Instructional Framework

Nursing Services 51.3902.00

This Instructional Framework identifies, explains, and expands the content of the standards/measurement criteria, and, as well, guides the development of multiple-choice items for the Technical Skills Assessment. This document corresponds with the Technical Standards endorsed on April 26, 2018.

Domain 1: Functional Care Instructional Time: 45-55% STANDARD 4.0 APPLY PRINCIPLES OF BODY MECHANICS WHEN POSITIONING, TRANSPORTING, TRANSFERRING, AND AMBULATING RESIDENTS/PATIENTS	
4.2 Identify and use different techniques for positioning residents/patients in bed (e.g., side lying, supine, prone, Sim's, high and low Fowler's, Trendelenburg, lithotomy, and orthopneic)	PositioningBody mechanics
4.3 Identify and use different techniques for turning residents/patients (e.g., logroll, draw sheet, and move up in bed)	Techniques for turning and positioningBody mechanics
4.4 Identify and use assistive devices and techniques to aid in ambulating residents/patients (e.g., crutches, cane, walker, wheelchair, dangling, and gait belt)	 Techniques to aid in ambulation Procedure to use assistive devices
4.5 Identify and use assistive devices and techniques to aid in transferring residents/patients (e.g., gait belt, mechanical lifts, slide board, lift sheet, and stretcher)	When/how and appropriate safety measures in use of assistive devices
4.6 Assist residents/patients to transfer from bed to chair and chair to bed using pivot and ambulatory techniques	 Proper transfer technique Body mechanics Proper equipment use
4.7 Assist resident/patient to ambulate with and without a gait belt	Use of gait beltBody mechanics

4.8 Demonstrate proper positioning of the resident/patient in a wheelchair	Body alignment in wheelchair
4.9 Assist and care for the resident/patient who is falling or who has fallen	 Ease resident/patient to the ground in the event of falling Body mechanics Proper equipment use
4.10 Identify and use safety procedures when positioning, transferring, transporting, and lifting residents/patients	 Lock brakes on wheelchair and bed Use of proper equipment Use of proper body mechanics
4.11 Determine the purpose and procedure for active and passive range of motion exercises	 Shoulder range of motion Hip/knee range of motion Active, active assist, and passive range of motion
4.12 Identify and the purpose continuous passive motion (CPM) devices	Purpose of CPM devicePositioning
STANDARD 8.0 MEASURE AND RECORD VITAL SIGNS	
8.1 Analyze purpose, influencing factors (e.g., confused patient, infant, and child), and procedures (e.g., digital, electronic, oral, rectal, axillary, and tympanic) for measuring and recording temperature	 Temperature sites Influencing factors when taking temperature (different types of patients) Identify normal temperature and age-related variation Report abnormal findings to licensed personnel
8.2 Analyze purpose, influencing factors, and procedures for measuring and recording pulse rate (e.g., radial, apical, carotid, and brachial)	 Pulse sites Normal pulse and age-related variation Influencing factors when taking pulse Report abnormal findings to licensed personnel
8.3 Analyze purpose, influencing factors, and procedures for measuring and recording respirations	 Normal respiration and age-related variation Influencing factors when taking respiration
8.4 Analyze purpose, influencing factors, and procedures for measuring and recording blood pressure	 Normal blood pressure and age-related variation Influencing factors when taking blood pressure Report abnormal findings to licensed personnel
8.5 Analyze purpose, influencing factors, and procedures for measuring and recording height and weight (e.g., upright/standing, bed, chair, and scale)	 Normal and baseline weight Influencing factors when measuring height and weight Report abnormal findings to licensed personnel

8.6 Analyze purpose, influencing factors, and procedures for measuring and recording oxygen saturation using an oximeter	 Normal oxygen saturation Influencing factors when taking pulse oximeter Report abnormal findings to licensed personnel
8.7 Identify and analyze common signs, symptoms, and behavior relative to pain and report to licensed personnel	Pain scaleInfluencing factors when identifying pain
8.8 Report observations of changes in vital signs to licensed personnel according to protocol (e.g., tachycardia, bradypnea, arrhythmia, tachypnea, hypertension, and pain)	 Normal vs abnormal vital signs Importance of reporting abnormal vital signs to licensed personnel
8.9 Identify and apply noninvasive pain relief measures within scope of practice	Comfort measures
STANDARD 9.0 DEMONSTRATE PERSONAL CARE AND GROOMING PREFERENCES	WITH CONSIDERATION TO CULTURAL AND PERSONAL
9.1 Determine purpose and procedure for bathing residents/patients (e.g., complete bed bath, partial bath, tub bath, whirlpool, and shower)	 Skin care Privacy Water temperature Types of bathing
9.2 Provide skin care including back rub, massage procedures, and frequent turning	 Skin care Back rub Privacy Turn every 2 hours Inspection of skin
9.3 Identify and report skin problems including the four major stages of decubitus ulcer	 Inspection of skin Signs and symptoms of decubitus injury Report to licensed personnel
9.4 Determine purpose and procedure for perineal care	Purpose and procedure for perineal carePrivacy
9.5 Determine purpose and procedure for catheter care	Purpose and procedure for catheter carePrivacy
9.6 Determine purpose and procedure for oral care	Purpose and procedure for oral care
9.7 Determine purpose and procedure for hair care	Purpose and procedure for hair care

9.8 Determine purpose and procedure for nail care	Purpose and procedure for nail care	
9.9 Determine the procedure for shaving a resident/patient	Purpose and procedure for shaving	
9.10 Assist resident/patient with dressing and undressing, including gown change	 Purpose and procedure for dressing/undressing Privacy 	
9.11 Examine the use and care of prosthetic and orthotic devices	 Hearing aids Artificial eye Glasses Dentures Prosthetics Orthotic devices 	
9.12 Determine purpose and procedure for bedmaking (occupied and unoccupied)	 Types of bedmaking (open, closed, surgical) Types of linen Pillows Bed height 	
9.13 Determine purpose and methods for pressure reduction (e.g., floating heels and repositioning)	 Reposition and turn every 2 hours Specialty mattress Alternating pressure mattress Sheepskin 	
STANDARD 11.0 APPLY THE PRINCIPLES OF BASIC NUTRITION TO RESIDENT CARE		
11.1 Identify principles of nutrition (e.g., essential nutrient groups, Food pyramids, physiological needs, and serving sizes)	My plate	
11.2 Identify alternative feeding methods	Oral feedingParenteral feedingTube feeding	
11.3 Explain optimal nutritional needs for the resident across the life span	Dietary needs are different based on stage of life, age, activity level	
11.4 Examine therapeutic diets (e.g., liquid, low sodium, diabetic, and high fiber)	Dietary needs are different based on disease process	
11.5 Present meals in facility	Follow facility guidelinesSocialization during the dining experience	

11.6 Restrict and record fluids	NPOFluid restrictionI&O documentation
11.7 Assist with eating using assistive devices	Types of feeding adaptive devices
11.8 Examine dietary concerns associated with age-related problems (e.g., denture problems and reduced sense of taste); situational factors (e.g., depression and dysphagia), and aspects of nursing assistant care (e.g., socialization and comfort foods)	 Positioning of patient Check diet card Thickened liquids Socialization during the dining experience
11.9 Identify personal, cultural, religious, and medical conditions leading to variations in the diet	 Cultural and religious dietary needs Therapeutic diets Check diet card
11.10 Ensure that residents receive diets as ordered	Check diet card
11.11 Measure and record nutritional data, including meal percentage, intake and output	I&O documentationCalculation of meal percentageMeasure in ml
STANDARD 12.0 FACILITATE ACTIVITIES RELATED TO ELIMINATIO	N
12.1 Assist with toileting (e.g., bedpan, urinal, commode and toilet seat extension, and bladder training)	Toileting proceduresPrivacy
12.2 Measure, calculate, and record fluid intake and output in ounces and milliliters	I&O documentation
12.3 Assist with alternative methods of elimination (e.g., ostomy, urostomy, and foley catheter)	 Alternative toileting procedures Foley catheter bag placement Ostomy Foley care Privacy
12.4 Care for the resident who is incontinent	 Bladder training Skin care Brief change Privacy
12.5 Care for the resident who is vomiting	Emesis basinOral care

	PrivacyReport to license personnel
STANDARD 13.0 PROVIDE CARE FOR THE PERI-OPERATIVE RESID	DENT AND/OR RESIDENT WITH SPECIAL NEEDS
13.1 Determine purpose and procedure for assisting with preoperative care according to protocol (e.g., NPO orders, ID band, and surgical checklist)	 NPO Surgical checklist Patient identification Preoperative teaching
13.2 Determine purpose and procedure for assisting with postoperative care per protocol (e.g., ID band, airway maintenance, N/V, and surgical bed)	 Patient identification Positioning of patient
13.3 Determine purpose and procedure for positioning and caring for resident receiving tube feeding	 Different types of tube feeding Positioning of patient Skin/oral care Equipment management
13.4 Determine purpose and procedure for caring for residents/patients with feeding tubes	 Different types of tube feeding Positioning of patient Skin/oral care Equipment management
13.5 Determine purpose and procedure for caring for residents with gravity and sump drains	 Different types of tube feeding Positioning of patient Skin/oral care Equipment management
13.6 Examine complications with improper positioning and surgical gravity drain	 Aspiration Infection Sepsis Adverse reaction
13.7 Measure and record intake and output	I & O documentation
13.8 Determine purpose and procedure for applying binders	 Types of binders Skin care Medical condition (surgical, abdominal) Purpose of binder

13.9 Determine purpose and procedure for applying support, anti- embolism, and compression hose	 Application of stockings Types of stockings Skin care Observation of circulation 	
13.10 Determine purpose and procedure for applying and maintaining dressings	 Application of dressings Types of dressings Skin care Observation of circulation 	
13.11 Report status, observations, resident response to binders, bandages, and dressings	 Patient comfort Skin care Report to license personnel 	
13.12 Follow policy and protocol for heat and cold treatments	 Age considerations Appropriate temperature range for heat and cold treatments 	
STANDARD 17.0 CARE FOR DYING RESIDENTS AND THEIR FAMILIES		
17.1 Describe the stages of grieving and death and dying process	Stages of grief	
17.2 Explain the role of hospice in end-of-life care	Role of hospice and palliative care	
17.3 Assist with care for the dying resident/patient and support for the family considering physical needs, spiritual, and cultural beliefs	Stages of griefSupportive care	
17.4 Determine purpose and procedure for postmortem care (e.g., positioning, respect, dress, and organ donation)	Procedure for postmortem care	

Domain 2: Care Basics	
Instructional Time: 20-30%	
STANDARD 1.0 EXAMINE THE HEALTHCARE COMMUNITY AND THE ROLES AND RESPONSIBILITIES OF THE HEALTHCARE TEAM	
1.1 Identify essential functions, similarities, and differences of healthcare facilities (e.g., acute care, long-term care, assisted living, homecare, rehabilitation, and hospice)	 Types of healthcare facilities Type of patient/resident in each facility Duties of healthcare professionals in each facility Services offered in healthcare facilities

1.2 Explain the organizational structure and essential duties, including delegation process of the healthcare team within a healthcare facility [e.g., physician, physician's assistant, RN, LPN, nursing assistant, nurse practitioner, discharge coordinator, home health aide, and therapists (physical, occupational, and respiratory)]	 Chain of command Delegation Duties of healthcare professionals
1.3 Explain the role of the nursing assistant as outlined in regulatory and professional guidelines [e.g., Omnibus Budget Reconciliation Act (OBRA), Arizona State Board of Nursing Standards of Conduct (R4-19-814), ethics in the workplace, informed consent, and advance directives]	 OBRA Arizona State Board of Nursing Roles of CAN Scope of practice Insurance reimbursement Advanced directives OSHA
1.4 Demonstrate professional work habits and time management skills	Duties of healthcare professionals
STANDARD 2.0 DEMONSTRATE ETHICAL AND LEGAL CONDUCT IN	ALL NURSING ACTIVITIES
2.1 Examine ethical and legal issues and the standards for healthcare professions (e.g., nursing code of ethics, facility ethical protocol, and appropriate legal documents)	 Code of ethics Legal terms HIPAA Confidentiality
2.2 Explain state certification and renewal requirements including criminal conduct	Arizona State Board of Nursing
2.3 Identify the standards of conduct that the nurse assistant must maintain in his or her daily care of residents	Code of ethicsConfidentialityScope of practice
2.4 Examine the effect of personal ethics, morals, and values in nursing services	Code of ethicsConfidentialityScope of practice
2.5 Compare and contrast behaviors and practices that could result in malpractice, liability, or negligence	 Code of ethics Legal terms Confidentiality HIPAA Abuse Scope of practice

2.6 Explain the Patient's Bill of Rights (e.g., right for privacy and confidentiality; right to be free from abuse, mistreatment, and neglect; right to be free from restraints; right to make personal choices; right to obtain assistance in resolving grievances and disputes; and security of personal property)	 Bill of Rights Code of ethics Ombudsman OBRA Abuse/neglect
2.7 Comply with legal, regulatory, and accreditation standards or codes such as the Health Insurance Portability and Accountability Act (HIPAA)	HIPAAConfidentiality
2.8 Review methods and protocol for reporting instances or suspicion of abuse, mistreatment, or neglect	 Types of abuse Mandatory reporting/reporter Documentation Signs and symptoms of abuse Vulnerable populations Legal terms
2.9 Follow the standard for workers' rights, harassment, labor, and employment laws	 OSHA Employee rights Workplace violence Incident reporting and compensation
STANDARD 6.0 EXAMINE HUMAN BODY SYSTEMS FOR COMMON (CONDITIONS, DISORDERS, AND CARE
6.1 Describe the characteristics of homeostasis	Homeostasis
6.2 Describe the major body systems, organs, cell functions, anatomical terms, and tissues (e.g., nervous, connective, muscular, and epithelial)	AnatomyPhysiology
6.3 Use medical terminology as it relates to body systems and their functions	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes Medical terms/abbreviations
6.4 Identify the function, structure, common health problems, and agerelated changes of the integumentary system (e.g., bruises, skin tears, rashes, decubitus ulcers, shingles, lice/scabies, and gangrene)	 Normal vs abnormal conditions Anatomy Physiology Disease process

6.5 Identify the function, structure, common health problems, and agerelated changes of the musculoskeletal system (e.g., arthritis, osteoporosis, fractures, amputations, muscle atrophy, and joint replacement)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.6 Identify the function, structure, common health problems, and agerelated changes of the nervous system (e.g., cerebral vascular accident, Parkinson's disease, dementia/Alzheimer's, spinal cord/head injuries, seizures, and multiple sclerosis)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.7 Identify the function, structure, common health problems, and agerelated changes of the sensory system (e.g., cataracts, glaucoma, macular degeneration, hearing loss, and neuropathy)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.8 Identify the function, structure, common health problems, and agerelated changes of the circulatory system (e.g., angina, myocardial infarction, coronary disease, congestive heart failure, and hypertension)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.9 Identify the function, structure, common health problems, and agerelated changes of the respiratory system (e.g., COPD, bronchitis, asthma, TB, pneumonia, and oxygen therapy)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.10 Identify the function, structure, common health problems, and agerelated changes of the gastrointestinal system (e.g., constipation/fecal impaction, gastroesophageal reflux disease, ulcers, hernias, gallbladder disease, diverticulitis, colon cancer, Crohn's disease, and celiac disease)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.11 Identify the function, structure, common health problems, and agerelated changes of the urinary system (e.g., renal failure, urinary tract infection, incontinence, and kidney stones)	 Normal vs abnormal conditions Anatomy Physiology Disease process

	Normal age-related changes
6.12 Identify the function, structure, common health problems, and agerelated changes of the endocrine system (e.g., diabetes mellitus, and thyroid disease)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
6.13 Identify the function, structure, common health problems, and agerelated changes of the reproductive system (e.g., BPH, prolapsed uterus, cancer, pregnancy-related conditions, endometriosis, and STD)	 Normal vs abnormal conditions Anatomy Physiology Disease process Normal age-related changes
STANDARD 7.0 COMMUNICATE EFFECTIVELY WITH EACH OTHER MEDICAL TERMINOLOGY	AND RESIDENTS, AND REPORT MEDICAL INFORMATION USING
7.1 Use medical terminology to interpret and communicate information, data, and observations including sound-alike and look-alike terms	 Prefix Suffix Root word Medical vocabulary
7.2 Respond effectively to resident's behavior in a positive non-threatening manner	 Calm voice Non demanding Positivity De-escalation techniques Reinforcement
7.3 Observe and describe resident's physical and emotional condition changes	Normal vs abnormal conditionsEmotions
7.4 Communicate appropriately with residents who have sensory deficits (e.g., hearing, visual, and cognitively impaired; aphasic, and comatose; and physically and verbally aggressive)	 Techniques for handling impairment Techniques for handling prosthetic devices Safety De-escalation techniques
STANDARD 14.0 ASSIST WITH ADMISSION, TRANSFER, AND DISCHARGE	
14.1 Explain the procedure for admitting a resident	 Admission checklist Belongings list Valuable belongings Orientation to room and facility

	Baseline vital signs/height and weightReason for admission
14.2 Explain the procedure for transferring a resident	 Reason for transfer Belongings list Orientation to new room Report to new unit
14.3 Explain the procedure for discharging resident	 Reason for discharge Discharge paperwork Liability of facility Belongings Reinforce discharge teaching
14.4 Maintain safekeeping of resident's belongings and personal possessions according to facility policy	Valuable belongingsProcedures for care and documentation of belongings

Domain 3: Health and Safety Instructional Time: 15-20%		
STANDARD 3.0 APPLY STANDARD PRECAUTIONS AND INFECTION CONTROL MEASURES		
3.1 Explain the infectious process and modes of disease transmission	 Chain of infection Virus, bacteria, protozoa, and fungus Clean vs sterile Normal flora Resistant organisms Nosocomial infection (hai) 	
3.2 Examine the Center for Disease Control (CDC) and Prevention guidelines related to body substances and Standard Precautions (e.g., respiratory hygiene, exposure incidents, and transmission-based precautions)	 Handwashing PPE Clean vs sterile Types of isolation Asepsis 	
3.3 Examine the Occupational Safety and Health Administration (OSHA) guidelines related to body substance and Standard Precautions (e.g., bloodborne pathogen and methods for reducing infection)	 PPE Handwashing Hepatitis HIV/AIDS 	

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3.4 Explain the general principles of asepsis (e.g., clean, medical, sterile, and disinfection)	 PPE Handwashing Clean vs sterile Autoclave Isolation precautions
3.5 Demonstrate the principles of hand hygiene	Handwashing
3.6 Explain the isolation procedures	 PPE Standard precautions Communicable disease Droplet Contact Airborne Reverse isolation
3.7 Explain and demonstrate the use of Personal Protective Equipment (PPE)	 Gown Mask Gloves Eye protection Hat shoe covers Biohazard bag
STANDARD 5.0 PROVIDE BASIC EMERGENCY CARE	
5.1 Recognize emergency situations/changes in condition and notify appropriate personnel following protocol (e.g., asphyxia, stroke/TIA, anaphylaxis, seizure, poisonings, fainting, and hemorrhaging)	 Sign and symptoms First aid Notifying emergency personnel Standard precautions Incident command
5.2 Demonstrate basic life support (CPR) at the minimum accepted standard of practice (e.g., compression, AED, and breathing techniques)	 CPR AED CAB (aka ABC) Notify emergency personnel Standard precautions/PPE
5.3 Perform standard first aid skills (e.g., hemorrhage, shock, fainting, and burns)	First aid skillsEpi penNotify emergency personnel

	Standard precautions
5.4 Perform abdominal thrusts for the choking victim	Abdominal thrustsNotify emergency personnel
STANDARD 10.0 MAINTAIN A SAFE AND CLEAN ENVIRONMENT FOR RESIDENTS AND OTHERS	
10.1 Identify measures to prevent or control workplace violence (e.g., facility policies and procedures and personal safety practices)	Workplace violence
10.2 Apply safety precautions related to age of residents (e.g., flooring, bed elevation, shoes/dress, and cords)	 Bed height Types of shoes Lock brakes Call light Clean spills Environment safety
10.3 Explain risk management protocols in the healthcare environment (e.g., incident reporting and fall risk)	 Environment safety Incident report SDS Identify patient risks Posting of appropriate signage
10.4 Apply emergency procedures (e.g., fire, chemical, biohazard, radiation, and community disasters)	Incident command systemSDSTypes of disasters
10.5 Maintain equipment to ensure safe use (e.g., cleaning and check safety cords)	Appropriate taggingReport to appropriate personnel
10.6 Comply with hazardous labeling requirements, safety signs, and symbols	Posting of appropriate signage
10.7 Handle and dispose of contaminated and hazardous items according to standards and procedures	 CDC SDS Sharps container Biohazard bags
10.8 Position call light for easy access (e.g., toileting, ambulating, and pain medication)	Call light

10.9 Provide care within scope of practice to residents receiving oxygen (e.g., securing oxygen, transporting oxygen, oxygen signage, cylinder care, and risks)	Procedures for oxygen use	
10.10 Demonstrate proper handling and safe use of oxygen delivery system/equipment (e.g., transporting system, nasal cannula, face mask, and removal and application of oxygen)	Oxygen equipmentOxygen delivery methods	
10.11 Explain how to work with the resident's family as a source of emotional support for the resident	 Care plan HIPAA Understanding scope of practice 	
STANDARD 15.0 ASSIST WITH DIAGNOSTIC TESTING AND EXAMINATIONS		
15.1 Determine purpose and procedure for collection, labeling, and sending specimen for analysis according to protocol (e.g., sputum, stool, urine, and blood)	 Hemoccult slides Rules for specimen collection (9 rights) Specimen collection devices 	
15.2 Determine purpose and procedure for diagnostic testing (e.g., culture and sensitivity, clean catch, sterile, and 24-hour)	Specimen collection devicesRules for specimen collection (9 rights)	
STANDARD 16.0 ASSIST IN IDENTIFYING BEHAVIORAL HEALTH AND CARING FOR MENTAL HEALTH AND SOCIAL SERVICE NEEDS OF RESIDENTS		
16.1 Discuss basic human needs of the individual (e.g., throughout the lifespan, including physical, socio-cultural, social service and mental health needs, developmental tasks with aging, mental and behavior changes, and role of the elderly in a community)	Maslow	
16.2 Explain how cultural and spiritual attitudes may influence psychological responses	CulturesSpiritual beliefsFreud	
16.3 Respect and accommodate cultural and spiritual differences	CulturesSpiritual beliefs	
16.4 Modify personal behavior in response to resident behavior	Coping techniques	
16.5 Determine purpose and techniques for addressing needs and behaviors of individuals with dementia, Alzheimer's, and other cognitive or sensory deficits (e.g., cognitive impairments, anger, depression, and unresponsiveness)	 Normal vs abnormal conditions Disease process Sundowning Validation therapy 	

	Reality orientationReminiscence therapy
16.6 Describe special needs of residents with a mental health diagnosis	 Normal vs abnormal conditions Disease process Behavior modification
16.7 Describe special needs of residents in long-term care/alternative care facilities	Normal vs abnormal conditionsNormal age-related changes

