physical & emotional needs will a bariatric patient need?

**TERMS TO KNOW in Chapter 6**

1. **Body language**
2. **Comatose**
3. **Culture**
4. **Disability**
5. **Holism**
6. **Need**
7. **Non-verbal communication**
8. **Religion**
9. **Verbal communication**

**CHAPTER 24 – Assisting With Wound Care**

Describe a wound.

Describe a skin tear.

Describe 2 different types of “circulatory ulcers”.

What is a “diabetic foot ulcer?

Describe how YOU can help prevent diabetic foot ulcers.

Describe where each circulatory ulcer usually occurs.

Where do pressure ulcers occur? What can we do to present pressure ulcers?

The common places that pressure ulcers occur?

Describe “anti-embolic stockings”

Why do we use anti-embolic stockings?

How will you apply these TED stockings?

What is the difference between elastic hose/stockings and elastic bandages?

When wrapping an elastic bandages “where do you start?”

Name 5 things dressings are good for.

Name 3 different ways you can secure a dressing.

Describe 3 different binders (types and what each binder is used for)

Name 5 things we use heat applications for.

Name 5 things we use cold applications for.

What is the difference between wet & dry applications?

What does “constrict” mean?

What does “dilate” mean?

Know the temperatures for cool – cold / warm – hot applications.

Know how long each application should remain in place and how often you need to check these applications.

What is a soak?

What is a wrap?

What is a pack?

What is a compress?

Describe a sitz bath & what reasons / conditions would we use a sitz bath. What is major concern for your resident during & after a sitz bath.

**TERMS TO KNOW in CHAPTER 24**

1. **Dilate**
2. **Constrict**
3. **Skin tear**
4. **Ulcer**
5. **Wound**
6. **Stasis ulcer**
7. **Trauma**
8. **Gangrene**
9. **Thrombus**
10. **Embolus**
11. **Distal**
12. **Proximal**
13. **Montgomery ties**
14. **Elastic tape**
15. **Aquathermia pad**

**Chapter 25 – Assisting with Pressure Ulcers**

Describe a bony prominence.

Describe friction and shearing – how are they alike and how are they different?

Name 5 things that will put a person at risk for pressure ulcers.

Describe each stage of a pressure ulcer.

Describe how you will prevent pressure ulcers.

Describe 5 different protective devices.

Describe the major concern if your resident develops a pressure ulcer.

How often will you change the position of a resident on bedrest?

How often will you encourage your chairfast resident to change positions?

Describe 5 important aspects for very good skin care that you will practice.

**TERMS TO KNOW in CHAPTER 25**

1. **Bony prominence**
2. **Eschar**
3. **Friction**
4. **Shearing**
5. **Slough**
6. **Pressure ulcer**
7. **Full thickness**
8. **Partial thickness**

 **Chapter 26 – Assisting with Oxygen Needs**

What is the difference between hypoxia and hypoxemia?

What is the best bed position for a patient with oxygen?

What does TCDB mean? How often will you perform this?

Why oxygen is considered a drug?

What is the normal concentration of oxygen in your blood?

Describe 3 places you can check the oxygen concentration?

Describe 3 different things that can affect an accurate oxygen concentration.

Name 4 sources for oxygen.

Describe 2 different oxygen devices that will deliver oxygen to your patient.

What is oxygen flow rate?

What is a humidifier used for? Are you allowed to refill humidifier?

Name 5 important safety rules when using oxygen.

**TERMS TO KNOW in Chapter 26**

1. **Nasal cannula 12. Tachypnea**
2. **Simple face mask 13. Cough**
3. **O2 flow rate**
4. **Liquid O2**
5. **Pulse ox**
6. **Pursed lips**
7. **Orthopneic position**
8. **Apnea**
9. **Bradypnea**
10. **Cyanosis**
11. **Dyspnea**

**TERMS TO KNOW in Chapter 26**

1. **Apnea**
2. **Bradycardia**
3. **Bradypnea**
4. **Cheyne-Stokes respiration**
5. **Hyperventilation**
6. **Hypoventilation**
7. **Kussmaul respirations**
8. **Orthopnea**
9. **Orthopneic position**
10. **Oxygen concentration**
11. **Pulse oximetry**
12. **Tachycardia**
13. **Hemoptysis**

**Chapter 29 – Assisting with Mental Health Issues**

Define mental health and describe how it is different from a mental health disorder.

What is stress? What is anxiety? How are they different?

What are defense mechanisms – discuss 3 of them.

Describe schizophrenia, hallucinations and delusions.

Describe bi-polar disorder.

Is there a difference between depression and depression in older persons? What are 3 S&S of depression?

What are 3 characteristics of an antisocial personality disorder?

What are 3 characteristics of a borderline personality disorder?

Describe OCD.

What is PSTD? Describe it and when does it occur?

Why do persons suffering from Alcohol or Alcohol abuse have a hard time stopping?

What is the difference between drug abuse and drug addiction?

Describe 3 different eating disorders

What is suicide? Suicide contagion?

**TERM TO KNOW in Chapter 29**

1. **Anxiety**
2. **Compulsion**
3. **Defense Mechanism**
4. **Delusion**
5. **Delusion of grandeur**
6. **Delusion of persecution**
7. **Flashbacks**
8. **Hallucinations**
9. **Mental**
10. **Mental health**
11. **Mental health disorder**
12. **Obsession**
13. **Panic**
14. **Paranoia**
15. **Stress**
16. **Suicide**
17. **Withdrawal syndrome**

**Chapter 30 – Caring for Persons with Confusion & Dementia**

Define cognitive function. How is it different from confusion and different from dementia?

Name 5 causes of permanent dementia.

Name 5 changes in the nervous system from routine aging.

Define delirium.

What is depression and name 5 things most resident “lose” when they enter a nursing home facility.

What is AD?

Describe 5 early signs of possible AD.

Describe 5 behaviors &/or problems associated with AD.

Your solution for a resident that wanders and gets lost.

What is sundowning? What can you do to help lessen sundowning for your resident?

What is the difference between hallucinations & delusions?

Describe paranoia.

What will possibly cause a catastrophic reaction for your resident? HOW could you lessen the chance your resident will experience a catastrophic reaction?

What kind of communication problems can AD patients have?

Describe what repetitive behaviors looks like.

Where are common places AD patients will hide objects?

Will all residents have episodes of agitation &/or aggressiveness?

How can you help a resident with AD sleep better?

Describe 3 personal care challenges that you will possible encounter.

How will you honor patient choice? Describe 2 areas this will be possible.

What do you know about the stress of caregivers?

What is validation therapy? Do you need special training in this therapy?

**TERMS TO KNOW in Chapter 30**

1. **Cognitive function**
2. **Confusion**
3. **Delirium**
4. **Delusion**
5. **Dementia**
6. **Elopement**
7. **Hallucination – how any types?**
8. **Paranoia**
9. **Pseudodementia**
10. **Sundowning**
11. **AD**

**Chapter 31 – Assisting with Emergency Care**

What is first aid?

Identify the steps in chain of survival for an adult.

SCA?

How are cardiac arrest and respiratory arrest different?

What is rescue breathing?

Describe the recovery position.

What is the rate & depth for compressions in an adult victim?

Describe the head position for delivering breaths in CPR. Will this open the airway?

What is defibrillation? How will you be able to defibrillate a patient?

What is the compression / breathing ratio for an adult?

Describe an AED?

How would you help a choking victim?

Describe hemorrhage?

Describe fainting?

How is shock and what position is commonly called the “SHOCK” position?

What is anaphylactic shock and how is it different from shock?

What is a TIA and how does it relate to a CVA?

What is a seizure? Identify 3 different types of seizures and how they are different.

What emergency care is required for seizures?

What is a burn? What are common causes of burns? How can you prevent burns?

Describe emergency care for burns.

**TERMS TO KNOW in Chapter 31**

1. **Anaphylaxis**
2. **Cardiac arrest**
3. **Seizures**
4. **Fainting**
5. **First aid**
6. **Hemorrhage**
7. **Respiratory arrest**
8. **Shock**
9. **SCA**
10. **AED**
11. **BLS**
12. **EMS**
13. **RRT**
14. **Ventricular fib**

**Chapter 32 – Assisting with End of Life care –**

Define a terminal illness.

What is the difference between palliative care and hospice care?

What spiritual & cultural needs need to be recognized when a patient is dying?

Do different ages view death differently?

What are the stages of dying?

List 3 things you know about the stages of dying?

Describe how you can provide comfort to a dying patient.

Describe how you will be able to care for the following physical needs of the dying patient.

1. Pain
2. Breathing problems
3. Vision
4. Hearing
5. Speech
6. Mouth, nose & skin
7. Nutrition
8. Elimination
9. Person’s room

How will you care for the dying person’s mental & emotional needs?

What role does the family &/or clergy play in the time a person is dying>

What is an advanced directive? Name 2 different advanced directives and what they tell us as caregivers?

What is a DNR?

List 6 signs of death.

What is care of the body after death called?

What is rigor mortis?

How post mortem care of the body is different when there will be an autopsy.

**TERMS TO KNOW in Chapter 32**

1. **Advanced directives**
2. **Autopsy**
3. **Palliative care**
4. **Post mortem care**
5. **Reincarnation**
6. **Rigor mortis**
7. **Terminal illness**
8. **DNR**