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
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
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
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
Range of Function for Nurse Aides

• North Carolina Board of Nursing Administrative Code

• North Carolina Board of Nursing
Regulatory Body

- North Carolina Nurse Aide I Registry
- North Carolina Health Care Personnel Registry
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
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.
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
Nurse Aide I Renewal Responsibilities

Promptly report changes in name or address

![Image of a truck with "WE HAVE MOVED" sign]
Key Web Sites

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

N.C. Division of Health Service Regulation
www.ncnar.org
Job Responsibilities of Nurse Aide

- Basic nursing skills
- Personal care skills
- Interpersonal skills
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
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
Basic Nursing Skills

Definition

• Essential skills required of nurse aides in health care setting

• Examples?

Privacy is the key!
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
Personal Care Skills (1)

Tasks dealing with person’s body, appearance, and hygiene
Personal Care Skills (2)

Hygiene

Grooming
Personal Care Skills (3)

What is a.m. care?

What is p.m. care?
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
When providing personal care:

• Encourage resident independence and self-care
• Maintain professional manner and provide privacy
• Observe resident’s skin, mobility, comfort, and cognition
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
Interpersonal Skills (2)

Why are interpersonal skills important?
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
Interpersonal Skills – Nurse Aide’s Role (2)

• Be respectful to family
• Maintain professional relationships with team
• Communicate and work well with others
The Nurse Aide as Employee

Important qualities:

• Act, behave, and function in a professional manner

• Have an excellent work ethic

A work ethic is…
Appearance (1)

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

Wears clean undergarments in appropriate color and style
Appearance (2)

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

Maintains excellent personal hygiene
Appearance (3)

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

Wears no heavy make-up
It takes 15 seconds to make a first impression
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
Attitude (2)

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

Cares – really, really cares
* Strive to be the best nurse aide you can be; the residents of North Carolina are depending on you
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
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
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
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
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
* 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
Definition of a Team

A group of people with a common purpose, assigned tasks, and coordinated effort to get a job done
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
Qualities of an Effective Team
Qualities of an Ineffective Team
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
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
GO TEAM WORKSHEET