

Student Name \_\_\_\_\_ Instructor Name \_\_\_\_\_

High School or Vocational Center \_\_\_\_\_ Grade \_\_\_\_\_

**COMPETENCY RECORD FOR ARTICULATION**  
**Muskegon Community College**  
**Allied Health**

Please check below each outcome the student has mastered as described, with 80 percent accuracy, or with an A or B grade. The objectives needed for articulation of each course are listed.

AH-107  
 Nurse Aide/Home Health Aide  
 5 Credit Hours

Successful completion of this class will allow the participant to take the State Nurse Aide Competency Exam and Home Health Care Exam. These exams must be completed within one (1) year. Individuals who take the course and pass the exam will be placed on the State of Michigan Nurse Aide Registry or allow the student to use the training to apply for certification in another state, according to Federal regulations.

| OBJECTIVES  | Satisfactory | Unsatisfactory |
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| <b>STUDENTS MUST BE ABLE TO DO THE FOLLOWING:</b>   |              |                |
| <b>Be free of communicable disease and demonstrate ability to meet the essential functions of the occupation, and have a clear criminal background check.</b> |              |                |
| <b>THE LONG-TERM CARE FACILITY</b>  |              |                |
| 1. Describe three basic purposes of long-term care facilities   |              |                |
| 2. Name two types of long-term care facilities  |              |                |
| 3. Identify a major legal responsibility of the long-term care facility   |              |                |
| 4. Give two (2) examples of ethical issues faced by long-term care facilities   |              |                |
| 5.  |              |                |
| 6. Describe the basic organizational structure of a long-term care facility   |              |                |
| 7. Describe the roles and relationships of workers in a long-term care facility   |              |                |
| 8. Give examples of standards for long-term care facilities   |              |                |
| <b>THE LONG-TERM CARE RESIDENT</b>  |              |                |
| 1. Describe common physical changes of aging and their impact on function   |              |                |
| 2. Describe major life changes and losses experienced by residents of long-term care facilities   |              |                |
| 3. Describe common chronic illnesses of the long-term care resident   |              |                |
| 4. Describe ways to meet long-term care resident' psychosocial needs  |              |                |
| 5. Identify the role of family members of significant others in identification of the resident's needs and development of care plan                           |              |                |
| 6. Discuss cultural and religious differences that may influence values and preferences   |              |                |

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| <b>RESIDENT RIGHTS</b>   |  |  |
| 1. Describe the rights of the resident as specified in the Michigan Public Health Code   |  |  |
| 2. Explain ways that the nurse aide can promote/protect resident rights  |  |  |
| 3. Define and give an example of <ul style="list-style-type: none"> <li>a) Abuse</li> <li>b) Neglect</li> <li>c) Exploitation</li> <li>d) Endangerment</li> </ul>    |  |  |
| 4. Identify common situations that may cause abuse, neglect, endangerment or exploitation  |  |  |
| 5. Explain the procedure and requirements for reporting abuse  |  |  |
| 6. Describe the nurse aide's responsibilities in an investigation of abuse   |  |  |
| 7. Identify penalties incurred for substantiated claims of abuse/neglect   |  |  |
| <b>THE NURSE AIDE AS A MEMBER OF THE HEALTH CARE TEAM</b>  |  |  |
| 1. Describe the role and responsibility of the nurse aide in a long-term care facility   |  |  |
| 2. Identify ethical behaviors of the nurse aide  |  |  |
| 3. Identify communication strategies to assist residents who have special needs  |  |  |
| 4. Discuss strategies to resolve conflicts between: <ul style="list-style-type: none"> <li>a) Residents</li> <li>b) Staff</li> <li>c) Residents and staff</li> </ul> |  |  |
| <b>INFECTION CONTROL</b>   |  |  |
| 1. Define infection  |  |  |
| 2. Identify common causes of infection   |  |  |
| 3. Describe ways that infection is spread among nursing home residents   |  |  |
| 4. Name the most common infectious organisms found in nursing home residents   |  |  |
| 5. Identify requirements needed for the growth of microorganisms   |  |  |
| 6. Explain why elderly people are susceptible to infection   |  |  |
| 7. Identify common signs and symptoms of infection   |  |  |
| 8. Discuss the nurse aide's responsibility in reporting and recording observations of the resident who has an infection  |  |  |
| 9. Describe ways to prevent and control infection in the nursing home resident and health care worker  |  |  |
| 10. Define Universal Precautions   |  |  |
| 11. Give examples of the appropriate use of Universal Precautions  |  |  |
| 12. Demonstrate Universal Precautions  |  |  |
| 13. Demonstrate handwashing  |  |  |
| 14. Demonstrate isolation technique  |  |  |
| <b>SAFETY/EMERGENCY PROCEDURES</b>   |  |  |
| 1. Identify common emergency situations which occur in a nursing home  |  |  |
| 2. Identify common causes of resident falls  |  |  |
| 3. Describe three (3) ways to prevent falls in a nursing home resident   |  |  |
| 4. Demonstrate the appropriate response/action for a nurse aide when a resident falls  |  |  |
| 5. Identify common causes for respiratory emergencies in the nursing home resident   |  |  |

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| 6. List three (3) ways to prevent respiratory emergencies in the nursing home resident   |  |  |
| 7. Describe the appropriate nurse aide response/action for a resident in respiratory distress/arrest   |  |  |
| 8. Demonstrate the Heimlich Maneuver   |  |  |
| 9. Identify the signs of cardiac arrest  |  |  |
| 10. Describe the appropriate nurse aide response/action when a resident is in cardiac arrest   |  |  |
| 11. Demonstrate the nurse aide's appropriate action for a resident experiencing a seizure  |  |  |
| 12. List common reasons why a resident may lose consciousness  |  |  |
| 13. Demonstrate the appropriate nurse aide response/action for the unconscious resident  |  |  |
| 14. Identify common causes for burns in the nursing home resident  |  |  |
| 15. Describe ways to prevent burns in a nursing home resident  |  |  |
| 16. Demonstrate the appropriate action/response for a nurse aide when a resident is burned   |  |  |
| 17. Identify common causes for bleeding/lacerations in the nursing home resident   |  |  |
| 18. Describe ways to prevent bleeding/lacerations in the nursing home resident   |  |  |
| 19. Demonstrate the appropriate nurse aide action/response for the resident who is bleeding  |  |  |
| 20. Describe safety practices to prevent fires in the nursing home   |  |  |
| 21. Demonstrate the appropriate action/response of a nurse aide if a fire occurs in the nursing home   |  |  |
| 22. Describe the appropriate action for the nurse aide during severe weather   |  |  |
| 23. Describe the appropriate action for the nurse aide during a power failure  |  |  |
| <b>PERSONAL CARE SKILLS</b>  |  |  |
| 1. Describe factors which ensure the comfort, dignity, safety, cleanliness, and independence of the resident in the provision of personal care |  |  |
| 2. Give three (3) reasons why personal care is essential to a long-term care resident  |  |  |
| 3. Explain the components of personal care   |  |  |
| 4. Demonstrate basic personal care skills  |  |  |
| 5. Identify observations the nurse aide should make during the provision of personal care  |  |  |
| 6. Discuss the nurse aide's responsibility in reporting and recording observations noted during the provision of personal care                 |  |  |
| <b>BASIC PERSONAL CARE SKILLS</b>  |  |  |
| <b>ORAL HYGIENE</b>  |  |  |
| 1. Define oral hygiene   |  |  |
| 2. Discuss the importance and frequency of oral hygiene  |  |  |
| 3. Identify the levels of assistance required for oral hygiene   |  |  |
| 4. Identify safety precautions for the nurse aide providing oral hygiene   |  |  |
| 5. Demonstrate oral hygiene for the resident with natural teeth  |  |  |
| 6. Demonstrate oral hygiene for the resident with dentures   |  |  |
| 7. Identify special precautions used in the care of dentures   |  |  |

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| 8. Demonstrate oral hygiene for the resident without teeth or dentures   |  |  |
| 9. Demonstrate oral hygiene for the resident with special needs  |  |  |
| 10. Discuss the nurse aide's responsibility in reporting and recording observations noted during the provision of oral hygiene         |  |  |
| <b>SKIN CARE</b>   |  |  |
| 1. Describe skin changes that occur with aging   |  |  |
| 2. Explain the importance of skin care   |  |  |
| 3. Identify skin care needs  |  |  |
| 4. Identify methods to maintain healthy skin   |  |  |
| 5. Demonstrate techniques for proper skin care   |  |  |
| 6. Discuss the nurse aide's responsibility in recording and reporting observations noted during the provision of skin care             |  |  |
| 7. Identify conditions that predispose a resident to skin problems   |  |  |
| <b>HAND AND FOOT CARE</b>  |  |  |
| 1. Describe the importance of hand and fingernail care for the nursing home resident   |  |  |
| 2. Identify observations the nurse aide should make during hand and fingernail care  |  |  |
| 3. Discuss the nurse aide's responsibility in reporting and recording observations noted during hand and fingernail care               |  |  |
| 4. Demonstrate cleaning filing and trimming of residents' fingernails  |  |  |
| 5. Discuss the importance of foot and toenail care for the nursing home resident   |  |  |
| 6. Identify observations the nurse aide should make during foot care   |  |  |
| 7. Discuss the nurse aide's responsibility in reporting and recording observations noted during the provision of foot care             |  |  |
| 8. Identify risk factors and problems that may require a nurse or a podiatrist to perform foot and toenail care                        |  |  |
| 9. Give examples of problems and consequences that may result from toenail care of neglected nails                                     |  |  |
| 10. Identify the importance of proper fit of shoes, socks, and slippers  |  |  |
| 11. Demonstrate foot care  |  |  |
| <b>HAIR CARE AND SHAVING</b>   |  |  |
| 1. Discuss the importance of hair care and shaving   |  |  |
| 2. Identify observations the nurse aide should make during hair care and shaving   |  |  |
| 3. Discuss the nurse aide's responsibility in reporting and recording observations noted during the provision of hair care and shaving |  |  |
| 4. Demonstrate hair care for a male and female using the appropriate level of assistance   |  |  |
| 5. Demonstrate shaving the male resident using the appropriate level of assistance   |  |  |
| 6. Demonstrate shaving/hair removal for a female resident using the appropriate level of assistance                                    |  |  |
| <b>PERINEAL CARE</b>   |  |  |
| 1. Define perineal care  |  |  |
| 2. Discuss the importance of perineal care   |  |  |
| 3. Identify observations the nurse aide should make during the provision of perineal care  |  |  |

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| 4. Discuss the nurse aide's responsibility in reporting and recording observations made during the provision of perineal care |  |  |
| 5. Give examples of problems/conditions that necessitate frequent perineal care   |  |  |
| 6. Demonstrate perineal care for male and female residents  |  |  |
| <b>BATHING – BED/TUB/SHOWER</b>   |  |  |
| 1. Discuss the importance of bathing  |  |  |
| 2. Describe factors which ensure the comfort dignity, safety, cleanliness and independence of a resident who is being bathed  |  |  |
| 3. Identify types of baths  |  |  |
| 4. Identify the levels of assistance that may be required for bathing   |  |  |
| 5. Identify observations the nurse aide should make while bathing a resident  |  |  |
| 6. Discuss the nurse aide's responsibility in reporting and recording observations made while bathing a resident              |  |  |
| 7. Demonstrate <ul style="list-style-type: none"> <li>a) Bed bath</li> <li>b) Tub bath</li> <li>c) Shower</li> </ul>          |  |  |
| <b>DRESSING AND APPEARANCE</b>  |  |  |
| 1. Identify the importance of clean, appropriate dress and appearance for the nursing home resident                           |  |  |
| 2. Discuss ways to promote resident rights in relation to dress and appearance  |  |  |
| 3. Identify observation the nurse aide should report while dressing a resident  |  |  |
| 4. Demonstrate dressing a resident using the appropriate level of assistance  |  |  |
| 5. Describe ways to enhance a resident's appearance according to resident's preference and/or past preference and lifestyle   |  |  |
| <b>ENVIRONMENT</b>  |  |  |
| 1. Define resident environment  |  |  |
| 2. Discuss the importance of resident's personal space  |  |  |
| 3. Identify unsafe conditions in the resident's environment   |  |  |
| 4. Identify resident risks that may result from unsafe conditions   |  |  |
| 5. Describe ways the nurse aide can maintain a safe environment for the nursing home resident                                 |  |  |
| 6. Explain the nurse aide's role in reporting and recording conditions in the resident's environment                          |  |  |
| 7. Define an occupied and an unoccupied bed   |  |  |
| 8. Describe the importance of handling bed linen properly   |  |  |
| 9. Identify situations when a resident's bed linen should be changed  |  |  |
| 10. Identify special equipment that may be used on the bed  |  |  |
| 11. Demonstrate operation of the bed  |  |  |
| 12. Demonstrate making an occupied and unoccupied bed   |  |  |
| <b>CARE OF THE RESIDENT WITH COGNITIVE IMPAIRMENT</b>   |  |  |
| 1. Define cognitive impairment  |  |  |
| 2. Identify causes of cognitive impairment  |  |  |
| 3. Define dementia  |  |  |

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| 4. Discuss the importance of understanding cognitive impairment and dementia and appropriate ways to care for the resident with cognitive impairment |  |  |
| 5. Describe the effects of cognitive impairment and implications for care  |  |  |
| 6. Discuss common causes of increased confusion and/or altered behavior in the resident with cognitive impairment                                    |  |  |
| 7. Describe ways to minimize confusion and prevent altered behavior in the resident with cognitive impairment  |  |  |
| 8. Discuss ways to deal with the resident behaviors  |  |  |
| 9. Describe ways to prevent and eliminate the use of physical and chemical restraints in the resident with cognitive impairment                      |  |  |
| 10. Describe ways to promote resident rights for the person with cognitive impairment  |  |  |
| 11. Describe feelings and attitudes a nurse aide may experience in caring for a resident with cognitive impairment                                   |  |  |
| 12. Discuss ways to use the resident's family/significant other as a source of information and support   |  |  |
| <b>CREATING AN ENVIRONMENT FOR RESTRAINT ELIMINATION, REDUCTION, APPROPRIATE USE</b>   |  |  |
| 1. Identify strategies to reduce or eliminate the use of physical and chemical restraints  |  |  |
| 2. Define physical restraint   |  |  |
| 3. Identify devices in a nursing facility that could meet the definition of physical restraint   |  |  |
| 4. Give examples for the use of physical restraints<br>a) Appropriate<br>b) Inappropriate  |  |  |
| 5. Demonstrate the application and removal of physical restraints  |  |  |
| 6. Identify appropriate observations to make while a resident is physically restrained   |  |  |
| 7. Define chemical restraint   |  |  |
| 8. Describe the possible effects of chemical restraints  |  |  |
| 9. Give examples for use of chemical restraints<br>a) Appropriate<br>b) Inappropriate  |  |  |
| 10. Identify appropriate observations to be made for a resident who is chemically restrained   |  |  |
| 11. Discuss possible outcomes of restraint use (physical and chemical)   |  |  |
| <b>VITAL SIGNS, HEIGHT, WEIGHT</b>   |  |  |
| 1. Define body temperature   |  |  |
| 2. Identify ways of taking a resident's temperature  |  |  |
| 3. Identify normal range for body temperature  |  |  |
| 4. Describe factors and conditions that affect body temperature  |  |  |
| 5. Demonstrate taking and recording a resident's temperature<br>a) Oral<br>b) Rectal<br>c) Axillary  |  |  |
| 6. Define pulse  |  |  |
| 7. Identify the method used by a nurse aide to take a resident's pulse   |  |  |
| 8. Identify normal range for pulse   |  |  |
| 9. Describe factors/conditions that affect pulse rate  |  |  |

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| 10. Demonstrate taking and recording a resident's pulse   |  |  |
| 11. Define respiration  |  |  |
| 12. Identify normal range for respirations  |  |  |
| 13. Describe factors/conditions that affect respiratory rate  |  |  |
| 14. Demonstrate taking and recording a resident's respiration   |  |  |
| 15. Define blood pressure   |  |  |
| 16. Identify types of equipment for taking blood pressure   |  |  |
| 17. Identify factors that affect blood pressure   |  |  |
| 18. Demonstrate taking and recording blood pressure   |  |  |
| 19. Describe importance of taking the resident's height and weight  |  |  |
| 20. Identify factors that affect a resident's height and weight   |  |  |
| 21. Demonstrate taking and recording a resident's weight<br>a) Resident who is standing<br>b) Resident who is unable to stand |  |  |
| 22. Demonstrate taking and recording a resident's height<br>a) Resident who is standing<br>b) Resident who is unable to stand |  |  |
| 23. Describe the nurse aide's responsibility in reporting and recording vital signs, height, and weight                       |  |  |
| <b>EATING, FEEDING, HYDRATION, I&amp;O</b>  |  |  |
| 1. Define nutrition/hydration   |  |  |
| 2. Identify nutrition/hydration needs of the nursing home resident  |  |  |
| 3. Identify the physical changes of aging that affect nutrition/hydration status of the nursing home resident                 |  |  |
| 4. Describe psychosocial factors that affect nutrition/hydration status of the nursing home resident                          |  |  |
| 5. Describe changes that may occur with inadequate nutrition/hydration  |  |  |
| 6. Discuss the nurse aide's responsibility in reporting/recording observations related to nutrition/hydration                 |  |  |
| 7. Discuss the various types of special diets that may be used for a nursing home resident                                    |  |  |
| 8. Name alternative nutrition/hydration therapies   |  |  |
| 9. Describe strategies to maintain/improve a resident's nutrition/hydration status  |  |  |
| 10. Discuss ways to maintain-improve nutrition/hydration for the resident with special needs/problems                         |  |  |
| 11. Discuss the importance of a team approach in maintaining/improving a resident's nutrition/hydration status                |  |  |
| 12. Demonstrate feeding techniques using the appropriate level of assistance  |  |  |
| 13. Define intake and output  |  |  |
| 14. Discuss common reasons why intake and output is measured  |  |  |
| 15. Discuss the nurse aide's responsibility in reporting and recording intake and output                                      |  |  |
| 16. Demonstrate measuring and recording intake and output   |  |  |
| 17. Demonstrate the Heimlich maneuver   |  |  |
| <b>ELIMINATION</b>  |  |  |
| 1. Identify routes of elimination   |  |  |
| 2. Describe gaining changes that affect bowel and bladder elimination in the nursing home resident                            |  |  |

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| 3. Identify common elimination problems that may occur in a nursing home resident  |  |  |
| 4. Discuss the impact of restraint use on elimination patterns   |  |  |
| 5. Discuss ways to enhance elimination and prevent common elimination problems   |  |  |
| 6. Discuss the nurse aide's responsibility in reporting and recording observations related to elimination                    |  |  |
| 7. Discuss the nurse aide's role in bowel and bladder training   |  |  |
| 8. Define incontinence   |  |  |
| 9. Describe factors that may cause incontinence  |  |  |
| 10. Discuss the impact of incontinence on the nursing home resident  |  |  |
| 11. Discuss ways to decrease/prevent incontinent episodes  |  |  |
| 12. Identify ways to manage incontinence   |  |  |
| 13. Demonstrate toileting using appropriate level of assistance for:<br>a) Toilet<br>b) Commode<br>c) Bedpan<br>d) Urinal    |  |  |
| 14. List reasons why urinary catheters are used  |  |  |
| 15. Identify types of urinary catheters  |  |  |
| 16. Discuss special considerations in caring for the resident with a urinary catheter  |  |  |
| 17. Demonstrate catheter care  |  |  |
| 18. Demonstrate measuring and recording output   |  |  |
| 19. Demonstrate collecting urine and stool specimens   |  |  |
| <b>REHABILITATIVE RESTORATIVE CARE</b>   |  |  |
| 1. Define rehabilitative restorative care  |  |  |
| 2. Identify the major goals of rehabilitative restorative care   |  |  |
| 3. List the components of rehabilitative restorative care  |  |  |
| 4. Identify members of the rehabilitative restorative team   |  |  |
| 5. Describe the role of the nurse aide in rehabilitative restorative care  |  |  |
| 6. Explain the importance of proper body mechanics for the nurse aide and resident   |  |  |
| 7. Demonstrate the use of proper body mechanics when delivering care   |  |  |
| 8. Describe the importance of maintaining a resident's mobility  |  |  |
| 9. Demonstrate proper ambulation   |  |  |
| 10. Demonstrate transfer technique   |  |  |
| 11. Describe the benefits of proper turning and positioning  |  |  |
| 12. Discuss factors that determine the frequency of positioning/turning a patient  |  |  |
| 13. Demonstrate technique for positioning/turning a resident   |  |  |
| 14. Discuss the nurse aide's responsibility in reporting, recording and observing related to positioning/turning of resident |  |  |
| 15. Demonstrate proper use of equipment for positioning/turning  |  |  |
| 16. Identify the importance of range of motion exercises for nursing home residents  |  |  |
| 17. Demonstrate active and passive range of motion   |  |  |
| 18. Identify reasons for using assistive devices   |  |  |
| 19. Give example of assistive devices  |  |  |



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| <b>CARE OF THE RESIDENT WITH DEVELOPMENTAL DISABILITIES</b>   |  |  |
| 1. Discuss characteristics of the resident with mental retardation (developmental disabilities)                   |  |  |
| 2. Identify the common causes of mental retardation (developmental disability)                                    |  |  |
| 3. Describe the nurse aide's role in caring for the resident with mental retardation (developmental disability)   |  |  |
| <b>DEPRESSION</b>   |  |  |
| 1. Identify symptoms of depression in the elderly   |  |  |
| 2. Name two types/causes of depression in the elderly   |  |  |
| 3. Identify possible outcomes of untreated depression   |  |  |
| 4. Identify methods used to treat depression  |  |  |
| 5. Discuss the nurse aide's role in caring for a resident who is depressed  |  |  |
| <b>CARING FOR THE RESIDENT AT THE END OF LIFE</b>   |  |  |
| 1. Describe common feelings that a nursing home resident may have about death and dying                           |  |  |
| 2. Identify physical needs of the dying resident  |  |  |
| 3. Identify psychological needs of the dying resident   |  |  |
| 4. Describe the feelings and responses the resident's family, friends, roommate may have during the dying process |  |  |
| 5. Describe the nurse aide's role in caring for a dying resident  |  |  |
| 6. Describe the nurse aide's role in working with the family of a dying resident                                  |  |  |
| 7. Identify ways to support other nursing home residents when a resident dies                                     |  |  |
| 8. Identify one's own feelings about death/dying  |  |  |
| 9. Describe ways to cope with one's own feelings when a resident dies   |  |  |
| 10. Demonstrate post-mortem care  |  |  |
| <b>CARING FOR THE RESIDENT WITH ACQUIRED IMMUNE DEFICIENCY SYNDROME</b>   |  |  |
| 1. Define Acquired Immune Deficiency Syndrome (AIDS)  |  |  |
| 2. Define Human Immunodeficiency Virus (HIV)  |  |  |
| 3. Identify sources of the AIDS virus (HIV) and methods of transmission   |  |  |
| 4. Describe symptoms and problems of the nursing home resident with AIDS  |  |  |
| 5. Discuss one's own feeling and attitudes about caring for the resident with AIDS                                |  |  |
| 6. Describe the nurse aide's role in caring for the resident with AIDS  |  |  |
| <b>CLINICAL PRACTICUM</b>   |  |  |
| 1. Demonstrate beginning ability to function as a nurse aide in a long-term care facility                         |  |  |

Instructor's Signature \_\_\_\_\_ Date \_\_\_\_\_