



NC Department of Health and Human Services
NC Nurse Aide I Curriculum

Module A
The Nurse Aide I
July 2019

Objectives (1)

- Describe the North Carolina Nurse Aide I
- Explain requirements for initial listing and renewals on the North Carolina Nurse Aide I Registry
- Describe resources available that outline the range of function of the North Carolina Nurse Aide I
- Describe the importance of delegation of tasks to nurse aides

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Objectives (2)

- Describe the types of skills performed by nurse aides
- Compare basic nursing, personal care, and interpersonal skills
- Describe the important characteristics of a competent, caring nurse aide
- Explain the differences between an effective and an ineffective team

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Nurse Aide in the State of North Carolina

Definition:

- A valued, unlicensed member of the health care team, responsible for providing delegated nursing tasks, within a defined range of function for residents (patients, clients) in a variety of settings and who is listed on the NC Nurse Aide I Registry

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Omnibus Budget Reconciliation Act (OBRA)

A federal law, enacted by Congress in 1987

- Designed to improve quality of life for residents living in nursing homes
- Defines requirements for nurse aide training and competency evaluation programs



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Range of Function for Nurse Aides



- North Carolina Board of Nursing Administrative Code
- North Carolina Board of Nursing

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Regulatory Body



- North Carolina Nurse Aide I Registry
- North Carolina Health Care Personnel Registry

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Registry Listing Requirements

Listed on North Carolina Nurse Aide I Registry after passing NNAAP

- Successful completion of state-approved Nurse Aide I Training Program
- Written/oral exam
- Demonstration of five (5) skills



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Nurse Aide I Listing Renewals

Listings renewed through qualified work experience every 24 months

What is considered qualified work experience?

- Work requirement
- Payment for work
- Nursing or nursing-related activities
- Supervised by an RN

A nurse aide who does not perform at least 8 hours of qualified work during any 24-month period will be required to retake a state-approved nurse aide training program and retake and pass the NNAAP

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Nurse Aide I Listing Renewal Form

Renewal listing form will be mailed to the last known address of the nurse aide

What to do with the renewal form once received

- Complete the listing form – who?
- Send in the renewal listing form on time – when?
- Request a replacement form, if needed – how?

If listing expires, a nurse aide cannot work as a nurse aide

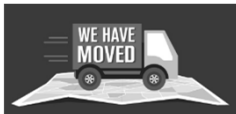


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Nurse Aide I Renewal Responsibilities

Promptly report changes in name or address



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Key Web Sites

N.C. Board of Nursing
www.ncbon.com



N.C. Division of Health Service Regulation
www.ncnar.org

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Job Responsibilities of Nurse Aide

- Basic nursing skills
- Personal care skills
- Interpersonal skills



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Delegation

- Definitions
- Nurses use delegation process to assign duties and tasks
- Improves efficiency and shows trust
- 5 rights of delegation
- Questions nurse aide should ask self



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Delegation – Points to Remember

- Nurse maintains accountability and responsibility
- Nurse delegates on resident-by-resident basis
- Never be afraid to ask for help
- Always ask questions to understand task
- Task beyond nurse aide skill level, talk with supervisor



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Basic Nursing Skills

Definition

- Essential skills required of nurse aides in health care setting
- Examples?

Privacy is the key!



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Basic Nursing Skills - Importance

Important duties of nurse aides:

Following plan of care, directives from supervisors, and reporting important findings are all critical to well-being of residents



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Personal Care Skills (1)



Tasks dealing with person's body, appearance, and hygiene

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Personal Care Skills (2)

Hygiene



Grooming



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Personal Care Skills (3)

What is a.m. care?





What is p.m. care?



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Personal Care Skills (4)

Hygiene + Grooming + Dressing +
Eating + Transferring + Toileting =
Activities of Daily Living (ADLs)

**ASSISTING ASSIGNED RESIDENTS
WITH ADLs IS AN IMPORTANT
DUTY OF NURSE AIDES**

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When providing personal care:

- Encourage resident independence and self-care
- Maintain professional manner and provide privacy
- Observe resident's skin, mobility, comfort, and cognition



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Interpersonal Skills (1)

- Essential skills used when working with others
- Determined by many things
- In a health care setting, refers to ability to get along while getting the job done



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Interpersonal Skills (2)

Why are interpersonal skills important?



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Interpersonal Skills – Nurse Aide's Role (1)

When caring for residents:

- Empathize
- Anticipate needs
- Treat as unique individuals/honor requests
- Display patience and tolerance
- Be sensitive to moods and reactions



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Interpersonal Skills – Nurse Aide's Role (2)

- Be respectful to family
- Maintain professional relationships with team
- Communicate and work well with others



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The Nurse Aide as Employee

Important qualities:

- Act, behave, and function in a professional manner
- Have an excellent work ethic

A work ethic is...



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Appearance (1)

- Follows dress code
- Dresses neatly
- Wears appropriate shoes and...



Wears clean undergarments in appropriate color and style

No patterned underwear at work

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Appearance (2)

- Covers permanent body art
- Maintains neat nails
- Maintains simple hairstyle and...

Maintains excellent personal hygiene

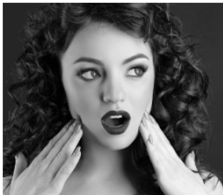


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Appearance (3)

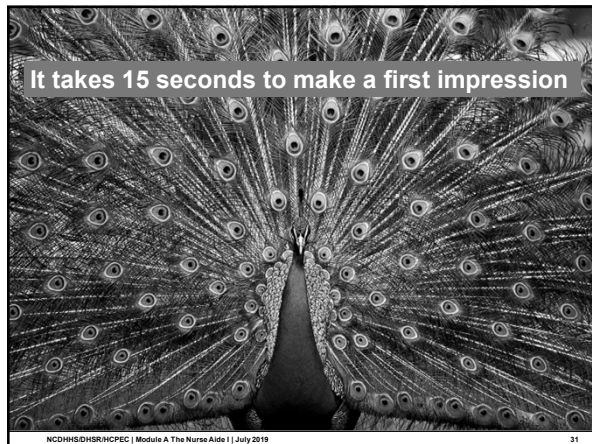
- Wears clean stockings/socks
- Wears no face or tongue jewelry
- Flashes a warm/friendly smile and...

Wears no heavy make-up



Too much for work?

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Attitude (1)

A nurse aide is:

- Patient/understanding
- Honest/trustworthy
- Conscientious/always tries to do the best
- Enthusiastic/enjoys job
- Courteous, considerate, respectful, and...

Cheerful



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Attitude (2)

**Dependable, responsible, accountable,
tolerant, self-aware, and...**



Cares – really, really cares

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*** Strive to be the best nurse aide you can be; the residents of North Carolina are depending on you**



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As a Nurse Aide...(1)

- Understand requirements and maintain current registry listing on Nurse Aide I Registry
- Know what a nurse aide is legally allowed to do
- Have concern for others and make lives happier and easier
- Look professional



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As a Nurse Aide...(2)

- Show up for work
- Use sick time for sick time
- Give an honest day's work for an honest day's pay
- Show respect to supervisor
- Perform delegated tasks



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As a Nurse Aide...(3)

- Be gentle and kind
- Put self in other person's shoes
- Be pleasant
- Respect others and their possessions
- Always try to do your best
- Do not be afraid to ask for help



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Role of the Nurse Aide (1)

- Treat others with dignity
- Be a team player
- Be careful and alert
- Be eager and excited to go to work and...



No gossiping or talking about others

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Role of the Nurse Aide (2)

- Never lie, cheat or steal
- Always seek the good in others
- Take pride in your work
- Praise others and...



Keep your language clean; no cursing or telling off-color jokes

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*** Role of the Nurse Aide (3)**

If you are not sure what you are about to do is right, don't do it...it's your conscience talking

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Definition of a Team

A group of people with a common purpose, assigned tasks, and coordinated effort to get a job done

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Team Members

- Work together and function as a whole
- Communicate
- Coordinate and share
- Receive team assignments to know what to do, what is expected, and how to plan

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Qualities of an Effective Team



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Qualities of an Ineffective Team



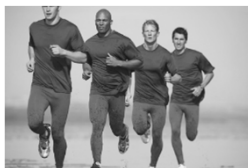
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Group Commitment (1)

With a strong group commitment, members...

- Feel a strong sense of belonging
- Enjoy being with each other
- Ask each other for advice
- Seek and provide support in times of difficulty



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Group Commitment (2)

With a strong group commitment, members...

- Value each other and contributions members make
- Are motivated and want to do a good job
- Share group feelings openly
- Believe the goals of the group are important and achievable



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GO TEAM WORKSHEET



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