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Training

SYLLABUS and RECORD

of Practical Instruction and

Experience (GENERAL)

for admission to the

ROLL OF NURSES

1964

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The GENERAL NURSING COUNCIL for ENGLAND and WALES
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The General Nursing Council for England and Wales
Syllabus of Training (General) for
Admission to the Roll of Nurses

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Name of pupil nurse

Date of entry to training

Index number

PREFACE

Introduction

The syllabus of training and record of practical instruction provides information which will be needed by pupil nurses training for Enrolment with the General Nursing Council for England and Wales.

It is intended that the training of pupil nurses should be planned to cover the full two-year period. The syllabus sets out the subjects which will be studied and the practical skills which must be learnt in order to practise the art of nursing.

Some of these subjects will be introduced in the classroom before they are practised by pupil nurses in the wards or departments under the supervision of Ward Sisters and other trained staff. Tutors will help pupil nurses in the classroom and in the wards to learn these new skills.

Although the syllabus is divided into three sections it should be clearly understood that as the art of nursing involves the care of the whole patient, items from each section will be considered together.

Although nursing is learnt at the bedside during the day and night, pupil nurses will have short regular periods of study in the classroom when they will receive teaching about their patients. Visits of interest will be arranged and the opportunity to read books and periodicals in the School library will be encouraged. All subjects will be taught in an essentially practical manner.

Examination by Assessment

The examination will take the form of a test of practical efficiency held in one of the hospitals in which the pupil received her training.

The work of the pupil will be judged by nurse Assessors. At the same time the record of the pupil's work and reports on her progress throughout her training will be available to the Assessors.

The test of practical efficiency will be carried out in wards and under conditions in which the candidate received part of her training, and will include any routine nursing procedure or treatment available in the ward which has been covered by the syllabus.

As part of the Assessment, candidates will be required to answer a short written paper.

Record of Practical Instruction

The syllabus should be used in conjunction with the record of practical instruction. Each pupil must be responsible for this record, which provides evidence of the practical nursing experience and the skills and treatments in which the pupil nurse should become proficient.

The record should be kept in good order since this will be taken by the pupil to the Assessment where it will be a helpful guide to the Assessors. It will provide a permanent and detailed record of the training of each pupil nurse.

SYLLABUS

SECTION I

PRINCIPLES AND PRACTICE OF NURSING

(i) Introduction

Development of nursing, its value to the community, the National Health Service, the nurse's place in the hospital and health services. The function of the various departments of the hospital.

The nurse's relationship with her patients, her colleagues, the medical, administrative and other hospital staff.

Standards of ethical conduct.

Personal qualities of the nurse.

(ii) General Care in the Ward Unit

General cleanliness of the ward unit.

Methods of ventilating, lighting and heating the ward and ward annexes. Elimination of noise.

Care and use of ward equipment.

Care of ward linen.

Ward routine—day and night.

Fire precautions.

(iii) Routine Nursing Care of the Patient

Admission, transfer and discharge of patients.

Care of patients' property.

Making beds and cots.

Positions used in nursing.

Lifting and moving patients.

Filling and use of hot water bottles.

Care of ambulant patients.

Washing and bathing patients in bed and in the bathroom.

Care of mouth, teeth, hair and nails, hands and feet.

Prevention and treatment of pressure sores.

Giving and removing bedpans and urinals.

Use of sani-chairs and commodes.

Observation, disposal and disinfection of urine, faeces, vomit and sputum.
 Collection of specimens of the above.
 Urine testing.
 Taking and recording temperature, pulse and respiration rate, blood pressure.
 Giving oxygen.
 Preparation for and serving of meals.
 Feeding helpless patients.
 Measuring and charting fluid intake and output.
 Care of unconscious patients.
 Preparation for X-ray examination.
 Treatment of verminous patients.
 Barrier nursing.
 Observation of changes in the patient's condition.
 Care of the dying and the last offices.
 Giving and receiving reports.
 Writing ward reports.

(iv) Care of Babies and Children

Bathing, feeding and general care.
 Routine observation.
 Formation of good habits with regard to cleanliness, food, play and rest.
 Safety precautions for children in hospital.

(v) Medicines and Poisons

Weights and measures.
 Storage and safe custody of medicines and poisons.
 The Dangerous Drugs Act.
 Rules for giving medicines.
 Preparation and dilution of lotions in common use.
 Giving injections; hypodermic, intramuscular.
 Preparation for intravenous injections.

(vi) Other Nursing Procedures

Preparation of equipment for and care of the patients during routine medical examination.
 Preparation of the patient for general and local anaesthesia.
 General pre-operative and post-operative nursing care of the patient.
 Moist inhalations.

Passing of flatus tube.
 Enemas and suppositories.
 Rectal and colonic lavage.
 Use and care of common surgical appliances.
 Application of cold compresses.
 Use and care of electric pads and blankets.
 Preparation of equipment for the immobilisation of a limb.
 Preparation and application of kaolin poultices, liniments and ointments.
 Care of the eyes.
 Surgical technique:
 sterilisation of articles in common use,
 preparation and conduct of ward dressings.
 methods used to secure dressings in position.
 Catheterisation.
 Care of patients with indwelling catheters.
 Preparation for lumbar puncture.
 Preparation for taking specimens of blood.
 Preparation of equipment for intravenous infusion.
 Care of the patient receiving intravenous infusion.
 Care of patient during transfer by ambulance.

(vii) First Aid

Aims of first aid treatment.
 Rules for dealing with an emergency.
 Need for accurate observation and reporting on an accident and the action taken.

Improvisation of equipment.
 Use of triangular, roller and other types of bandages.
 Methods of moving and carrying the injured.
 Treatment in the following emergencies:—

1. haemorrhage, external and internal;
2. shock;
3. asphyxia;
4. loss of consciousness;
5. fits and convulsions;
6. fractures, dislocations;
7. injuries to soft tissues, including burns and scalds;
8. poisoning;
9. foreign bodies.

SECTION II

THE HUMAN INDIVIDUAL AND HIS ENVIRONMENT

(i) Personal Development of the Individual

The individual, his development and his relationship with the family and other people.

The patient as an individual. The effect of illness and separation from familiar background on the behaviour of children and adults.

The needs of the individual.

(ii) The Promotion of Individual and Communal Health

The promotion and maintenance of good health. The importance of good personal habits.

Public Health Services including welfare and other social services. The part played by the nurse in maintaining these services.

(iii) The Structure and function of the Human Body including Nutrition

An elementary knowledge of the human body applied to the normal.

The purpose of food, types of food, the food factors necessary in a well balanced diet.

Food suitable for infants, children, adults and invalids of all ages.

SECTION III

AN OUTLINE OF THE CAUSE, COURSE AND TREATMENT OF DISEASE

This section of the syllabus is one in which pupil nurses will learn about some of the causes of disease and the principles of treatment. This will help them to understand the reasons for giving the nursing care to the patients which has already been studied in Section I of the syllabus.

(i) General Medical and Surgical Conditions

Pre-disposing causes of ill health.

Symptoms, signs and treatment of common medical and surgical conditions.

Causes of disease.
Prevention of spread of infection.
Observation of early signs of disease.
Awareness of symptoms.
Reasons for investigations and tests.
General forms of treatment for medical and surgical conditions.

(ii) Nursing of Babies and Children

Symptoms, signs and treatment of common ailments.

(iii) Nursing of Patients with Chronic Conditions

General care of the chronically ill:—

(i) special needs of the elderly;

(ii) special needs of the younger patient;

Special care of ambulant patients.

Rehabilitation; the place of physiotherapy, occupational therapy and diversional therapy.

Observation of signs of improvement or deterioration in general physical and mental conditions.

General care of senile patients.

Record of Practical Instruction and Experience (General) for Pupil Nurses in Training for Admission to the Roll of Nurses

The statutory qualification of Enrolled Nurse depends not only on passing a test of practical efficiency, the Assessment, but also on satisfactory work and progress in the wards throughout training. This record of practical instruction and experience is an important record of the pupil's training and should be carefully compiled as the training progresses.

It will be necessary for the pupil nurse to take this record to the Assessment.

Section 1 includes the items considered to be basic nursing practice which may be learnt in any type of ward. This section must be completed by the time the pupil enters for the Assessment.

Two separate columns are provided so that if a treatment has been observed only, a / may be entered and signed by the Sister or Charge Nurse and when the pupil subsequently becomes proficient this may be indicated with an X followed by the signature of the Sister or Charge Nurse.

Sections 2 and 3 consist of more advanced nursing procedures and experience gained in special types of wards. Completion of all these items is not compulsory, but every pupil nurse must show evidence of satisfactory work in each ward to which he/she has been allocated for experience.

As a general principle the emphasis in the early months of training should be on learning and becoming proficient in the basic nursing procedures but appropriate items in sections 2 and 3 should be included when experience in special wards is gained during the first year of training.

Items in which the pupil has been instructed only should be marked with a / those which have been practised and in which he/she is considered proficient should be marked with an X. Both should be followed by the signature of the Sister or Charge Nurse and the pupil nurse must also sign in the appropriate column. Only one signature of a Sister or Charge Nurse is needed to indicate instruction or proficiency in each procedure.

Classroom instruction should be indicated in the appropriate column and signed only by the tutor responsible for the teaching.

Section 4

In this section a summary of the total periods of clinical experience gained by the pupil nurse must be completed and signed by the Head of the nurse training school.

EXPERIENCE IN OUT-PATIENTS AND/OR CASUALTY DEPARTMENT

	Signature in full of Sister or Charge Nurse	Initials of pupil nurse	Signature in full of Sister or Charge Nurse	Initials of pupil nurse	Classroom instruction Signature in full of Tutor
Reception of patients					
Reception of relatives					
Preparation of patient and equipment for examination of:—(please specify) ..					
Procedure for emergency admissions ..					
Preparing for clinics (please specify types)					

