

Acknowledgements

The development of the Home Care Aide Curriculum was made available through funding via The Health and Wellness Health Trust Fund & Personal and Home Care Aide State Training (PHCAST). Based on the demand for in-home and personal care services as a result of North Carolina's aging population and medical and technological advances, this curriculum was designed to:

- teach nurse aides how to deliver care in the client's home environment
- build on concepts/skills from Nurse Aide I training and competencies
- focus specifically on the unique care delivery challenges associated with providing care in an individual's home
- encompass more in-depth knowledge and more advanced soft skill development
- provide a pathway for advancement in a career ladder for the Nurse Aide I*
- provide opportunities for community agencies to partner with high schools and community colleges

*Nurse Aides who successfully complete this course will be listed on the Home Care Aide Registry as having done so.

Home Care Aide Curriculum Training Requirements

Faculty Requirements

The instructor should be approved as an instructor for the Nurse Aide I Program in the facility where the Home Care Aide Curriculum is taught. In addition to being approved as an instructor in a Nurse Aide I Program, the instructor should be a Registered Nurse with a minimum of 1 year of home care/home health experience. The instructor is responsible for ensuring the following requirements are met:

- Enrollees must be listed as a Nurse Aide I on the NC Registry
- Home Care Aide programs must be approved by the Division of Health Service Regulation
- Labs must reflect a homelike setting
- Instructors must communicate a list of students who successfully complete the course to the Division of Health Service Regulation

Student Requirements

All students must be listed on the North Carolina Nurse Aide I Registry. The intent of this curriculum is to build upon already existing Nurse Aide I skills. This curriculum does not focus on NA tasks that should have been mastered in the Nurse Aide I training.

Textbooks

There are no required textbooks for this curriculum. Instructors are encouraged to have a reference library of up-to-date supplemental texts and learning materials as they can be an important learning resource for students. Textbooks should not be more than five years old.

Grades

The derivation of grades for this class is decided by the individual program, based on the program's department/school policies. Derivation of grades may be based on a combination of the following components: quizzes, unit tests, projects, homework assignments, worksheets, a final examination, etc. A college must require a minimum numerical grade of 75 as the final theory grade.

Lab activities shall be graded based on pass/fail. To pass lab, the participant must be able to successfully demonstrate enhanced skills in a safe, competent, confident manner. Enhanced skills demonstration is defined as the performance of basic nurse aide skills in “a better or different way” while delivering care to the frail, older adult, in a simulated home environment.

Laboratory Requirements

It is required that programs have a laboratory space that closely resembles a home environment. Each lab will be different based upon the instructor’s creativity and access to resources. Many of the activities may be completed in the simulated lab but is not mandatory.

Suggestions for a simulated home include:

- A chair that would be found in a home (recliner, high back chair, etc.)
- A regular bed
- Something to simulate a tub, shower, etc....
- A simulated kitchen
- Clothes for sorting, simulated laundry
- Clutter (papers, empty fast food items, etc.)
- Fake bugs (roaches, mice, even a snake)
- A pill box filled with candy
- Over the counter empty bottles of medication (Tylenol, vitamins, etc.)
- Over the counter empty tubes of ointments (skin barrier, etc.)
- Walker, cane, or other adaptive equipment
- Throw rugs

*An experienced RN instructor with home care experience can be creative with developing a simulated home.

*It is a course expectation that students practice delivering nurse aide skills in the simulated home environment.

Directions for Use of the Home Care Aide Curriculum

There are twenty-five (25) modules. Each module contains a complete script for the instructor, PowerPoints that coincide with each section of the script, and handouts and activities.

It is essential that the instructor read each module completely prior to teaching the course. There are several activities that require planning ahead. An asterisk * will alert the instructor of activities that require preplanning. It is **strongly advised** that guest speakers be set up as early as possible in the beginning of this course.

This curriculum was designed to promote individual thought, creativity in situations where resources are limited and to also promote teamwork and an appreciation for others. The curriculum was designed to integrate adult learning principles.

Malcolm Knowles, theorist of adult learning defines adult learning principles as:

1. Adults are internally motivated and self-directed
2. Adults bring life experiences and knowledge to learning experiences
3. Adults are goal oriented
4. Adults are relevancy oriented
5. Adults are practical
6. Adult learners like to be respected

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MODULE 1 Home Care

Handouts and Scheduled Activities

- The Home Health Aide and Care Team
- Case Scenario
- Competency/Skills Validation

Suggested Activities

- *Instructor should visit the following websites prior to teaching the class for updates to position statements/information being presented (e.g. delegation & competency validation):
- NC Board of Nursing:
<http://www.ncbon.com/content.aspx?id=682>
- DHSR: (For supervision rules of licensure):
<http://www.ncdhhs.gov/dhsr/>

MODULE 2 Legal and Ethical Issues

Handouts and Scheduled Activities

- Code of Ethics for Home Care Aides
- Case Scenarios – Class Discussion
- Terms and Definitions/True False
- Role Play Activity

Suggested Activities

N/A

MODULE 3 Personal Safety

Handouts and Scheduled Activities

- Class Discussion
- Guest Speaker *
- Case Scenario and Class Discussion

Suggested Activities

- *Check the OSHA website for any updates or changes to employee rights:
www.osha.gov.
- *Contact local law enforcement for a guest speaker related to violence, gangs, and drugs.
- *Have a trained professional come into the class and teach some basic self-defense techniques.

MODULE 4 Person-Centered Care

Handouts and Scheduled Activities

- Mosquito Activity
- Daily Routine Activity
- Principles and Thinking of Person-Centered Care
- Key Values and Principles

Suggested Activities

N/A

MODULE 5 Culture

Handouts and Scheduled Activities

- Health Care Beliefs, Pain, and Food Practices
- Case Studies #1-5

Suggested Activities

- *Research which cultures are most prevalent in your geographical location. After you review Handout #1, this activity could be done. Have students in either small groups or individually pick a culture

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and research whether there are any specific health care beliefs, pain reactions, food practices that would be important to know. Have each student bring in a food item from that culture and discuss their findings.

MODULE 6 Age Appropriate Care

Handouts and Scheduled Activities

- Activity #1 (you will need a large piece of paper or flip chart)
- Myths
- Case Scenarios
- Age Appropriate Quiz

Suggested Activities

N/A

MODULE 7 Infection Control in the Home

Handouts and Scheduled Activities

- Vocabulary
- Obituary
- Hand Hygiene Guidelines Fact Sheet
- Proper Hand Hygiene Techniques
- Confidential Self-Assessment
- Transmitting “Bugs”
- Chain of Infection
- Comparison Chart
- Which Precaution Would You Use?

Suggested Activities

- *Optional: Glitter Bug or Glo Germ materials/kits (you may order these on-line). The handout gives instructions for this activity on how to make it yourself – this may need adjusting based on the products you use. It is a good idea to make ahead of time to ensure it works properly.
- Simulated home care bag – this bag should have an outside pocket and a zipper for access to the inside of the bag. The outside component should contain hand sanitizer, hand soap, and paper towels. Optional – The inside of the bag may normally contain a BP cuff, stethoscope, CPR mask, disposable gown, mask, and goggles. This would vary from agency to agency.
- *Instructor should visit the CDC website (www.cdc.gov) prior to teaching the class for updates to information being presented (e.g. hand washing and influenza).

MODULE 8 Providing Care for the Patient’s Environment

Handouts and Scheduled Activities

- Case Scenarios
- Cleaning Schedule
- Cleaning the Patient’s Bathroom
- Laundry
- Proper Body Mechanics

Suggested Activities

N/A

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MODULE 9 Time Management

Handouts and Scheduled Activities

- Timing Tasks
- Case Scenarios
- Class Discussion

Suggested Activities

N/A

MODULE 10 Relationships with Patients and/or Family

Handouts and Scheduled Activities

- Appropriate or Inappropriate
- Case Scenarios
- Matching
- Take Home Exercise
- Role Playing

Suggested Activities

N/A

MODULE 11 Communication

Handouts and Scheduled Activities

- Case Scenario
- Tips for Communicating with Seriously Ill Patients
- Statement Exercise
- Tips for What Should You Report About the Patient
- Correcting Statements
- Case Scenarios

Suggested Activities

N/A

MODULE 12 Emergency Preparedness

Handouts and Scheduled Activities

- Emergency Responders
- Prepare Your Car for Winter
- Emergency Information Sheets
- Case Scenarios

Suggested Activities

- *Guest speakers: EMS, local Red Cross, Fire Department (faculty - prep guest speakers for the type of job the employee will be providing in the home).

MODULE 13 Patient Safety

Handouts and Scheduled Activities

- CDC Falls Fact Sheet
- Falls in NC
- Home Safety Assessment
- How Many Hazards Can You Find?
- Case Scenarios
- Safety Concerns

Suggested Activities

- *Guest speaker from your local fire department or guest speaker from your local Department of Social Services, Adult Protective Services Unit or Child Protective Services, physical therapist or occupational therapist who works in home care (encourage therapist to bring and demonstrate common equipment).

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MODULE 14 Nutrition

Handouts and Scheduled Activities

- My Plate
- Special Diets
- High Sodium Foods
- Food Temperature
- Cold Storage Chart
- Food Safety
- Becoming a Better Shopper
- Dehydration
- Nutritional Facts Label
- My Plate
- Smart Shopping

Suggested Activities

- *Bring in several grocery store fliers for the weekly sales. Ask students if they have any fliers to share.
- Invite a culinary department guest speaker.
- Prior to this class, assign each student a “special diet” (e.g. low sodium, diabetic). Have students prepare a food item from that diet and bring to class. Have students share/discuss what they learned from preparing that food.
- If your institution allows, allow students to work in groups to prepare a sample meal.
- Field trip to the grocery store for label reading and mock grocery shopping for patient on special diet.

MODULE 15 The Home Care Aide’s Role in Providing Care for the Most Common Diseases Seen in Home Care

Handouts and Scheduled Activities

- Cost of Inpatient Care vs Home Care
- Hyperglycemia vs. Hypoglycemia
- Jeopardy Game

Suggested Activities

- *Visit www.nahc.org/facts/ for updated facts and/or statistics

MODULE 16 Restorative Care

Handouts and Scheduled Activities

- Passive Range of Motion Exercises
- How to Help a Falling Patient
- Brain Exercise

Suggested Activities

- *Consider having a home health occupational therapist and/or a physical therapist or a Certified Rehabilitation Registered Nurse (CRRN®) as a guest speaker.
- Consider playing a video that demonstrates active and passive range of motion.

MODULE 17 Alzheimer’s disease

Handouts and Scheduled Activities

- Brain Images
- 24-Hour Care Discussion
- Physical Approach Skills

Suggested Activities

Additional Resources:

- Lewy Body Dementia Association website www.lbda.org
- Alzheimer’s Association website www.alz.org

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- Alzheimer’s Foundation of America website www.alzfdn.org
- Suggested video: *Accepting the Challenge*
- Suggested video: *Grace* (you can see excerpts on YouTube before purchasing)
- *Suggested Activity – Take a field trip to a local adult day care program. Students could volunteer during mealtime and/or activities.
- Optional: Training video *Dementia Care for America’s Heroes*.

MODULE 18 Pain Management

Handouts and Scheduled Activities

- Class Discussion
- Pain Words

Suggested Activities

N/A

MODULE 19 Mental Health

Handouts and Scheduled Activities

- Key Terms and Definitions
- Common Phobias
- Defense Mechanisms

Suggested Activities

N/A

MODULE 20 Understanding Challenging Behaviors

Handouts and Scheduled Activities

- Directives Exercise
- What Makes YOU Angry?

Suggested Activities

N/A

MODULE 21 Palliative Care

Handouts and Scheduled Activities

- WHO Definition of Palliative Care
- TIPS for the Nursing Assistant’s Role in Pain Management
- Pain/Interventions Examples
- The 5 Stages of Grief
- Examples of the 5 Stages of Grief

Suggested Activities

N/A

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MODULE 22 End of Life Care

Handouts and Scheduled Activities

- The Dying Person’s Bill of Rights
- Tips for communicating with seriously ill patients
- Tips for talking with dying patients
- Tips for what should you report
- Tips for what to do when a patient dies at home
- Tips for providing emotional support to the family
- Tips for respecting the patient and family cultural beliefs

Suggested Activities

- *Guest speaker from the local Hospice organization. Ask the Hospice guest speaker if they can share “Gone from My Sight” resource (if utilized in their organization).
- If your educational institution allows videos, find “Gone from My Sight,” by Hospice nurse Barbara Karnes, on YouTube. It is an excellent video on end of life care.
- Have someone from a local pastoral care department speak about their role in end of life care. Hospitals and Hospice organizations typically have a pastoral care department or chaplain.

MODULE 23 Stress Management for Home Care Aides

Handouts and Scheduled Activities

- Symptoms of Burnout
- Stress Reduction
- PROFESSIONAL QUALITY OF LIFE SCALE (PROQOL)

Suggested Activities

- *Consider a guest speaker from a local business’s EACP (employee assistance counseling program) to discuss the importance of self-care and burnout/compassion fatigue. EACP is a program often provided by large healthcare organizations.

MODULE 24 The Role of the Home Care Aide in Medication Administration

Handouts and Scheduled Activities

- NC Board of Nursing Guide for
- Assisting Patients with Self-Administration of Medications
- Can/Cannot Activity
- Case Scenarios

Suggested Activities

N/A

MODULE 25 Health Care Personnel Registry

Handouts and Scheduled Activities

- Definitions-Types of Allegations
- Case Scenarios

Suggested Activities

- *Instructor should visit the following websites:
- Health Care Personnel Registry (contains all information about the Center for Aide Regulation and Education and the Health Care Personnel Registry Branches)
<http://www.ncnar.org>

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- DHSR: (For supervision rules of licensure)
<http://www.ncdhhs.gov/dhsr/>
- National Practitioner Data Bank
- <http://www.npdb-hipdb.hrsa.gov/index.jsp>
- North Carolina Board of Nursing:
<http://www.ncbon.org>