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Practical Record/ Cumulative Record

for General Nursing and Midwifery Course

Name of the Candidate: _____

Name of the Institution: _____

_____

I Clement

4th Edition

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CONTENTS

1. General Nursing and Midwifery: Course Description 1
2. Scheme of Examination 3

FIRST YEAR

3. Nursing Foundations 7
4. Community Health Nursing–I 20
5. Nutrition Practicals 24
6. Observation Visit 26

SECOND YEAR

7. Medical Surgical Nursing 27
8. Mental Health Nursing 37
9. Child Health Nursing 40

THIRD YEAR

10. Midwifery and Gynecological Nursing 47
11. Community Health Nursing–II 53

INTERNSHIP

12. Internship Description 59
13. Nursing Education 60
14. Introduction to Research and Statistics 61
15. Nursing Administration and Ward Management 62

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General Nursing and Midwifery: Course Description

FIRST YEAR

Theory: 672 hours **Clinical: 1260 hours**

Sl. No.	*Subjects*	*Theory*	*Practical*
1.	**Biosciences**	**120**	
	• Anatomy and Physiology	90	
	• Microbiology	30	
2.	**Behavioral Sciences**	**65**	
	• Psychology	45	
	• Sociology	20	
3.	**Nursing Foundations**	**220**	**200—laboratory 724—clinics**
	• Fundamentals of Nursing	200	
	• First Aid	20	
4.	**Community Health Nursing**	**185**	**336 hours**
	• Community Health Nursing	80	
	• Environmental Hygiene	30	
	• Health Education and Communication Skills	45	
	• Nutrition	30	
5.	**English**	**30**	
6.	**Computer Education**	**15**	
7.	**Co-curricular Activities**	**20**	
	Total	**672 (16 weeks)**	**1260 (30 weeks)**
	Grand Total		**1932**

SECOND YEAR

Theory: 420 hours **Clinical: 1512 hours**

Sl. No.	*Subjects*	*Theory*	*Practical*
1.	Medical Surgical Nursing–I	130	840 (24 weeks)
2.	Medical Surgical Nursing–II	130	
3.	Mental Health Nursing	70	336 (8 weeks)
4.	Child Health Nursing	70	336 (8 weeks)
	Co-curricular Activities	20	
	Total	**420 (10 weeks)**	**1512 (36 weeks)**
	Grand Total		**1932**

THIRD YEAR: PART–I

Theory: 252 hours **Clinical: 756 hours**

Sl. No.	*Subjects*	*Theory*	*Practical*
1.	Midwifery and Gynecological Nursing	140	588 (14 weeks)
2.	Community Health Nursing–II	100	168 (4 weeks)
3.	Co-curricular Activities	12	
	Total	**252**	**756**
	Grand Total		**1008**

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THIRD YEAR: PART–II (INTEGRATED SUPERVISED INTERNSHIP)

Theory subjects:

Sl. No.	*Subjects*	*Hours*
1.	Nursing Education	20
2.	Introduction to Research and Statistics	30
3.	Professional Trends and Adjustments	30
4.	Nursing Administration and Ward Management	40
	Total	**120**

Clinical Areas

Sl. No.	*Clinical*	*Hours*
1.	Medical Surgical Nursing	258 (6 weeks)
2.	Community Health Nursing	258 (6 weeks)
3.	Child Health Nursing	86 (2 weeks)
4.	Midwifery and Gynecological Nursing	344 (8 weeks)
5.	Mental Health Nursing	86 (2 weeks)
	Total	**1032 (24 weeks)**

Night duty should be given in clinical area(s) in rotation.
* 43 hours per week for clinical and 5 hours per week for theory.
The students posted in the clinical areas should be accompanied by teaching faculty of the school.
The same practice must be followed when student are posted for requisite clinical experience to affiliated hospital/agency/ institution.
The nursing service personnel must actively participate in supervising, guiding and evaluating students in the hospital wards, health centers and in the community.
1:10 teacher student ratio to be maintained during the supervised clinical practice.

SUMMARY OF TOTAL CLINICAL EXPERIENCES

Sl. No.	*Clinical*	*First Year*	*Second Year*	*Third Year-I*	*Third Year-II Internship*	*Total*
1.	Nursing Foundations	924 (22)				924 (22)
2.	Community Health Nursing	336 (8)		168 (4)	258 (6)	768 (18)
3.	Medical Surgical Nursing		840 (20)		258 (6)	1198 (26)
4.	Mental Health Nursing		336 (8)		86 (2)	412 (10)
5.	Child Health Nursing		336 (8)		86 (2)	412 (10)
6.	Midwifery and Gynecological Nursing			588 (14)	344 (8)	932 (21)

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Scheme of Examination

FIRST YEAR

Paper	*Subjects*	*Total Marks*	*Internal Marks*	*External Marks*	*Duration Examination*
1.	**Biosciences** • Anatomy and Physiology • Microbiology	100	25	75	3
2.	**Behavioral Sciences** • Psychology • Sociology	100	25	75	3
3.	**Nursing Foundations** Fundamentals of Nursing First Aid	100	25	75	3
4.	**Community Health Nursing** • CHN–I • Environmental Hygiene • Health Education and Communication Skills • Nutrition	100	25	75	3
	Practical-I: Fundamentals of Nursing	100	50	50	-

SECOND YEAR

Paper	*Subjects*	*Total Marks*	*Internal Marks*	*External Marks*	*Duration Examination*
1.	Medical Surgical Nursing–I	100	25	75	3
2.	Medical Surgical Nursing–II	100	25	75	3
3.	Mental Health Nursing	100	25	75	3
4.	Child Health Nursing	100	25	75	3
	Practical Examination				
1.	Practical-I: Medical Surgical Nursing–I	100	50	50	-
2.	Practical-II: Child Health Nursing	100	50	50	
3.	Practical-III: Mental Health Nursing	100	50	50	

Note: * (only school examination, no council/board exam)
*Practical examination for psychiatric nursing is to be conducted at the place of clinical experience at the end of clinical instruction by school, itself and marks shall be sent to the council/board.

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THIRD YEAR: PART–I

Paper	*Subjects*	*Total Marks*	*Internal Marks*	*External Marks*	*Duration Examination*
1.	Midwifery and Gynecological Nursing	100	25	75	3
2.	Community Health Nursing	100	25	75	3
	Practical Examination				
1.	Practical-I: Midwifery	100	50	50	–
2.	Practical-II: Community Health Nursing	100	50	50	

THIRD YEAR: PART–II (SCHOOL EXAMINATION)

Paper	*Subjects*	*Total Marks*	*Internal Marks*	*External Marks*	*Duration Examination*
1.	Nursing Education and Introduction to Research and Statistics	100	25	75	3
2.	Professional Trends and Adjustment, Nursing Administration and Ward Management	100	25	75	3

Examination Guidelines

1. Shall have one regular examination followed by supplementary examination in a year.
2. The candidates if fail in more than two subjects in any nursing program they can be promoted to next year.
3. A candidate can take any number of attempts with a condition that maximum period allowed is 6 years. However all papers need to be cleared before appearing in the final examination.
4. No institution shall submit student average internal marks more than 75% i.e., if 40 students are admitted in a course than the average score of the 40 students shall not exceed 75%. Example of 5 students: A = 25, B = 20, C = 22, D = 21, E = 24, Average score = 89.6%.
   This will not be accepted by the SNRC.

Eligibility for Admission to Examination

A candidate shall be eligible for the admission to the state council/board examination if the principle of the school certificate that:

1. She/he has completed not less than eleven months of the course.
2. She/he have attended 75% of the formal instructions given on each subject and 75% of the clinical field experience in each area/subject separately during the academic year, however, the total clinical/field experience prescribed must be completed before the final council/board examinations and before the issue of diploma.
   The diploma shall not be awarded to the student till she/he has completed the clinical/field requirements.
3. The overall performance of the student and her/his conduct during the entire academic year shall be satisfactory.
4. The student has passed in the internal assessment in each subject and practical(s).
5. The record of practical experience is complete.
   [The principle shall send to the council/board the internal assessment for each subject, i.e., both theory and practical (s) before the start of the examination along with the examination form].

Grading of Examination

Examination shall be graded on aggregate marks of the entire three and half years of the training program, as follows:

- Distinction—80% and above
- First division—70–79%
- Second division—60–69%
- Pass—50–59%

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Theory Examination

1. Nursing teacher with minimum five years of teaching experience (recent) in a particular subject may be appointed as paper setters and examiners for that particular subject only.
2. Question paper should have a combination of essay, short answer and objective type question (situation based questions).
3. All units of a subject and sub-subject should be given due weightage in accordance with the instructional hours prescribed.

Practical Examination

1. Practical examination is to be conducted in the respective clinical area.
2. Nursing teacher with minimum of five years of teaching/clinical teaching experience in a particular subject/clinical area may be appointed as practical examiner.

EVALUATION

Internal Assessment

1. There shall be 25% internal assessment for all theory papers and 50% internal assessment for the entire practical.
2. A regular and periodic assessment for each subject and clinical/field experience is to be carried out.
3. For the purpose of internal assessment there shall be written test in each subject taken by the respective teacher each month.
   The student shall be required to maintain the practical record book and report of observation visits and diary for assessment must also be used. Marks shall be allotted for each of the following:
   a. Case study
   b. Case presentation
   c. Nursing care plan
   d. Maintenance of record books (procedure book and midwifery record book)
   e. Daily diary
   f. Area wise clinical assessment is to be carried out. Minimum two assessments are required in each clinical area.
4. Regular record of theory and practical is to be maintained. Task-oriented assessment is to be undertaken. Assessment shall be minted by teacher for each student each month. This can be checked by the council/board. Principal to sign all the records of examination. It should be displayed on the notice board for the information of the students.
5. A Candidate must secure 50% marks in internal assessment separately in each theory and practical. To be successful a student must get 50% marks in the internal as well as Council or Board Examination of each year.
6. For a student who appears for any supplementary examination her/his fresh internal assessment in the failed subject(s)/ practical(s) is to be sent to the council/board.
7. State Nursing Council/Board should prepare a model perform for performance evaluation for each of the clinical area and circulate to all; schools of nursing for maintaining uniformity.

Each student is required to maintain the record of following assignment in clinical areas in each year:

First Year

a. Nursing care plan—4 in medical/surgical wards.
b. Daily diary—1 each in urban and rural community field.
c. Health—talk—1 each in urban and rural community field.
   Family study including—1 each in urban and rural community field.
   Health assessment of an—1 each in urban and rural community field.
   Individual in the family.
   Community profile—1 each in urban and rural community field.

Second Year

a. Medical Ward
   Nursing care plan—2
   Case study—1
   Case presentation—1
   Drug study—1
b. Surgical Ward
   Nursing care plan—2
   Case study—1
   Case presentation—1
   Drug study—1

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c. Psychiatry Ward
   Nursing care plan—1
   Case study—1
   Case presentation—1
   Drug study—1
   Process recording—2
   Mental status examination—4

Third Year

a. Pediatric Ward
   Nursing care plan—2
   Case study—1
   Case presentation—1
   Drug study—1
   Observation report (newborn)—2
b. Maternity and Gynecological Ward
   Nursing care plan—2+1
   Case study—1+1
   Case presentation—1+1
   Drug study—1+1
c. Daily Diary Urban and Rural Community Field
   Health talk—2 each
   Family health nursing care plan—2 each
   Group project—1 each

In addition to above, each student shall maintain a procedure book and midwifery case book signed by concerned/supervisor and principle which is to be presented to examiner each year.

The above assignments are to be evaluated by concerned teachers for the purpose of internal assessment and shall be presented to the external examiner in a compiled form and it should be duly signed by her and should be stamped as cancelled after practical examination.

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FIRST YEAR

NURSING FOUNDATIONS

Demonstration: 200 hours
Clinical: 724 hours

		Demonstration		*Clinical*	
Sl. No.	***Subjects***	***Date***	***Signature***	***Date***	***Signature***
1.	**Hospital Admission**				
	• Admission procedure				
	• Unit preparation for new patient				
	• Orientation of the unit				
	• Prepare admission bed				
	• Emergency admission				
	• Routine admission				
	• Transfer in/out/ interdepartmental				
	• Documentation of admission records				
2.	**Hospital Discharge**				
	• Discharge counseling				
	• Perform discharge procedure				
	• Planned discharge				
	• LAMA / DAMA				
	• Absconded				
	• Referrals and transfer out				
	• MLC cases				
	• Prepare patient records				
	• Disinfect the units				
	• Disinfect the equipment				
	• Terminal cleaning of the unit				
	• Documentation in discharge				
3.	**Nursing Process**				
	• History taking				
	• Nursing assessment				
	• Physical examination				
	• Nursing diagnosis				
	• Nursing planning				
	• Selection intervention				
	• Nursing evaluation				
	• Writing nursing care plan				
	• Application of critical thinking				

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Sl. No.	Subjects	Demonstration		Clinical	
		Date	Signature	Date	Signature
	• Documentation in nursing process				
4.	**Communication**				
	• Verbal techniques				
	• Nonverbal techniques				
	• Interpersonal communication				
	• Therapeutic communication				
	• Skills and techniques used in communication				
	• Health talk with application of communication skills				
	• Patient teaching sessions				
5.	**Recording and Reporting**				
	• Documentation				
	• Change of shift reports				
	• Transfer reports				
	• Incident reports				
	• Patient report presentation				
	• Maintenance of records and reports				
	• Electronic recording system				
6.	**Check and Recording of Vital Signs**				
	• Temperature				
	a. Oral				
	b. Auxiliary				
	c. Rectal				
	d. Tympanal				
	• Pulse				
	• Respiration				
	• Blood pressure				
	• Pain				
	• Oxygen saturation				
	• Maintaining TPR sheet				
	• Recording vital signs				
	• Identifying deviated vitals				
7.	**Health Assessment**				
	• Health history taking				
	• Anthropometric measurements				
	• Check height of patient				
	• Check the weight of the patient				
	• General assessment				
	• Head-to-toe				
	• Methods of physical examination				

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Sl. No.	Subjects	Demonstration		Clinical	
		Date	Signature	Date	Signature
	• Inspection				
	• Palpation				
	• Percussion				
	• Auscultation				
	• Manipulation				
	• Olfaction				
	• Interpreting the findings of physical examination				
	• Identifying the deviations through physical examinations				
	• Documentation in health assessment				
8.	**Patients Unit Preparations**				
	• Unit cleaning				
	• Prepare different types beds				
	• Open bed				
	• Closed bed				
	• Occupied bed				
	• Operation bed				
	• Amputation bed				
	• Cardiac bed				
	• Fracture bed				
	• Burns bed				
	• Divided bed				
	• Fowler bed				
	• Pain assessment and provision of comfort				
9.	**Comfort Devices**				
	• Extra pillows				
	• Back rest				
	• Cardiac table				
	• Sand bag				
	• Bed cradle				
	• Trochanter rolls				
	• Cotton ring and hand rolls				
	• Air cushion				
	• Water and air mattress				
	• Foot end elevator				
	• Knee rest				
	• Foot rest				
	• Trapeze bar				
	• Splints and braces				

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Sl. No.	Subjects	Demonstration		Clinical	
		Date	Signature	Date	Signature
10.	**Safety Devices/Care**				
	• Restraints				
	• Protective padding				
	• Side rails and splints				
	• Safety belts				
	• Personal protective equipment (PPE)				
	• Discarding sharps and needles				
	• Documentation				
11.	**Hygienic Needs**				
	• Oral hygiene				
	• Assessment of neglected mouth				
	• Morning and evening care				
	• Bed bath and perineal care				
	• Assisted bed bath				
	• Care of pressure points				
	• Back care				
	• Hair care				
	• Skin care				
	• Bed shampoo or hair wash				
	• Pediculosis treatment				
	• Care of hand and feet				
	• Health education on personal, menstrual hygiene and environmental hygiene				
	• Documentation of the procedure				
12.	**Nutritional Needs**				
	• Nutritional assessment				
	• Oral feeding				
	• Nasogastric tube insertion and removal				
	• Nasogastric tube feeding				
	• Jejunostomy feeding				
	• Gastrostomy feeding				
	• Parenteral feeding—TPN				
	• Nasogastric suction/aspiration				
	• Nasogastric irrigation				
	• Planning and serving required type of therapeutic diet for patients				
	• Feeding the helpless patients				
	• Maintain the intake and output chart				

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Sl. No.	Subjects	Demonstration		Clinical	
		Date	Signature	Date	Signature
	• Identifying deviations in the nutritional status				
	• Documentation of procedure				
13.	**Urinary Elimination**				
	• Assessment of urinary elimination				
	• Provides and removal of urinals/ bedpan				
	• Condom drainage				
	• Perineal care				
	• Catheterization male and female				
	• Catheter care				
	• Care of urinary drainage tubes				
	• Bladder irrigation				
	• Maintaining out chart				
	• Teaching: patient and family				
	• Identifying urinary problems				
	• Documentation of procedure				
14.	**Bowel Elimination**				
	• Assessment of bowel				
	• Provides bedpan				
	• Insertion of flatus tube				
	• Administration of enema				
	• Insertion of suppository				
	• Bowel wash				
	• Colonic irrigation				
	• Identify deviations in the bowel elemination				
	• Health teaching: patient and family				
	• Documentation of bowel elimination procedure				
15.	**Mobility and Exercise**				
	• Assessment of mobility				
	• Application of body mechanics principles in patient care				
	• Maintenance of body mechanics				
	• Maintain the body alignment and posture of the client				
	• Assist the client in ADLs, ambulation				
	• Perform range of motion exercises				
	• Deep breathing and coughing exercise				

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Sl. No.	Subjects	Demonstration		Clinical	
		Date	Signature	Date	Signature
	• Changing position of helpless patient				
	• Transfer from bed to wheel chair and from wheel chair to bed				
	• Transfer from bed to stretcher and stretcher to bed				
	• Transfer from wheel chair to toilet seat and back to wheel chair				
	• Use of walker				
	• Use of crutches/canes				
	• Use of wheel chair				
	• Use of prosthetic devices				
	• Use side rails and restraints				
	• Log rolling				
	• Teaching patient and family				
	• Documentation of procedure				
16.	**Positions**				
	• Recumbent				
	• Lateral (right/left)				
	• Fowlers				
	• Cardiac				
	• Sims				
	• Roses				
	• C-shape				
	• Knee chest				
	• Lithotomy				
	• Prone				
	• Trendelenburg				
	• Jackknife position				
	• Maintaining position chart				
	• Care of pressure points				
17.	**Oxygen Administration**				
	• Pulse oximetry				
	• Methods of oxygen administration:				
	a. Mask				
	b. Catheters				
	c. Prongs/cannula				
	d. Tent				
	e. Oxygen hood				
	f. Venturi mask				
	g. Tracheostomy mask				

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Practical Record/Cumulative Record

for General Nursing and Midwifery Course

Salient Features

- As per revised Indian Nursing Council Syllabus
- This record is essential for GNM Nursing students
- Helpful in learning nursing skills
- Useful in monitoring and assessing the student's clinical performance
- Helps student to integrate theory into practice
- Provides opportunity to practice the procedure independently
- Covers all the clinical areas in all three years
- Helps the teacher to plan and implement the syllabus effectively
- Useful tool in improving students efficiency in professional skills
- Well organized and systematically written as per syllabus
- Current trends and issues in practice are included
- This record helps to upgrading procedure skill efficiency.

I Clement is Professor and Head, Department of Research & Development, RV College of Nursing, Bengaluru, India. He has obtained Doctorate in Nursing from Sri Ramachandra University, MSc (Nursing) from The Tamil Nadu Dr MGR Medical University, MA (Sociology) from Annamalai University, MA (Child Care and Education) from Alagappa University, Tamil Nadu; PG (Hospital Administration) from New Delhi. He received Florence Nightingale Award from Shri Bhardwaj, Governor of Karnataka His Excellency at Raj Bhavan, Bengaluru on International Nurses Day. He is an eminent author and a dynamic personality with a thirst for continuing education in nursing and the allied sciences. He is a Life Member of Nursing Research Society of India, Trained Nurses Association of India, Christian Medical Association of India (New Delhi), Indian Society of Psychiatric Nursing (Bengaluru), Medical Surgical Nursing Society of India (Chennai), Indian Society of Neuroscience Nursing (New Delhi), Asian Association of Cardiac Nurses (Kolkata), Indian Red Cross Society, St Johns Ambulance Association (Bengaluru) and General Secretary of Indian Society of Medical Surgical Nurses. He has contributed articles to Nightingale Nursing Times (New Delhi), Nurses of India, The Nursing Journal of India, Asian Journal of Cardiac Nurses. He has organized many workshops and conferences, presented research and scientific papers in various conferences and workshops at state, national and international level. Presently, he is Member of National Editorial Advisory Board for International Journal of Practical Nursing, New Delhi.

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