

# Caregiver

## LEARNING OBJECTIVES



This course is designed to transform Learners into capable caregivers. It covers a variety of topics like medical terminology, nursing assistant fundamentals, and the basics of home healthcare. You'll learn about the medical and social needs of clients, as well as the nutrition, personal care, cleaning, and infection control tasks required of professional caregivers.

### Program Orientation: Caregiver

- Review program timeline, expectations, and requirements.

### HealthCare Foundational Knowledge and Basic Science

- Translate medical terminology using abbreviations, word building, and important terms.
- Gain standard knowledge of the healthcare industry and how it works.

### Anatomy and Physiology

- Identify the structures, locations, and functions of major body systems and the organs that comprise them.
- Explain how the organs of the major body systems interact and maintain homeostasis.
- Compare various risk factors leading to high mortality and morbidity.
- Describe the components of cell structure and their functions.
- Summarize how infectious agents affect cellular growth and function.
- Define basic anatomical terms.

### Infection Control

- Review the causes and diagnostic methods of various infectious and communicable diseases.
- Explore the protective measures required to prevent infection.
- Outline the treatments and protective measures required to manage and control the spread of infectious disease.
- Identify procedures and protocols for responding to infection control.

### General Patient Care

- Summarize the pharmacology basics needed by a medical assistant

- Outline the tasks required to prepare the examination room and the patient for examination.
- Summarize the medical assistant's responsibilities in assisting the provider with examinations.
- Identify the steps for responding to patient emergency situations in a general patient care facility.
- Describe the tasks required to properly maintain medical records and documentation.

### Caregiver Basics

- The important skills of patient observation and how to report key findings to the appropriate person and focuses on recognizing a patient in pain, techniques to comfort patients, and the importance of rest and sleep for the patient
- Common hazards and potential risks for injury for patients, demonstrating safety techniques for positioning patients
- Step-by-step instructions for safely transferring and assisting a patient with mobility
- Demonstrate the principles of good body mechanics and ergonomics to moving and transferring patients
- The proper techniques for bedmaking and patient bathing
- Daily patient care and provides step-by-step instructions on how to perform specific activities of daily living
- The different types of health care settings and the duties of the nursing assistant

### Communication and Customer Service in the Healthcare Office

- Identify the various types and styles of communication used in a healthcare office.
- Review how verbal, non-verbal, and written communication skills contribute to patient experience and outcome in a health care office.
- Identify professional communication techniques for a healthcare office, including interviewing techniques and use of medical terminology and patient-accessible language.

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### Medical Laws and Ethics

- Describe common legal issues related to prescriptions and medication administration.
- Identify key legal and regulatory aspects of the healthcare environment.
- Analyze key ethical and legal aspects of the medical profession.
- Summarize common legal issues related to medical documentation.

### Career Success in Healthcare

- Define "professionalism" and "success" in your own terms
- Differentiate between long-, medium-, and short-range goals
- Assess and develop your time management skills
- Develop plans to enhance your creative and critical thinking

### Program Completion

- Prepare to take the next steps after program completion.

**Total Hours: 264**