Review **Basic Safety and Infection Control, National Patient Safety Goals, and Never Events.**

Review indications for the following **procedures and safe techniques** in performing them:

- Body mechanics during patient transfer, wide base of support
- Bowel training, toileting at the same time each day
- Observations and care for a casted extremity, report changes
- Clostridium difficile (C. diff.) infection, wash hands rather than use only sanitizer
- Dangling, assist back to bed if dizzy, report to RN
- Documentation, correcting an error
- Fall prevention, items within reach; siderails and restraints have been found to create risk for falling and/or injury when patient struggles to get up
- Feeding a patient, check diet order first; report any evidence of choking
- Handwashing before donning and after removing gloves
- Hygienic care, clean female patient genitalia from front to back
- Prevention of pressure ulcers, report redness; expect to reposition
- Restraints, used **only** as a last resort
- Safe ambulation practices, patient wears well-fitting shoes
- Safe movement of a patient in bed, move without staff assistance only when patient can assist • Transfer to a wheelchair, lock wheelchair first
- Care of the urinary drainage catheter, bag always below level of bladder • Vital Signs, take BP with cuff on bare skin; report elevation

Review **HIPAA** regulations, such as discussing any patient’s situation with others involved in that patient’s care; within hearing of others not involved directly with care of the patient, do not mention the patient’s name.

Review **communication with other members of the team** about needs for assistance and with patients about compliance with orders.

Review principles of **communication with patients and family**, such as continuous clear communication with patient and family to promote patient satisfaction. Explain NPO status to patient.

Review items permitted on **restricted diets** such as the clear liquid diet.
Review how to identify **situations to be reported to the nurse** such as vital signs and other objective findings that are outside of the expected range; need for a procedure to be performed for which the nursing assistant is not authorized, such as IV therapy and medications; discrepancy in I&O: patient whose family brings in foods not on the patient’s diet.

Review **basic care and precautions** for patients who have conditions and needs which nursing assistants commonly encounter such as Alzheimer’s disease (proceed slowly and calmly to do what needs to be done) and diabetes (only podiatrist performs toe nail cutting).