Florida Department of Education
Curriculum Framework

This program is a replacement for Patient Care Technician H170694 (0351390205).

Program Title: **Patient Care Technician**
Program Type: **Career Preparatory**
Career Cluster: **Health Science**

Career Certificate Program		
Program Number	H700600	
CIP Number	0351390208	
Grade Level	30, 31	
Program Length	600 hours	
Teacher Certification	Refer to the **Program Structure** section.	
CTSO	HOSA and SkillsUSA	
SOC Codes (all applicable)	For program SOC codes, please see the Program and Course Tables section of the CTE Program Resources page linked below.	
CTE Program Resources	http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml	
Basic Skills Level	Computation (Mathematics): 10	Communications (Reading and Language Arts): 10

Purpose

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Health Science career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of Health Science career cluster. This program is designed to prepare students for employment as patient care technicians and advanced cross-trained nursing assistants. This program offers a broad foundation of knowledge and skills, expanding the traditional role of the nursing assistant for both acute and long-term care settings.

The content includes but is not limited to broad, transferable skills and stresses understanding and demonstration of the following elements of the health care industry: planning, management, finance, technical and production skills, underlying principles of technology, labor issues, community issues, and health, safety, and environmental issues.

Additional Information relevant to this Career and Technical Education (CTE) program is provided at the end of this document.

Program Structure

This program is a planned sequence of instruction consisting of 6 occupational completion points.

This program is comprised of courses which have been assigned course numbers in the SCNS (Statewide Course Numbering System) in accordance with Section 1007.24 (1), F.S. Career and Technical credit shall be awarded to the student on a transcript in accordance with Section 1001.44(3) (b), F.S.

To teach the courses listed below, instructors must hold at least one of the teacher certifications indicated for that course.

The following table illustrates the postsecondary program structure:

OCP	Course Number	Course Title	Teacher Certification	Length
A	HCP0124	Nurse Assistant	REG NURSE 7 G PRAC NURSE @7 %7%G (Must be a Registered Nurse)	165 hours
B	HCP0333	Accelerated Home Health Aide	REG NURSE 7 G PRAC NURSE @7 %7%G (Must be a Registered Nurse)	25 hours
C	HCP0021	Patient Care Assistant		45 hours
D	HSC0012	Allied Health Assistant		100 hours
E	MEA0585	Advanced Allied Health Assistant		200 hours
F	PRN0095	Patient Care Technician		65 hours

**** The LPN 7 G district issued certification is a practical nurse. A practical nurse can only be utilized as an instructor of the CNA training program when they are supervised by the program coordinator who must be a registered nurse. Please refer to 64B9-15.005, F.A.C., for requirements.***

Florida's Career Readiness Skills for CTE Programs

Employability Skills	
01.0	Apply academic skills to workplace scenarios.
01.01	Use reading skills.
01.02	Use writing skills.
01.03	Use mathematical strategies and procedures.
01.04	Use scientific principles and procedures.
02.0	Design a solution to an industry problem.
02.01	Use critical thinking.
02.02	Use creativity.
02.03	Make sound decisions.
02.04	Solve problems.
02.05	Reason.
02.06	Plan and organize.
03.0	Manage resources within an industry project
03.01	Manage time.
03.02	Manage money or resources.
03.03	Manage materials.
03.04	Manage personnel.
04.0	Oversee the subcomponents, operations and output of a technical or organizational system.
04.01	Manage systems.
04.02	Monitor systems.
04.03	Improve systems.
05.0	Use information for decision making.
05.01	Locate information.
05.02	Organize information.
05.03	Use information.

	05.04 Analyze information.
	05.05 Communicate information.
06.0	Apply relevant technology to workplace scenarios to aid productivity.
	06.01 Use technology.
07.0	Interpret and express interpersonal communication.
	07.01 Communicate verbally.
	07.02 Listen actively.
	07.03 Comprehend written material.
	07.04 Convey information in writing.
	07.05 Communicate nonverbally.
	07.06 Interpret nonverbal communication.
08.0	Interact with others to accomplish workplace goals.
	08.01 Collaborate with others in a team.
	08.02 Respond to customer needs.
	08.03 Exercise leadership.
	08.04 Negotiate to resolve conflict.
	08.05 Respect others.
09.0	Manage personal behavior to maximize productivity and professional growth.
	09.01 Demonstrate responsibility and self-discipline.
	09.02 Adapt and show flexibility.
	09.03 Work independently.
	09.04 Demonstrate a willingness to learn.
	09.05 Demonstrate integrity.
	09.06 Demonstrate professionalism.
	09.07 Take initiative.
	09.08 Display positive attitude.
	09.09 Take responsibility for professional growth.

Job Attainment	
10.0	Find, assess and apply to job opportunities.
10.01	Identify online job posts relevant to his or her career aspirations.
10.02	Compare and contrast the job posts' required qualifications, job duties, compensation, benefits and employers.
10.03	Define what information, documentation and writing prompts are required for the positions.
11.0	Communicate personal competence, character and fit for a job opportunity.
11.01	Develop a resume.
11.02	Write a cover letter.
11.03	Curate a professional portfolio that includes work products.
11.04	Prepare for and experience a mock job interview.
12.0	Cultivate and leverage relationships to professionally advance.
12.01	Request a signed reference letter, letter of recommendation and/or an online skill/professionalism endorsement.
12.02	Develop a plan to cultivate a professional digital footprint.
12.03	Develop a networking plan for a specific industry of interest.

Standards

After successfully completing this program, the student will be able to perform the following:

01.0 Demonstrate knowledge of the healthcare delivery system and health occupations.
02.0 Use verbal, written, and/or electronic communications specific to the nurse assistant.
03.0 Demonstrate legal and ethical responsibilities specific to the nurse assistant.
04.0 Apply basic math and science skills specific to the nurse assistant.
05.0 Describe the anatomy and physiology of the human body.
06.0 Demonstrate an understanding of and apply wellness and disease concepts.
07.0 Perform physical comfort and safety functions specific to the nurse assistant.
08.0 Apply the principles of infection control specific to the nurse assistant.
09.0 Demonstrate knowledge of blood-borne diseases.
10.0 Recognize and respond to emergency situations.
11.0 Perform supervised organizational functions following the patient care plan.
12.0 Provide biological, psychological, and social support.
13.0 Provide personal patient care.
14.0 Perform patient care procedures.
15.0 Apply principles of nutrition.
16.0 Provide care for geriatric patients.
17.0 Assist with restorative (rehabilitative) activities.
18.0 Demonstrate an understanding of information technology applications in healthcare.
19.0 Demonstrate employability skills.
20.0 Use verbal and written communications specific to the Home Health Aide.
21.0 Demonstrate legal and ethical responsibilities specific to the Home Health Aide.
22.0 Perform physical comfort and safety functions specific to the Home Health Aide.
23.0 Apply principles of nutrition specific to the Home Health Aide.
24.0 Apply the principles of infection control specific to the Home Health Aide.
25.0 Perform home health-care services.
26.0 Perform nursing assistant skills related to the hospital setting.
27.0 Provide nursing assistant care for the adult patient.
28.0 Perform skills representative of 1-3 major allied health areas as determined by local labor market demand.
29.0 Complete a clinical rotation in the selected major allied health areas.
30.0 Perform additional skills from the previous module at the aide level and do not go beyond the scope of practice of unlicensed assistive personnel.
31.0 Complete a clinical rotation in the selected major allied health areas.
32.0 Demonstrate knowledge of organizational and effective team member skills.
33.0 Practice organizational and effective team member skills in a clinical setting.

Florida Department of Education
Student Performance Standards

Program Title: **Patient Care Technician**
Career Certificate Program Number: **H700600**

Course Number: HCP0124 **Occupational Completion Point: A** **Nursing Assistant – 165 Hours**	
The following intended outcomes 1-19 should be taught together as a module to achieve the occupational completion point Nursing Assistant.	
01.0	Demonstrate knowledge of the healthcare delivery system and health occupations. The student will be able to:
01.01	Identify the basic components of the healthcare delivery system, including public, private, government, and non-profit.
01.02	Describe the various types of healthcare providers and the range of services available, including resources to victims of domestic violence.
01.03	Describe the composition and functions of a healthcare team.
01.04	Identify the general roles and responsibilities of the individual members of the healthcare team.
01.05	Identify characteristics of effective teams.
01.06	Recognize methods for building positive team relationships.
01.07	Discuss attributes and attitudes of an effective leader.
01.08	Recognize factors and situations that may lead to conflict.
01.09	Recognize effective techniques for managing team conflict.
02.0	Use verbal, written, and/or electronic communications specific to the nurse assistant. The student will be able to:
02.01	Develop basic speaking and active listening skills.
02.02	Identify successful and unsuccessful communication characteristics, including communication styles and barriers.
02.03	Identify characteristics of verbal and non-verbal cues.
02.04	Describe the purpose of the chain of communication to resolve conflict.
02.05	Use appropriate medical terminology and abbreviations.

	02.06 Obtain specified data from the patient and family.
	02.07 Utilize verbal and written information to assist with the patient's plan of care.
	02.08 Distinguish between and report subjective and objective information.
	02.09 Discuss the importance of patient/client education regarding healthcare.
	02.10 Adapt communication skills to varied levels of understanding and cultural orientation, including, but not limited to, diverse age, cultural, economic, ethnic, and religious groups.
	02.11 Demonstrate the use of the communication systems, including electronic health record systems.
03.0	Demonstrate legal and ethical responsibilities specific to the nurse assistant. The student will be able to:
	03.01 Discuss and demonstrate legal and ethical behavior within the nursing assistant's scope of practice, including, but not limited to, role limitations in Florida.
	03.02 Describe a code of ethics consistent with the nursing assistant occupation.
	03.03 Explain the laws governing harassment, labor, and employment.
	03.04 Follow policies and procedures affecting the health, safety, and well-being of patients.
	03.05 Demonstrate safe standards of patient care, including prevention and quality of care.
	03.06 Exhibit behavior supporting and promoting patients’ and/or residents' rights.
	03.07 Describe advance directives.
	03.08 Explain the procedures for accurate documentation and record keeping.
	03.09 Recognize the potential for and prevention of medical errors and practice the proper procedures to follow regarding medical errors.
	03.10 Follow policies and procedures affecting the health, safety, and well-being of patients.
	03.11 Recognize and report signs of substance abuse.
	03.12 Demonstrate the understanding of vulnerable population abuse and reporting procedures per agency.
	03.13 Recognize and report illegal and/or unethical practices of healthcare workers.
	03.14 Recognize and report abuse, including domestic violence, neglect, and suspected human trafficking.
	03.15 Recognize that a CNA must self-report any crimes they’ve been involved in within 30 days of the offense in accordance with Florida Statutes.
	03.16 Explain practices that could result in malpractice, liability, negligence, abandonment, false imprisonment, and fraud.

	03.17 Define Omnibus Budget Reconciliation Act (OBRA).
	03.18 Define Minimum Data Set (MDS).
	03.19 Identify and explain the standards of the Health Insurance Portability and Accountability Act (HIPAA).
04.0	Apply basic math and science skills specific to the nurse assistant. The student will be able to:
	04.01 Demonstrate knowledge of Celsius and Fahrenheit temperature and the conversion of each.
	04.02 Calculate ratios.
	04.03 Make, use, and convert data using traditional and metric units.
	04.04 Make estimations and approximations; then judge the reasonableness of the results and demonstrate the ability to evaluate and draw conclusions.
	04.05 Convert from regular time to 24-hour time.
	04.06 Organize and communicate results obtained by observation.
05.0	Describe the anatomy and physiology of the human body. The student will be able to:
	05.01 Describe the basic structure and function of the human body.
	05.02 Describe the relationships of body systems in providing patient care.
	05.03 Recognize abnormal signs and symptoms of common diseases and conditions.
06.0	Demonstrate an understanding of and apply wellness and disease concepts. The student will be able to:
	06.01 Describe strategies for the prevention of diseases, including health screenings and examinations.
	06.02 Identify personal health practices and environmental factors that affect the optimal function of each of the major body systems.
	06.03 Identify psychological reactions to illnesses, including defense mechanisms.
	06.04 Identify complementary and alternative health practices.
	06.05 Discuss the adverse effects of the use of alcohol, tobacco, and both legal and illegal drugs on the human body and apply safety practices related to these and other high-risk behaviors.
	06.06 Explain the basic concepts of positive self-image, wellness, and stress.
	06.07 Develop a wellness and stress control plan that can be used in personal and professional life.

07.0	Perform physical comfort and safety functions specific to the nurse assistant. The student will be able to:
07.01	Implement appropriate regulatory and accrediting agency patient safety guidelines, including Joint Commission.
07.02	Explain personal safety procedures based on Occupational Safety and Health Administration (OSHA) and the Centers for Disease Control (CDC) regulations, including standard precautions.
07.03	Recognize Safety Data Sheets and comply with safety signs, symbols, and labels.
07.04	Maintain safe patient units, equipment, and a comfortable environment.
07.05	Maintain service areas on the units, including supplies and equipment.
07.06	Explain the procedure for properly identifying patients.
07.07	Observe, report, and record changes in the patient's behavior as needed, including mental awareness.
07.08	Demonstrate adjustment of bed and side rails according to facility policy.
07.09	Demonstrate and assist the patient in dangling.
07.10	Explain and demonstrate proper body mechanics and ergonomics, and use assistive devices to safely transfer and support patients.
07.11	Demonstrate lifting, supporting, and transferring patients from bed to chair, bed to bed, and bed to stretcher, including the use of the various assistive devices and equipment while utilizing proper body mechanics and patient safety measures.
07.12	Demonstrate the proper use of a gait/transfer belt in transfer and ambulation.
07.13	Assist patient in ambulation, including the use of a crutch, cane, or walker.
07.14	Demonstrate the proper wheelchair safety techniques and assist the patient as needed with use.
07.15	Apply supportive devices as directed (e.g., footboard, over-bed cradle, alternating pressure mattress).
07.16	Assist patient with care and use of prosthetic/orthotic devices.
08.0	Apply the principles of infection control specific to the nurse assistant. The student will be able to:
08.01	Identify and implement transmission-based precautions and standard infection control procedures.
08.02	Recognize emerging diseases and disorders.
08.03	Explain medical and surgical asepsis.
08.04	Explain and demonstrate proper hand hygiene.

	08.05 Identify the chain of infection.
	08.06 Provide care for patients with infectious diseases while applying the principles of standard and transmission-based precautions.
	08.07 Apply the proper use of personal protective equipment (PPE) for all types of isolation, including donning and removing PPE appropriately.
	08.08 Describe how to correctly dispose of biohazardous materials according to appropriate government guidelines, such as OSHA.
	08.09 Follow isolation procedure with food trays, PPE, and other supplies/equipment.
	08.10 Collect a specimen from a patient in isolation.
09.0	Demonstrate knowledge of blood-borne diseases. The student will be able to:
	09.01 Describe blood-borne diseases.
	09.02 Distinguish between fact and fallacy about the transmission and treatment of diseases caused by blood-borne pathogens.
	09.03 Identify community resources and services available to individuals with diseases caused by blood-borne pathogens.
	09.04 Identify “at-risk” behaviors which promote the spread of diseases caused by blood-borne pathogens and the public education necessary to combat the spread of these diseases.
	09.05 Explain the legal aspects of HIV/AIDS, including testing.
10.0	Recognize and respond to emergency situations. The student will be able to:
	10.01 Describe emergency procedures utilized in the clinical area(s) and the role of the nursing assistant in these procedures.
	10.02 Recognize fire, safety, disaster, and evacuation procedures.
	10.03 Obtain and maintain training for certification on cardiopulmonary resuscitation (CPR), automated external defibrillator (AED), foreign body airway obstruction (FBAO), and first aid.
	10.04 Recognize adverse drug-related emergencies and take appropriate first aid action.
11.0	Perform supervised organizational functions following the patient care plan. The student will be able to:
	11.01 Organize and prioritize patient-care assignments.
	11.02 Complete assignments accurately and promptly.
12.0	Provide biological, psychological, and social support. The student will be able to:
	12.01 Discuss family roles and their significance to health.

	12.02 Respond to patient and family emotional needs.
13.0	Provide personal patient care. The student will be able to:
	13.01 Perform bed bath; observe and report changes in a patient, including skin and level of consciousness.
	13.02 Assist with shower or tub bath, including the use of specialty tubs or prepackaged disposable-bagged baths.
	13.03 Administer back rub with bath and as needed.
	13.04 Assist patient with hair care utilizing sink, tub, shower, bed, or shower cap.
	13.05 Demonstrate the use of a safety and/or electric razor to shave the patient.
	13.06 Demonstrate how to groom the patient, including hair, skin, foot, hand, and nail care.
	13.07 Assist with and/or administer oral hygiene, including denture care.
	13.08 Assist the patient to dress.
	13.09 Assist patient with toileting using various types of restorative and rehabilitative equipment.
	13.10 Assist patient with use of bedpan (standard and fracture).
	13.11 Assist with bowel and bladder training.
	13.12 Assist and/or provide perineal care.
	13.13 Empty, measure, and record urinary output and/or drainage.
	13.14 Demonstrate the application and use of a leg bag, leg strap, and dignity bag.
	13.15 Monitor and assist with the drainage of urostomy bags and colostomy bags.
	13.16 Assist patient with both donning and doffing prostheses and braces.
	13.17 Assist patient with meals.
	13.18 Describe the relationships of body systems when providing patient care.
14.0	Perform patient care procedures. The student will be able to:
	14.01 Demonstrate ability to accurately measure, record, and report vital signs.
	14.02 Demonstrate ability to recognize and report vital signs outside of normal parameters.

14.03	Assist with the admission, transfer, and discharge of a patient and/or resident.
14.04	Maintain the patient belongings list
14.05	Make an unoccupied and occupied bed.
14.06	Provide range-of-motion exercises, including, but not limited to, passive, active, and active-assisted.
14.07	Apply anti-embolic hose and sequential compression devices.
14.08	Understand and demonstrate proper collection of routine, timed urine, and clean-catch urine specimens.
14.09	Record fluid intake and output (I&O).
14.10	Observe, record, and report the patient's emesis.
14.11	Monitor and provide urinary catheter care and drainage systems.
14.12	Assist with ostomy care, including emptying or changing ostomy bags that do not adhere to the skin.
14.13	Collect stool specimen.
14.14	Assist with the collection of a sputum specimen.
14.15	Assist the patient in applying binders.
14.16	Care for the patient in skin and skeletal traction.
14.17	Assist with pre-operative and post-operative patient care.
14.18	Reinforce dressings under the supervision of the RN/LPN.
14.19	Obtain and record an apical pulse.
14.20	Provide cast care and/or pin care.
14.21	Provide care for visual devices, including but not limited to eyeglasses, artificial eyes, and contact lenses.
14.22	Provide care for hearing devices.
15.0	Apply principles of nutrition. The student will be able to:
15.01	Identify nutrients and food groups.
15.02	Identify and develop basic food plans.

15.03	Check the patient's diet tray for accuracy.
15.04	Monitor and document nutritional intake.
15.05	Identify and implement regional, cultural, and religious food guidelines and preferences.
15.06	Demonstrate knowledge of the need for thickened liquids and fluid consistency.
15.07	Identify methods of maintaining fluid balance, including encouraging and restricting fluids.
15.08	Explore and utilize the U.S. Department of Agriculture’s nutrition resources.
16.0	Provide care for geriatric patients. The student will be able to:
16.01	Identify and assist with methods and procedures to maintain skin integrity, including but not limited to, preventing pressure ulcers.
16.02	Identify and assist with methods to prevent falls in the elderly.
16.03	Identify and assist with safety principles as related to the elderly.
16.04	Describe general characteristics, particular needs, and age-related changes of the elderly.
16.05	Identify attitudes and living habits that promote positive mental and physical health for the elderly.
16.06	Distinguish between fact and fallacy about the aging process.
16.07	Apply reality orientation techniques and validation therapy unless it is contraindicated by the patient's diagnosis.
16.08	Recognize and respond appropriately to symptoms of common diseases, including dementia, depression, suicide, and Alzheimer’s.
16.09	Provide and involve patients in diversional activities.
16.10	Identify common alterations in elderly patient behavior.
16.11	Provide care for patients with special needs, including but not limited to physical and cognitive impairments.
16.12	Demonstrate awareness of common behaviors in drug use and abuse in the elderly.
16.13	Report concerns to the nurse and appropriate authorities related to drug use and abuse in the elderly patient.
16.14	Identify the need for community resources and services available to the elderly and their caregiver.
16.15	Identify components of the grief process.
16.16	Demonstrate an understanding of end-of-life care, hospice, and palliative care.

17.0	Assist with restorative (rehabilitative) activities. The student will be able to:
17.01	List the purposes of a restorative (rehabilitation) program.
17.02	Assist patient with specified restorative (rehabilitation) needs.
17.03	Assist patients to reach the optimum level of independence.
18.0	Demonstrate an understanding of information technology applications in healthcare. The student will be able to:
18.01	Define terms and demonstrate basic computer skills.
18.02	Recognize and/or describe technology applications in healthcare that are specific to the nursing assistant occupation.
18.03	Recognize new and emerging technology in healthcare.
19.0	Demonstrate employability skills. The student will be able to:
19.01	Identify personal traits or attitudes desirable in a nursing assistant.
19.02	Exemplify basic professional standards of a nursing assistant as they apply to hygiene, dress, language, confidentiality, and behavior, including but not limited to phone, email, and social media etiquette.
19.03	Identify documents that may be required when applying for a job.
19.04	Write an appropriate resume.
19.05	Conduct a job search.
19.06	Complete a job application form correctly.
19.07	Examine levels of education and credentialing requirements, including licensure and certification, employment opportunities, workplace environments, and career growth potential.
19.08	Identify acceptable work habits.
19.09	Recognize appropriate, effective, and professional behavior.
19.10	Compare careers within the health science career pathways.

Course Number: HCP0333
Occupational Completion Point: B
Accelerated Home Health Aide – 25 hours

Students in this module have already completed a Nursing Assistant program. After completing this module, the student will have achieved the occupational completion point of a Home Health Aide (a home health aide who is also a nursing assistant). This program also meets the

requirements of a Home Health Aide as stated in Rules of the Department of Health and Rehabilitative Services, Division of Health, Chapter 10D-68 - Minimum Standards for Home Health Agencies.

Please refer to 42CFR§484 for the clinical and faculty requirements for the Home Health Aide course.

The recommended length of instruction for this module is 25 clock hours, but no less than 20 hours. Students who have completed the Nursing Assistant program should take this module to become a Home Health Aide.

20.0	Use verbal and written communications specific to the Home Health Aide. The student will be able to:
	20.01 Obtain data from the patient and family/significant others.
	20.02 Utilize verbal and written information to contribute to the patient's plan of care.
	20.03 Recognizes cultural differences in family.
21.0	Demonstrate legal and ethical responsibilities specific to the Home Health Aide. The student will be able to:
	21.01 Demonstrate legal and ethical behavior within the role and scope of home health aide responsibilities.
	21.02 Follow policies and procedures affecting the health, safety, and well-being of patients in the home setting.
22.0	Perform physical comfort and safety functions specific to the Home Health Aide. The student will be able to:
	22.01 Maintain a clean and safe home environment for the patient.
	22.02 Identify emergency evacuation procedures with adaptations to the home setting.
23.0	Apply principles of nutrition specific to the Home Health Aide. The student will be able to:
	23.01 List factors that must be considered when purchasing food.
	23.02 List factors that must be considered when storing food.
	23.03 Discuss the preparation and serving of trays in the home.
24.0	Apply the principles of infection control specific to the Home Health Aide. The student will be able to:
	24.01 Provide care for patients with infectious diseases in the home.
	24.02 Follow isolation procedures with food tray, garments, and other materials in the home.
	24.03 Utilize standard and blood-borne precautions in all home care.
25.0	Perform home health-care services. The student will be able to:

25.01	Follow an established work plan with the patient and family.
25.02	Perform patient-related cleaning tasks and laundry.
25.03	Identify methods for medication storage.
25.04	Assist patient with taking self-administered prescribed medication in the home and identify possible side effects and emergency procedures for adverse reactions in accordance with the Florida Statutes.
25.05	Demonstrate how to utilize specified equipment and supplies in the home.

Course Number: HCP0021
Occupational Completion Point: C
Patient Care Assistant – 45 Hours

Students enrolled in this module have previously completed a Nursing Assistant and Home Health Aide program and are adding these skills to work in a health care facility other than a nursing home. The average achieving student should complete this module in 40 clock hours with a minimum of 20 clinical hours. The occupational completion point for Patient Care Assistant can only be achieved when this module is completed, plus the modules/or credentials for Home Health Aide and Nursing Assistant are satisfied.

26.0	Perform nursing assistant skills related to the hospital setting. The student will be able to:
26.01	Care for hospital equipment and supplies.
26.02	Transfer patient to a stretcher and wheelchair.
26.03	Prepare hot and cold applications for a nurse to apply them.
26.04	Assist the patient to apply binders.
26.05	Care for the patient in skin and skeletal traction.
26.06	Assist with pre-operative and post-operative patient care.
26.07	Practice nursing assistant skills in the hospital setting.
27.0	Provide nursing assistant care for the adult patient. The student will be able to:
27.01	Assist with a physical examination.
27.02	Care for patients receiving oxygen therapy.
27.03	Change an unsterile dressing.
27.04	Take an apical and pedal pulse.

27.05	Demonstrate an understanding of artificial eye and/or eyewear care.
27.06	Demonstrate an understanding and knowledge of the needs of patients with common health problems.
27.07	Measure pulse oximetry and report decreasing levels of O_2 saturation.

Course Number: HSC0012
Occupational Completion Point: D
Allied Health Assistant – 100 Hours

Students enrolled in this module have completed the Patient Care Assistant competencies and/or are adding these skills to be multi-skilled workers. Students will perform skills representative of one to three areas of allied health care in the laboratory and clinical settings. Major areas of allied health are defined as physical therapy, emergency, radiation, laboratory and respiratory medicine, and occupational therapy. Other areas of health, medicine, dentistry, or veterinary may be included with instructor-provided competencies**. Such teacher-made competencies must remain at the aide level and not go beyond the scope of practice of unlicensed assistive personnel. Invasive procedures that fall into the nursing scope of practice are not to be added**. Clinical experience is defined as activities performed in the clinical setting under the supervision of the appropriate health professional. School certificates for this module must be for "Allied Health Assistant". Specific competencies should be listed on the back of the certificate.

28.0	Perform skills representative of 1 to 3 major allied health areas as determined by labor market demand. The student will be able to:
28.01	Perform skills related to the body systems.
28.02	If unlicensed physical restorative type skills are to be taught, students will be able to:
	• Describe the functions of bones and muscles as related to the practice of physical therapy.
	• Define disability and identify types of disabilities.
	• Describe equipment used in physical therapy.
	• Teach crutch and walker use and care.
	• Perform safe body mechanics and transfer techniques.
	• Demonstrate an understanding of the use of modalities and practice of physical therapy (i.e., Ultrasound, heat and cold therapeutic massage, E-STEM, wound care, elastic stockings).
	• Perform communication skills specifically related to physical therapy.
	• Assist clients in eating using prompting techniques in the use of adaptive feeding devices.
	• Identify augmented communication devices and describe the purpose of each.

• Demonstrate techniques used in active and passive range of motion exercises.
• Instruct patients in bed/wheelchair mobility activities.
• Describe the relationship between long-term and short-term goals.
28.03 If unlicensed occupational restorative type skills are to be taught, students will be able to:
• Describe, name, and discuss the avenues of occupational therapy practice and the equipment used.
• Perform feeding and dressing skills using one hand and/or adaptive equipment.
• Perform communication skills specifically related to occupational therapy.
• Perform and instruct a range of motion exercises.
• Train the client in clothing care skills.
• Train the client in food preparation skills.
• Demonstrate an understanding of assisting the client in money management skills.
28.04 If unlicensed respiratory restorative type skills are to be taught, students will be able to:
• Name and discuss the avenues of Respiratory Care Practice.
• Describe common respiratory diseases (asthma, emphysema, chronic bronchitis, and atelectasis) and common medications used to treat respiratory diseases.
• Assemble and practice using gas-reducing and flow-regulating equipment.
• Demonstrate and discuss the use of incentive spirometers.
• Differentiate between various oxygen-delivery devices (nasal cannulas, simple and rebreathing masks, oxyhoods, enclosures.
• Stock shelves, process, and perform preventative maintenance on respiratory care equipment.
• Check emergency equipment assigned to respiratory care.
• Demonstrate/discuss the use of postural drainage and percussion.
• Discuss and practice the use of the pulse oximeter.
• Describe the equipment and use of humidity/aerosol.
28.05 If medical administrative assisting type skills are one of the selected allied health areas to be taught, students will:

	• Demonstrate an understanding of basic medical terminology, e.g., prefixes, suffixes, and root words related to major body systems.
	• Demonstrate an understanding of straight numerical, alphabetical, and terminal digit filing.
	• Demonstrate computer literacy, keyboarding, and retrieval skills.
	• List procedures for scheduling and referring patients, and handling walk-in emergency patients.
	• Understand what is required to create and submit a medical bill.
	• Define a Release of Medical Information, Explanation of Benefit, Assignment of Benefit, and Electronic Remittance Advice
	• Develop an understanding of the term HMO and be able to interpret the information contained on the patient's insurance card.
	• Understand the financial terms and procedures involved in operating a medical office practice, including Income, Expense, Accounts Receivable, Accounts Payable, Cash, and Accrual Accounting, Write-off Adjustments.
28.06	If unlicensed radiologic type skills are to be taught, students will:
	• Identify the function of a cassette, film, and screen.
	• Describe how radiation produces an image on film.
	• Identify the process by which X-ray film is developed.
	• Process a film through an automatic processor.
	• Identify anatomical position and terminology related to position (supine, prone, proximal, distal, medial, lateral, superior, inferior, anterior/ventral, oblique, and posterior/dorsal).
	• Identify patient properly (check identification band, etc.).
	• Explain appropriate exam(s) to the patient.
	• Perform safe body mechanics and transfer of the patient onto the x-ray table.
	• Position patient for exam(s) (chest, KUB, hand, and foot).
	• Position the x-ray tube to simulate exposure for exam(s) (chest, KUB, hand, and foot).
	• Use an artificial arm to perform venipuncture.
28.07	If unlicensed electrocardiograph aide type skills are to be taught, students will:
	• Describe the cardiovascular system.

	• Demonstrate knowledge of, apply, and use medical instrumentation modalities.
	• Demonstrate knowledge of the use of electrocardiographic equipment on patients who have special needs and considerations.
	• Perform patient care techniques in the health care facility.
	• Demonstrate knowledge of telemetry application,
	• Assist with the patient care of patients undergoing ambulatory monitoring and stress testing.
	• Demonstrate knowledge of patient care for patients with pacemakers and implanted defibrillators.
	• Identify legal and ethical responsibilities of an EKG/ECG monitor technician.
	• Recognize normal and abnormal monitoring.
28.08	If unlicensed phlebotomy aide type skills are to be taught, students will:
	• Demonstrate accepted professional communication and interpersonal skills of a phlebotomist.
	• Discuss phlebotomy in relation to the health care setting.
	• Identify the anatomic structure and function of body systems in relation to services performed by phlebotomist.
	• Recognize and identify collection reagents, supplies, equipment and interfering chemical substances.
	• Demonstrate skills and knowledge necessary to perform phlebotomy.
	• Practice accepted procedures of transporting, accessioning and processing specimens.
	• Practice quality assurance and safety.
28.09	If unlicensed geriatric type skills are to be taught, (for students completing nurse assisting only) students will:
	• Recognize types of long-term care facilities and levels of care.
	• Be familiar with legislation affecting long-term care.
	• Discuss physical and emotional effects of aging and appropriate ways of dealing with them.
	• Recognize the stages of dementia and the care of residents in each stage.
	• Discuss reality orientation, reminiscing, and validation therapy.
	• Describe the effects of aging on nutritional needs.

	• Provide for the safety of the elderly and chronically ill patient, including prevention of falls, prevention of infections, provision of a safe environment and prompt attendance to patients' needs.
	• Check the integrity of the patient's skin condition and take appropriate actions when needed.
	• Recognize common chronic illnesses and the special care required.
	• Provide appropriate end-of-life care.
	• Know common medications taken by the elderly and chronically ill, their effects, and side effects.
29.0	Complete a clinical rotation in 1-3 major allied health areas. The student will be able to:
29.01	Demonstrate skills in the selected major allied health areas in the clinical setting
29.02	Complete clinical rotations under the supervision of a duly licensed/certified allied health care or nursing professional.
29.03	Exhibit behavior consistent with the professional ethics required of each of the allied health areas being studied.

Course Number: MEA0585
Occupational Completion Point: E
Advanced Allied Health Assistant – 200 Hours

Students enrolled in this module have completed the Patient Care Assistant and Allied Health Assistant competencies, and/or are adding these skills to be more multi-skilled workers. Students will perform skills representative of one to three areas of allied health care in the laboratory and clinical settings. Major areas of allied health are defined as physical therapy, emergency, radiation, laboratory and respiratory medicine, and occupational therapy. Other areas of health, medicine, dentistry, or veterinary may be included with instructor-provided competencies**. Such teacher-made competencies must remain at the aide level and not go beyond the scope of practice of unlicensed assistive personnel. Invasive procedures that fall into the nursing scope of practice are not to be added**. Clinical experience is defined as activities performed in the clinical setting under the supervision of the appropriate health professional. School certificates for this module must be for "Advanced Allied Health Assistant". Specific competencies should be listed on the back of the certificate.

30.0	Perform additional skills from the previous module at the aide level and do not go beyond the scope of practice of unlicensed assistive personnel.
31.0	Complete a clinical rotation in the selected major allied health area. The student will be able to:
31.01	Demonstrate skills in the selected major allied health areas in the clinical setting.
31.02	Complete clinical rotations under the supervision of a duly licensed/certified allied health care or nursing professional.
31.03	Exhibit behavior consistent with the professional ethics required of each of the allied health areas being studied.

Course Number: PRN0095 **Occupational Completion Point: F** **Patient Care Technician – 65 Hours**	
Students enrolled in this module MUST have completed ALL modules in this program. Upon completion, they will be prepared as the cross-trained unlicensed worker known as the Patient Care Technician (Industry Title).	
32.0	Demonstrate knowledge of organizational and effective team member skills. The student will be able to:
	32.01 Define terms associated with organizational and time management skills.
	32.02 Discuss various situations when a Patient Care Technician would utilize organizational skills.
	32.03 List the characteristics of an effective team member.
	32.04 Discuss the chain of command and characteristics of team member relationships.
	32.05 Perform a self-evaluation.
33.0	Practice organizational and effective team member skills in a clinical setting. The student will be able to:
	33.01 Demonstrate ways to deal with conflict.
	33.02 Demonstrate employability skills specific to a patient care technician.
	33.03 Demonstrate communication skills that are supportive of team members.
	33.04 Demonstrate effective time management skills.
	33.05 Give and receive end-of-shift reports to team members.

Additional Information

Laboratory Activities

Laboratory investigations that include scientific inquiry, research, measurement, problem solving, emerging technologies, tools and equipment, as well as, experimental, quality, and safety procedures are an integral part of this career and technical program/course. Laboratory investigations benefit all students by developing an understanding of the complexity and ambiguity of empirical work, as well as the skills required to manage, operate, calibrate and troubleshoot equipment/tools used to make observations. Students understand measurement error; and have the skills to aggregate, interpret, and present the resulting data. Equipment and supplies should be provided to enhance hands-on experiences for students.

Special Notes

This program also meets the requirements of Home Health Aide as stated in Rules of the Department of Health and Rehabilitative services, Division of Health, Chapter 10D-68 - Minimum Standards for Home Health Agencies.

Please refer to 42CFR§484 for the clinical and faculty requirements for the Home Health Aide course.

This program meets the Department of Health's education requirements for HIV/AIDS, Domestic Violence and Prevention of Medical Errors. Although not a requirement for initial licensure, it is a requirement for renewal, therefore the instructor **may** provide a certificate for renewal purposes to the student verifying these requirements have been met.

If students in this program are seeking a licensure, certificate or registration through the Department of Health, please refer to 456.0635, F.S. for more information on disqualification for a license, certificate, or registration through the Department of Health.

A voluntary Certified Patient Care Technician (CPCT) national Examination is available through the:

National Healthcare Association http://www.nhanow.com/
7500 West 160th Street, Stilwell, Kansas 66085
Phone: 973-605-1881, Toll Free: (800) 499-9092, FAX: (913) 661-6291

Completion of this program should enable the postsecondary student to be given advanced standing in the Practical Nursing program H170607.

The Core should be taken first in the program. Following the successful completion of the core, the student is eligible to take the National Health Care Foundation Skill Standards Assessment with instructor approval and the completion of a portfolio.

Career and Technical Student Organization (CTSO)

CTSOs are co-curricular career and technical student organizations providing leadership training and reinforcing specific career and technical skills. Career and Technical Student Organizations provide activities for students as an integral part of the instruction offered. Other CTSOs not listed in

this curriculum framework or recognized by the Florida Department of Education are permissible provided they support student mastery over the standards and benchmarks of this curriculum framework.

Cooperative Training – OJT

On-the-job training is appropriate but not required for this program. Whenever offered, the rules, guidelines, and requirements specified in the OJT framework apply.

Basic Skills

In Career Certificate programs offered for 450 hours or more, in accordance with Rule 6A-10.040, F.A.C., the minimum basic skills grade levels required for postsecondary adult career and technical students to complete this program are: Computation (Mathematics) and Communications (Reading and Language Arts). These grade level numbers correspond to a grade equivalent score obtained on a state designated basic skills examination.

Adult students with disabilities, as defined in Section 1004.02, Florida Statutes, may be exempted from meeting the Basic Skills requirements (Rule 6A-10.040). Students served in exceptional student education (except gifted) as defined in s. 1003.01, F.S., may also be exempted from meeting the Basic Skills requirement. Each school district and Florida College System Institution must adopt a policy addressing procedures for exempting eligible students with disabilities from the Basic Skills requirement as permitted in Section 1004.91, F.S.

Accommodations

Federal and state legislation requires the provision of accommodations for students with disabilities to meet individual needs and ensure equal access. Postsecondary students with disabilities must self-identify, present documentation, request accommodations if needed, and develop a plan with their counselor and/or instructors. Accommodations received in postsecondary education may differ from those received in secondary education. Accommodations change the way the student is instructed. Students with disabilities may need accommodations in such areas as instructional methods and materials, assignments and assessments, time demands and schedules, learning environment, assistive technology and special communication systems. Documentation of the accommodations requested and provided should be maintained in a confidential file.

Note: postsecondary curriculum and regulated secondary programs cannot be modified.