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HELP_O2_Key Thematic Issues – division into subsections

I. Hospital procedures

1. Admitting patients

- a. procedure steps
- b. types of hospital stays and admissions – differences
- c. triage procedure; triage nurse

2. Discharging patients

- a. procedure steps
- b. discharge standards
- c. discharge planning
- d. discharge instructions

3. Insurance

II. (Medical and Nursing) Documentation

1. Medical records
2. Admission procedure
3. Discharge procedure
4. Ward round nursing record
5. Nursing assessment documentation

Real Templates + abbreviations!

III. Physical examination

1. Assessment of the patient - general and medical information about the patient:

- a. HPC (History of Present Complaint)
- b. SE (Systemic Enquiry)
- c. PMH (Past Medical History)
- d. DH (Drug History)
- e. ALL (Allergies)



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HEALTHCARE ENGLISH LANGUAGE PROGRAMME



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f. FH (Family History)

g. SH (Social History)

2. How to conduct a good medical interview?

3. Performing a physical examination

a. equipment

b. instruments

4. Giving instructions to the patient

Common abbreviations!

IV. Hospital equipment

1. Everyday use equipment

2. Diagnostic equipment

3. Therapeutic equipment

4. Life support equipment

Pictures!

V. Hospital wards and healthcare specifics

Hospital wards and healthcare specifics at different places of work:

1. internal medicine

2. surgical

3. paediatric

4. obstetrics and gynaecology

5. intensive care unit (ICU)

6. coronary care unit (CCU)

7. geriatrics

8. palliative care

9. psychiatry



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VI. Human anatomy

1. external organs
2. internal organs
3. body cavities

Pictures!

VII. Body systems

1. integumentary
2. skeletal
3. muscular
4. nervous
5. endocrine
6. cardiovascular
7. lymphatic
8. respiratory
9. digestive
10. urinary
11. reproductive

Pictures!

VIII. Basic diseases

Basic diseases of

1. integumentary
2. skeletal
3. muscular
4. nervous
5. endocrine
6. cardiovascular
7. lymphatic

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8. respiratory
9. digestive
10. urinary
11. reproductive
12. allergies
13. infectious diseases

IX. Drugs

- 1. Common forms of medications**
- 2. Types of drugs**
- 3. Dosage forms**
- 4. Containers**
- 5. Side effects**
- 6. Routes of administration**
 - a. five rights of drug administration
 - b. medication administration record (**Real Templates!**)
 - c. abbreviations
- 7. Steps of medication administration**
- 8. Medications safekeeping / disposal of medications**

X. Wounds and injuries

- 1. Types of wounds and injuries**
- 2. Wound care management**
 - a. Wound bed preparation
 - b. Instruments / types of dressings
 - c. How to dress a wound – procedure steps
 - d. TIME = Tissue, Infection, Moisture balance, Edges of the wound

Pictures!



XI. Taking care of patients

1. Taking care of patients, nursing duties

- a. Feeding the patient (types of feeding, feeding problems, feeding different patients, nutritional needs)
- b. Preparing patients for examinations, procedures, operations (preoperative principles, preoperative patient assessment)
- c. Caring for elderly and disabled patients (KATZ index of ADL, communicating with the elderly and the disabled)
- d. Caring for patients with communicative diseases (transmission precautions, routes of transmission of communicable diseases, infection control)
- e. Paediatric nursing care (common childhood diseases)

2. Hygiene procedures

- a. Hygiene report (**Template!**)
- b. Broken rules of asepsis
- c. Hand hygiene → the right way to wash hands
- d. Hygiene equipment

3. Patient's hygiene

- a. Timing of patient hygiene procedures
- b. Daily bath / bed wash
- c. Mouth care
- d. Hair care

XII. Safety

1. Safety measures at work

- a. Numerical expressions
- b. Medication math errors
 - conversion factors (English units)
 - units of measure (abbreviations)
 - conversions / dosage calculations
- c. Workplace hazards
- d. Preventive measures (e.g. safety of injections = needlestick injuries) / universal precautions

2. First aid / patient safety

- a. telephone nurse triage
 - SAVED (Severe symptoms, Age, Veracity, Emotional status, Debilitation and distance) /
 - SCHOLAR (Symptoms, Characteristics, History of complaint, Onset of symptoms, Location of symptoms, Aggravating factors, Relieving factors)

**XIII. Health education****1. Health education, healthy lifestyle****2. Preventive therapy**

- a. vaccinations

XIV. Ethics**1. Ethical problems**

- a. Nursing ethical principles / code of ethics
- b. Ethical conduct
- c. Ethical dilemmas in nursing

2. Patient's rights

- a. Examples of (medical) malpractice

3. Different types of patients

- paediatric,
- elderly,
- disabled,
- deepening of empathy

XV. Intercultural competence 1

Why do we need it?

XVI. Intercultural competence 2

What does it mean to be interculturally competent?

XVII. Relationship orientated versus result orientated

How can we work together?

XVIII. Communication 1

How does culture influence the understanding of a message?

XIX. Communication 2

How does culture influence our non-verbal expressions?

XX. Nutrition

How do different cultures feel about food?