

ST.TERESA'S COLLEGE (AUTONOMOUS)

ERNAKULAM

(Affiliated to Mahatma Gandhi University, Kottayam)



**CURRICULUM AND SYLLABI FOR
COMMUNITY COLLEGE PROGRAMME
IN
DIPLOMA IN HEALTHCARE ASSISTANCE**

Under Credit & Semester System

(2018 Admissions)

St. Teresa's College, (Autonomous)

Department of Community college Board of Studies (Home science)

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| 4 | Smt . Dinu Simon St.Teresa's Community College Ernakulam | Asst. Professor | Member |
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FOREWORD

Autonomy in the field of higher education implies responsibility and accountability and this in turn leads to excellence in academics and pro active governance. St Teresa's College was given autonomous status in the year 2014 and we have made a concerted attempt to maintain a high level of quality in the standard of education that we impart.

Academic autonomy has granted us the freedom to fine tune the syllabus keeping in mind the changing needs of the new generation of students. Education in the current scenario throws up a multitude of challenges and the curricula and syllabi ought to reflect the paradigm shift that has occurred in the various disciplines. Structured feedback was taken from the Students, Alumni and the experts from the industry and the changes suggested by them were duly incorporated in the syllabi.

The Board of Studies constituted for each department meet regularly in the stipulated time frame and in depth discussions are conducted about the different dimensions of the curricula and syllabi. The IQAC team has felicitated the conduct of a number of workshops and conferences to equip the faculty with the necessary skill set to frame the syllabi, set question papers for internal tests that evaluate whether the learning outcomes enlisted in the syllabus have been achieved and to ensure the fair and transparent conduct of examinations.

The responsibility that autonomy has placed on us is indeed onerous but we have strived together to meet all the challenges that were placed in our way. We have worked towards moulding young women as responsible citizens who will carry forward the task of nation building in an exemplary manner. All effort has been made to nurture their academic ambitions as well as their skills in co curricular activities.

With sincere gratitude I acknowledge the instinct support and constant guidance extended by Rev. Sr. Dr. Vinitha, the Director of the College.

I specially thank the team headed by Smt. Shanty B. P. for updating the *syllabi*, the Heads of the Departments and all the faculty members for their diligence, commitment and exceptional contribution towards this endeavour.

DR. SAJIMOL AUGUSTINE. M
PRINCIPAL

PREFACE

As an autonomous college under Mahatma Gandhi University, St. Teresa's College has taken conscientious efforts to strengthen the curriculum by retaining all the fundamental stipulations of the University/Higher Education Council, to ensure a well-balanced Curriculum. Within the constraints of a prescribed syllabus, we have resolved to take a collective effort to create an inspiring academic culture in the institution, essential for teachers and students to access deeper knowledge and participate in its expansion and transmission. It is also to re-articulate the almost lost or forgotten fact that production and transmission of Quality Knowledge, essential for the development of students in particular and society in general, are the primary functions of any Educational Institution.

The Syllabus restructuring of 2018 aims to provide the students many opportunities to engage with authentic, real world learning. This has been evident through the significant number of new Programmes introduced at the wake of autonomy in 2014 with their integral placement opportunities. Increasingly, however, opportunities for engagement in work-based learning that can be provided through the curriculum across a range of subject areas are creating new and exciting ways to support student learning.

I acknowledge the efforts taken by the teachers in developing Programme and Course outcomes that focus on cognitive and intellectual skills of the learners, confidence to carry out independent and scholarly research in area of professional interest to them and to position themselves globally effective cross-cultural educators.

I congratulate the efforts taken by the Principal Dr. Sajimol Augustine M. and the team for restructuring the syllabi under the leadership of Smt. Shanty B.P in a meaningful manner. Transformation is what makes St. Teresa's distinctive. Transforming lives in order to make a real impact on the local and international stage through the creation, sharing and application of knowledge. We look forward to sharing with you the outcomes of our curriculum restructuring and these resources we hope will enable you to reflect on learning gain in our own institution.

DR. SR. VINITHA (CELINE E)

DIRECTOR.

ACKNOWLEDGEMENT

There are many scholarly, insightful people whose relentless support and guidance made this syllabus restructuring 2018 a success. I take this opportunity to express my sincere appreciation to all those who were part of this endeavor for restructuring the syllabus of Community College programme in Diploma in Healthcare Assistance ,St. Teresa's College (Autonomous), Ernakulam affiliated to Mahatma Gandhi University,Kottayam.

I express profound gratitude to the Director, Dr.Sr. Celine E., Principal Dr.Sajimol Augustine M., and the Academic Council for their sincere co-operation and guidance for completion of this work. I would also like to acknowledge with much appreciation the crucial role of the members of the Board of Studies and the guidelines and expertise provided by them. I also appreciate the efforts and the valuable suggestions of members of syllabus committee. With immense pleasure and gratitude I remember the untiring support rendered by Smt.Dinu Simon and Lt.Col.Lalitha Nambiar, faculty members, Department of Community College who worked hard in preparing this restructured syllabus and curriculum for the community college students of our College.

I wish to express my sincere thanks to Dr.Jogy Alex, Dept.of Chemistry, St.Thomas College, Pala. I also place on record my gratitude to all professionals, academicians and other stakeholders who gave valuable suggestions in this regard.

Dr.Betty Rani Isaac
Chairperson,
Board of Studies in Home Science,
St. Teresa's College (Autonomous).

Curriculum and Syllabus 2018 admission onwards

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Community College Programme in Diploma in Healthcare Assistance under credit and semester system (2018 admission onwards)

PREAMBLE

UGC SPONSORED COMMUNITY COLLEGE

The Community College model, as envisaged, will be accessible to a large number of individuals of the community, offer low cost and high quality education locally, that encompasses both skills development as well as traditional coursework, thereby providing opportunities to the learners to move directly to the employment sector or move into higher education. It provides a flexible and open education system which also caters to community-based life-long learning needs. It has a synergistic relationship between the community, learner and the job market.

The University Grants Commission (UGC) had launched a scheme on 27 February, 2014 for skills development based higher education. Considering the implementation modalities, the guidelines of the scheme have been revised in the year 2015. It is a nationally integrated education and competency-based skill framework which provides for multiple pathways, both within vocational education and between general and vocational education, to link one level of learning to another higher level and enables learners to progress to higher levels from any starting point in the education and / or skill system. It permits individuals to accumulate their knowledge and skills and convert them, through testing and certification by the competent authorities, into higher level of certification which could be a certificate, diploma, advanced diploma, a degree or a PG diploma in common parlance. The community college programme is focused on universities and colleges providing undergraduate studies which would also incorporate specific job roles and their NOSs along with broad based general education. This would enable the graduates to make a meaningful participation in accelerating India's economy by gaining appropriate employment, becoming entrepreneurs and creating appropriate knowledge.

1. Aims and Objectives

The main objectives of the scheme are:

- i. To make higher education relevant to the learner and the community;
- ii. To integrate relevant skills into the higher education system;
- iii. To provide skill based education to students currently pursuing higher education but actually interested in entering the workforce at the earliest opportunity;
- iv. To provide employable and certifiable skills based on National Occupational Standards (NOSs) with necessary general education to Senior Secondary School pass-outs, with general education and /or vocational education background.
- v. To provide for up-gradation and certification of traditional / acquired skills of the learners irrespective of their age;
- vi. To provide opportunities for community-based life-long learning by offering courses of general interest to the community for personal development and interest;
- vii. To provide opportunity for vertical mobility to move to higher education in future; and
- viii. To offer bridge courses to certificate holders of general / vocational education, so as to bring them at par with appropriate NSQF level.
- ix. To provide entrepreneurial orientation along with required skill training for self-employment and entrepreneurship development.

2. Governance and Coordination

Each CC will constitute a separate Board of Management (BoM) for its effective governance which will include representative(s) of the affiliating university, relevant industries, relevant Sector Skills Council(s), and Nodal Officer(s) of CC. For the purpose of brevity, henceforth the word “industry” will be used to signify all the sectors of the economy including manufacturing, mining, services, agriculture and allied sectors. The Vice Chancellor of the university or Chairman/ President of the Managing Committee of the college will be the Chairman of the BoM and the Principal of the College shall be its Member-Secretary, and representatives from the partner industry and SSC as its Co-Chairpersons. BoM will meet periodically to review the functioning of the CC and, thereafter, as and when required, but at least once in six months.

- The Board of Studies (BoS) would have representatives from the college, university to which the college is affiliated, partner industries and relevant Sector Skill Council(s). The Principal of the CC shall be the Chairperson, while the local head of one of the partner industries shall be the co Chairperson. The BoS shall decide the programmes to be offered by the CC, depending upon the industry needs, skill gap studies done by NSDC or such other credible sources, and finalize the curriculum in modular form in consultation with the partner industry and relevant SSC.

3. Curricular Aspects and Level of Awards

As the CBSE and many other school boards are initiating skill based vocational courses with certification at NSQF Level 4 for students completing 10+2, there may be three types of learners getting admission to first semester of CC courses:

Category – 1 : students already acquired NSQF certification Level 4 in a particular industry sector and opted admission in the courses under CC in same trade with job role for which he / she previously certified at school level.

Category – 2 : students who have acquired NSQF certification Level 4 but may like to change their trade and may enter into CC in a different industry sector.

Category – 3 : students passed 10+2 examination with conventional schooling without any background of vocational training.

The community college will develop curriculum and arrange for skill intensive training / teaching for the learners belonging to the category-2 and 3 as above during the first six months who will be assessed and certified for NSQF Level 4 of skill competency by concerned SSC at the end of first semester. However, learners belonging to category-1 will not require such certification as they already have NSQF level 4 certificates in same industry sector / job role required for specified skill credits.

All the learners continuing to Diploma courses or further will be treated at par from second semester onwards. Students may exit after six months with a CC Certificate (NSQF Level 4) or may continue for diploma or advanced diploma level courses. An academic progression for the students in vocational stream is illustrated below:

Cumulative credits awarded to the learners in skill based vocational courses.

| NSQF Level | Skill Component Credits | General Education Credits | Total Credits for Award | Normal Duration | Exit Points / Awards |
|------------|-------------------------|---------------------------|-------------------------|-----------------|----------------------|
| 4 | 18 | 12 | 30 | One Sem. | Certificate |
| 5 | 36 | 24 | 60 | Two Sem. | Diploma |
| 6 | 72 | 48 | 120 | Four Sem. | Advanced Diploma |
| 7 | 108 | 72 | 180 | Six Sem. | B.Voc Degree |

The curriculum in each of the years of the programme would be a suitable mix of general education and skill development components. As is evident from Table 2 above, the General Education Component shall have 40 % of the total credits and balance 60% credits will be of Skill Component. The Curriculum details should be finalized before introduction of the courses.

4. Assessment

- a. The Skill component of the course will be assessed and certified by the respective Sector Skill Councils. In case, there is no Sector Skill Council for a specific trade, the assessment may be done by an allied Sector Council or the Industry partner. The certifying bodies may comply with and obtain accreditation from the National Accreditation Board for Certification Bodies (NABCB) set up under Quality Council of India (QCI). Wherever the university/college may deem fit, it may issue a joint certificate for the course(s) with the respective Sector Skill Council(s).
- b. The credits for the skill component will be awarded in terms of NSQF level certification which will have 60% weightage of total credits of the course in following manner.

| Name of the Course | NSQF Level Certificate | Cumulative Credits |
|---------------------------|-------------------------------|---------------------------|
| Certificate | Level – 4 | 18 credits |
| Diploma | Level – 5 | 36 credits |
| Advanced Diploma | Level – 6 | 72 credits |
| B.Voc Degree | Level – 7 | 108 credits |

- c. The general education component will be assessed by the concerned university as per the prevailing standards and procedures. The following formula may be used for the credit calculation in general education component of the courses:
 - i. General Education credit refers to a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week. Accordingly, one Credit would mean equivalent of 14-15 periods of 60 minutes each or 28 – 30 hrs. of workshops / labs.
 - ii. For internship / field work, the credit weightage for equivalent hours shall be 50% of that for lectures / tutorials.

- iii. For self-learning, based on e-content or otherwise, the credit weightage for equivalent hours of study shall be 50% of that for lectures / tutorials.

d. Letter Grades and Grade Points

Letter Grades and Grade Points: The UGC recommends a 10-point grading System with the following Letter grades as given below:

| % of marks | Grade | Grade point |
|------------|----------------------------|-------------|
| >95 | S - Outstanding | 10 |
| 85 - 95 | A ⁺ - Excellent | 9 |
| 75 - 85 | A - Very good | 8 |
| 65 - 75 | B ⁺ - Good | 7 |
| 55 - 65 | B - Above average | 6 |
| 45 - 55 | C - Satisfactory | 5 |
| 35 - 45 | D - Pass | 4 |
| <35 | F - Failure | 0 |
| | Ab - Absent | 0 |

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

Computation of SGPA and CGPA:

Following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) may be adopted:

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the course components taken by a student and the sum of the number of credits of all the courses undergone by a student in a semester, *i.e.*

$$\mathbf{SGPA (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i}$$

where 'C_i' is the number of credits of the *i*th course component and 'G_i' is the grade point scored by the student in the *i*th course component.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, *i.e.*

$$\mathbf{CGPA = \Sigma(C_i \times S_i) / \Sigma C_i}$$

where 'S_i' is the SGPA of the *i*th semester and C_i is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

DIPLOMA IN HEALTH CARE ASSISTANCE

Health Assistants work in hospital or community settings under the guidance of a qualified healthcare professional. The role can be varied depending upon the healthcare setting. Most commonly, they work alongside nurses and are sometimes known as nursing auxiliaries or auxiliary nurses. They also work alongside qualified midwives in maternity services.

The types of duties include the following are aligned to the needs of the patient like washing and dressing, serving patients meals and assisting with feeding when necessary, helping people to mobilize, toileting, bed making, generally assisting with patients' overall comfort, monitoring patients' conditions by taking temperatures, pulse, respirations and weight .They usually work a 37.5 hour week on a shift or rotation system, typically including nights and weekends. Part-time and flexible working is often available.

The Diploma in Health Care Assistance is a programme equipping a person to be a member of the nursing team to assist the hospital administration and health care. The Diploma programme has been designed to develop the learner to meet the health needs of individuals and families by providing comprehensive health care. After completion of the programme, the student health worker should demonstrate ability to plan and carry out job responsibilities assigned to them. The students can get employed in Public and Private Hospitals and can become Health Workers also.

The perspective for the Vocational programme is even more relevant today. There continues to be need for an undergraduate programme that equips the student with knowledge, competencies and new skill sets in order to get employment after basic school education especially for the rural youth without the need to pursue any programme of higher education and also for already employed who don't have a certificate for further advance learning situation .

OBJECTIVES

- a. The programme student enable a student to acquire intellectual, linguistic and basic nursing skills, knowledge in a vocational field that gives the students an advantage in employability

b. The curriculum in the programme has been structured in response to the need of hospital and home nursing needs and covers current issues and concerns.

c. The programme offers a combination of relevant courses (traditional and contemporary), a change is envisaged in the method of teaching towards greater interaction between teacher and students – within the overall framework of the existing examination system, workload and faculty strength in the College.

d. The revised programme incorporates knowledge of communication skills, counseling and care giving aptitude which is a basic eligibility criteria for nursing.

e. The programme will provide students a meaningful and contemporary education and also enable the student to pursue higher education in related area if so desired by the student.

CAREER OPPORTUNITIES:

The Diploma in Health Care Assistance can avail themselves of the following job opportunities

1. Nursing assistant in Hospitals.
2. Nursing assistant in old age homes
3. Personal Home Nurses in Homes.
4. Formal Care givers for dementia/Parkinson's/stroke patients both in institutions and homes.
5. Palliative care giver
6. Health workers in NGO's

ADMISSION PRE REQUISITES:

For all students entering the 1st year of the programme, the following admission requirements must be met:

- Completion of minimum Higher Secondary Standard (12th Class) Qualification from a Government Recognized Board

1. Graduate Attributes

Job Roles proposed to be covered in each semester (Along with NSQF level)

| Semester | NSQF LEVEL |
|-------------------|--|
| Semester I | <p><u>Level 4</u></p> <p>1. Nursing Assistant Ref.ID. HSS/Q5101</p> <p>Individual on this job role provides care which includes responsibilities like patient daily care, patient’s safety and health care. This job requires the individual to work in collaboration with doctors and nurses and deliver the health care services.</p> <p>2. Assist nurse in observing and reporting changes in patient’s condition Ref.ID HSS/N5110</p> <p>Individual on this job role will be able to understand the severity of patient’s condition: Observation and procedure of recording them, read and follow instructions as specified on the file and verify observations by asking questions to the patient and communicate the observations to the nurse verbally.</p> <p>3. Assist nurse in measuring patient parameters accurately Ref.ID. HSS/N5111</p> <p>Individual on this job role needs to know to record weight, blood pressure and ensure the scales are calibrated correctly, correct equipment is in place, assist patient in movement while taking measurements.</p> |
| | <p><u>Level 5</u></p> <p>1. Assist nurse in community health programme</p> |

| | |
|--------------------|---|
| Semester II | Ref. ID. HSS/ N 5107 |
| | Individual on this job role needs to know about immunisation schedule, techniques and be able to conduct health education programmes, know about infection control policies and procedures. |
| | 2. Assist nurse in caring patients with dementia, stroke Ref. ID. HSS/N 9603, 9604 |
| | Individual on this job role must learn key responsibilities like patient's daily care, patient's comfort, patient's safety & health. |
| | 3. Assist nurse in caring palliative patients Ref. ID. HSS/N 5106,5209 |
| | Individual on this job role need to have competent skills to know about the nature of illness, condition of patient and ensure a healthy, balanced diet is fed to the patient. |

2.Levels of Awards

Community college is a programme with multiple Exit points.

| Awards | Duration |
|------------------|--|
| Certificate | 6 Months |
| Diploma | 2 Semesters (after 1 st year) |
| Advanced Diploma | 4 Semesters (after 2 nd year) |
| Degree | 6 Semesters |

3. PROGRAMME DESIGN

The community college programme in Diploma in Healthcare Assistance must include (a) Language courses, (b) General education component (c) Skill Component (d) internship (e) field visit (f) Project work and Comprehensive viva - voce. Total credits should be 60. The working hours per week is 30 hours. No open course is envisaged. The number of courses for the restructured programme should contain 5 general courses, 7 skill courses and 3 months compulsory industrial internship.

4. Scheme of the courses

| NSQF level | Skill Component Credits | General Education Credit | Normal Calendar Duration | Awards |
|-------------------|-----------------------------|--------------------------|--------------------------|-----------------------|
| 5 | 36 | 24 | Two semesters | Diploma |
| SEMESTER I | | | | |
| PAPER NO: | PAPER TITLE | THEORY/ PRACTICAL | CREDITS | TOTAL NUMBER OF HOURS |
| 1 | ANATOMY AND PHYSIOLOGY | THEORY | 4 | 60 |
| 2 | NUTRITION | THEORY | 4 | 60 |
| 3 | SOCIAL PSYCHOLOGY | THEORY | 5 | 75 |
| 4 | COMMUNITY HEALTH -I | THEORY | 5 | 75 |
| 5 | ENGLISH FOR COMMUNICATION-I | THEORY | 5 | 75 |
| 6 | BASIC NURSING PRACTICE-I | PRACTICAL | 5 | 75 |
| TOTAL | | | | 420 |

| SEMESTER II | | | | |
|--------------------|--|------------------------------|----------------|------------------------------|
| PAPER NO: | PAPER TITLE | THEORY/ PRACTICAL | CREDITS | TOTAL NUMBER OF HOURS |
| 7 | ENGLISH FOR COMMUNICATION-II | THEORY | 4 | 60 |
| 8 | PAIN AND PALLIATIVE | THEORY | 5 | 75 |
| 9 | OFFICE MANAGEMENT | THEORY | 5 | 75 |
| 10 | ENTERPRENEURSHIP DEVELOPMENT | THEORY | 5 | 75 |
| 11 | COMMUNITY HEALTH-II | THEORY | 5 | 75 |
| 12 | BASIC NURSING PRACTICE -II | PRACTICAL | 4 | 60 |
| 13 | INTERNSHIP/ INDUSTRIAL TRAINING REPORT | PRACTICAL | 4 | 3 MONTHS (300 HOURS) |
| | TOTAL | | | 720 |

5. COURSE CODE FORMAT

The programme is coded according to the following criteria. The first character indicates the discipline, second character indicates the programme, third for semester, fourth for course category, next characters for serial no of the course, sixth character specifies the type of course, seventh specifies the degree and eighth indicates the year of implementation.

Eg : VHA1G01D18,VHA1SP01D18

- V → Vocational Studies
- HA → Health Care Assistance
- 1 → Semester
- A / G / S → Common (A) / General Component (G) / Skill Component (S)
- 01 → serial no of the course
- P → Practical
- D/ B / M → Diploma/ Bachelor's / Master's
- D18 → Year of implementation

Duration of the Programme

Duration of Diploma in Health Care Assistance is 2 semesters which is distributed over a period of one academic year. Each semester shall have 90 working days inclusive of all examinations. Students having a minimum of 75% average attendance for all the courses only, can register for the examination

Detailed Distribution of the programme

Diploma in Health Care Assistance

| SEMESTER | TITLE OF THE COURSE | COURSE DESCRIPTION | COURSE CODE | CREDITS & HOURS | | | | TOTAL MARKS | |
|----------|------------------------------|--------------------|-------------|-----------------|-------|---------|-------|-------------|-----|
| | | | | SKILL | | GENERAL | | ISA | ESA |
| | | | | CREDITS | HOURS | CREDITS | HOURS | | |
| | English for Communication –I | General Course | VHA1G01D18 | | | 5 | 5 | 20 | 80 |

| | | | | | | | | | |
|-----------|--|----------------------------|-------------|-----------|---|-----------|---|---------------------|----|
| | Social psychology | General Course | VHA1G02D18 | | | 5 | 5 | 20 | 80 |
| I | Anatomy & Physiology | Skill Course | VHA1S01D18 | 4 | 4 | | | 20 | 80 |
| | Nutrition | Skill Course | VHA1S02D18 | 4 | 4 | | | 20 | 80 |
| | Community health-I | Skill Course | VHA1S03D18 | 5 | 5 | | | 20 | 80 |
| | Basic Nursing Practice - I (Practical) | Skill Course | VHA1SP01D18 | 5 | 5 | | | Record + VIVA VOICE | |
| | | TOTAL (SEMESTER I) | | 18 | | 10 | | | |
| II | English for Communication –II | General Course | VHA2G03D18 | | | 4 | 4 | 20 | 80 |
| | Office management | General course | VHA2G04D18 | | | 5 | 5 | 20 | 80 |
| | Entrepreneurship Development | General course | VHA2G05D18 | | | 5 | 5 | 20 | 80 |
| | Pain and palliative | Skill course | VHA2S04D18 | 5 | 5 | | | 20 | 80 |
| | Community Health-II | Skill course | VHA2S05D18 | 5 | 5 | | | 20 | 80 |
| | Basic Nursing practice-II | Skill Course | VHA2SP02D18 | 4 | 5 | | | Record + VIVA VOICE | |
| | Industrial Internship(3months) | Skill course | VHA2SP03D18 | 4 | 5 | | | | |
| | | TOTAL (SEMESTER II) | | 18 | | 14 | | | |
| | TOTAL CREDITS (SEMESTER I + II) | | | 36 | | 24 | | | |

EXAMINATIONS

The external theory examination of all semesters shall be conducted by the College at the end of each semester. Internal evaluation is to be done by continuous assessment.

Examinations have two parts: Internal or In-Semester Assessment (ISA) & External or End-Semester Assessment (ESA). The ratio between ISA and ESA shall be 1:4. Both internal and external marks are to be rounded to the next integer.

MARKS DISTRIBUTION FOR EXTERNAL EXAMINATION AND INTERNAL EVALUATION

Marks distribution for external and internal assessments and the components for internal evaluation with their marks are shown below:

Components of the internal evaluation and their marks are as below.

For all courses without practical

a) External examination: 80 marks

b) Internal evaluation: 20 marks

| Internal assessment components - Theory | Marks |
|---|-------|
| Attendance | 5 |
| Assignment/Seminar/Viva | 5 |
| Test papers (2 x 5) | 10 |
| Total | 20 |

Attendance:

| % of Attendance | Marks |
|-------------------|-------|
| >90% | 5 |
| Between 85 and 90 | 4 |
| Between 80 and 85 | 3 |
| Between 75 and 80 | 2 |
| 75 % | 1 |
| < 75 | 0 |

For all courses with practical

a) End–Semester Assessment (ESA): 80 marks

b) In-Semester Assessment (ISA): 20 marks

| ISA - Theory | Marks |
|-----------------|-------|
| Attendance | 5 |
| Lab involvement | 5 |
| Record | 10 |
| Total | 20 |

ASSIGNMENTS/ SEMINAR / VIVA

Assignments are to be done in 1st and 2nd Semesters. At least one assignment should be done in each semester for all papers.

INTERNAL ASSESSMENT TEST PAPERS

Two internal test- papers are to be attended in each semester for each paper. The evaluations of all components are to be published and are to be acknowledged by the Candidates. All documents of internal assessments are to be kept in the college for two

years. The responsibility of evaluating the internal assessment is vested on the teacher(s) who teach the paper.

END-SEMESTER ASSESSMENT:

The End-Semester examination of all courses shall be conducted by the College on the close of each semester. For reappearance/ improvement, students can appear along with the next batch.

Pattern of Question Paper:

A question paper shall be a judicious mix of objective type, short answer type, short essay type and long essay type questions.

For each course the Final Assessment is of 3 hours duration. The question paper has 4 parts. Part A contains 10 objective type questions of which 10 are to be answered. Part B contains 10 short answer type questions of which 8 are to be answered. Part C has 6 short essay type questions of which 4 are to be answered. Part D contains 3 long essay questions of which 2 are to be answered.

| Part | No. of Questions | No. of questions to be answered | Marks (for courses without practical) |
|----------------------|-------------------------|--|--|
| A(Objective Type) | 10 | 10 | 10X1=10 |
| B(Short Answer type) | 10 | 8 | 8x 2 = 16 |
| B(Short Essay) | 6 | 4 | 4x 6 = 24 |
| C(Long Essay) | 3 | 2 | 2 x 15 = 30 |

Practical Examinations

The practical examinations for the core and complementary courses are to be conducted

at the end of every semester by the institution. The external examiner shall be selected by the institution.

A minimum of 16 experiments should be done in a practical course and a candidate submitting a certified record with a minimum of 8 experiments alone is eligible for appearing for the Practical Examination.

Student strength for practical examination:

There shall be at least one teacher to supervise a batch of not more than 15 students in each laboratory session.

Industrial Internship

An internship in basic nursing at a collaborative hospital for a duration of 3 months to be completed. A report of internship to be submitted for viva voce at the end of 3 months

6. Eligibility for Admission

Eligibility for admissions and reservation of seats for Diploma in Health Care Assistance shall be according to the rules framed by the UGC from time to time. No student shall be eligible for admission to Community College unless he/she has successfully completed the examination conducted by a Board/ University at the +2 level of schooling or its equivalent in stream.

The total no of seats allotted is 50.

Syllabi Semester I

SEMESTER- I

Name of the Course : ANATOMY & PHYSIOLOGY

Course Code : VHA1S01D 18

Credits : 4 credits

Total Lecture Hours : 4 hours/week

Objectives:

- 1) To learn about the whole human body.
- 2) To know about the musculoskeletal system in the body
- 3) To know about the integration and control of human body
- 4) To know about the functions of human body systems.
- 5) To know about the reproductive system.

Syllabus Content

Module-1 Human body the whole 10Hr

- Introduction to body, cell, structure of cell, function of cell, types of cell division (only the names), body cavities, organs in each body cavity,
- Introduction to various system in the body
- Tissues -types

Module-2 Erect and moving body 10Hr

- Skeletal system,-types of Skelton-axial and appendicular, names of skelton in the body
- Joints-types, functions,
- Muscular systems-types of muscles, functions, important muscles in the body- abdominal,rectal,gluteal and deltoid

Module-3 Integration and control of body 10hr

- Nervous system, structure of a neuron, classification of nervous system,
- Brain- structure, function, transmission of impulses,
- Sense organs- structure and function of ear ,eye, nose, tongue, skin

Module-4 Maintaining metabolism**15Hr**

- Circulatory system- heart-structure, cardiac output, cardiac cycle, systemic circulation, pulmonary circulation, blood gases
- Blood and blood components, blood groups, coagulation mechanism, Rh incompatibility
- Respiratory system- anatomy , mechanism of respiration
- Digestive system- oral cavity; teeth, salivary glands, stomach, absorption of food, functions of liver, intestine, anal canal.
- Structure and function of Urinary system, fluid and electrolyte balance.
- Endocrine glands functions, hormones produced by the glands

Module-5 Human reproduction**5hr**

- Anatomy and physiology of female reproductive system- structure of uterus
- Anatomy of male reproductive system

Related Experiences:**10hr**

- Learn about the anatomy of skelton system
- Learn about the structure of heart and circulation of blood.
- Observe microscopic view of blood composition at laboratory.
- Make students learn the structure of respiratory system, mechanism of respiration with the help of video presentation.
- Learn about digestive system, absorption of food from intestine with the help of video presentation.

References:

- Ross and Wilson. (1992) Anatomy and physiology in Health and illness, Churchill Livingstone publication, London.
- Sear, A. (1985) Anatomy and physiology for nurse's 6th edition, Butter and Tanner publication Ltd, London.

- Ranganathan, T.S.(2004). Text Book and Human anatomy, 6th edition Chand and Company publication Ltd, Ram Nagar, New Delhi.
- Sembulingom,K.(2003). Essentials of Medical Physiology, 2nd Edition, Jaypee brothers publication, New Delhi.
- Best, C.H. and Taylor. (1989). The Human Body, National Book depot publishers, Mumbai, India.
- Bijlani, R.L.(1995). Understanding Medical Physiology, Jaypee brothers Medical (P) Ltd, New Delhi, India .

Model Question Paper

ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM

COMMUNITY COLLEGE

SEMESTER – I

ANATOMY AND PHYSIOLOGY

MARKS: 80

TIME: 3 HOURS

PART – A

Answer all the questions:

(10 x 1=10 Marks)

1. Control and co-ordination of involuntary activities are under the influence of
(brain, spinal cord, medulla, cerebellum)
2. The pituitary glands weighs for
(500gm, 10gm, 1mg, 10mg)
3. The part of brain that helps in analyzing the problem
(Diencephalon, Cerebellum, Medulla oblongata, Cerebrum)
4. Decreased secretion of growth hormone leads to
(Cretinism, dwarfism, acromegaly gigantism,)
5. ADH acts on
(Glomerulus, loop of henly, PCT, DCT)
6. Tetany is caused due to decrease in
(Thyroid hormone, parathyroid hormone, pituitary hormone, pancreatic hormone)
7. Germ cell is
(Haploid cell, diploid cell, zygote, mature cell)
8. The substance that appear as H in a transverse section of spinal cord
(Dura matter, white matter, pia matter, grey matter)
9. The number of spinal nerves in man are

(30, 31, 32, 33)

10. Fibrous cartilage present in

(Sternum, Femur, Tibia, Scapula)

PART – B

Answer any 8 questions:

(8 x 2=16 Marks)

11. What is diabetes Mellitus? What is the hormone associated with it.
12. What are Endocrine glands? List the glands.
13. What is Bronchial Asthma? Narrate the causes.
14. What is hypertension?
15. List the layers of skin and its functions.
16. Draw a cross section of human eye and label the parts.
17. Write short notes on joints.
18. Write the importance of hemoglobin.
19. Hormones of pituitary gland.
20. Give an account of the muscles of abdomen, and its functions.

PART – C

Answer any 4 questions:

(4 x 6=24 Marks)

21. Explain the Mitotic cell division.
22. Briefly explain the urinary system and the formation of urine.
23. Explain the transmission of impulses in the body.
24. Name the axial skeletons, enumerate the bones of skull.
25. Diagrammatic representation of cardiovascular system and blood circulation

PART –D

Answer any two questions:

(2 x 15=30 Marks)

26. Illustrate human respiratory system

27. Give an account of the structure and function of digestive system.
28. Write a note on the following:
- a) Blood composition, functions and blood groups
 - b) Illustrate the structure of brain and label its parts. Mention its functions.

SEMESTER- I

Name of the Course : NUTRITION

Course Code : VHA1S02D18

Credits : 4 credits

Total Lecture Hours : 4 hours /week

Objectives:

- 1) To know and understand the importance of nutrition.
- 2) To know about various nutrients and its sources and deficiency disorders
- 3) To know about menu planning.
- 4) To learn about various therapeutic diets.

Syllabus Content

| | |
|---|---------------|
| Module-1 Food and Health | hrs-10 |
| <ul style="list-style-type: none">• Functions of food, Basic food groups III,• Balanced diet- definition,concept,importance• Health, importance of food for health | |
| Module-2 Study of nutrients | hrs-15 |
| <ul style="list-style-type: none">• Carbohydrates, Protein, Fat-Sources and Function• Water: function• Vitamins- sources and deficiency disorders• Minerals-Ca, Ph, Iron, Iodine, Sodium, Folic acid | |
| Module-3 Menu Planning and Types of diet | hrs-10 |
| <ul style="list-style-type: none">• Principles of menu planning;• Types of hospital diets-bland diet, soft, liquid, tube feeding | |
| Module-4 Nutrition in special conditions | hrs-15 |
| <ul style="list-style-type: none">a) Pregnancyb) Lactation | |

- c) Old age
- d) Diet in non-communicable diseases-diabetes, atherosclerosis, cancer
- e) Diet in liver and kidney diseases

Related Experiences:

10hr

- Learn about food pyramid model in the food science laboratory.
- Visit the dietary services of a hospital
- Prepare different types of diets in special conditions and therapeutic conditions.

References:

- Abraham,S.(2016). Nutrition through lifecycle, New age International Publishers, New Delhi
- St. John Ambulance Association (2000), First Aid the injured, st. John, New Delhi
- Miriam.(2001). Baby And Child Healthcare, Penguin Publishing Company, New Delhi.
- Shubangini. A. J.(2002) Nutrition and Dietetics, McGraw – Hill Publishing Company Limited, New Delhi. Srilakshmi,B.(2008).Nutrition Science, 3rd Ed, New Age International (P) Ltd. Publishers, New Delhi.
- Banji M.S., Krishnaswamy, K., and Brahmam (2009). Textbook of Human Nutrition, 3rd Ed., Oxford and IBH Publishing Co. Pvt. Ltd., New Delhi
- Park, K.(2005). Park’s Textbook of Preventive and Social Medicine, 18th Ed M/s Banarsidas Bhanot Publishers, Jabalpur, India.
- Swaminathan, M.(2001).Principles of Nutrition and Dietetic Bangalore Printing and Pub.Co. Ltd. Bangalore.
- Gopalan,C.,Ramasastri and Balasubramanian,S.C.(2007). Nutritive value of Indian Foods- Nutrient Requirements and Recommended Dietary Allowances for Indians – NIN, ICMR Publications

Model Question Paper

ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM

COMMUNITY COLLEGE

SEMESTER – I

NUTRITION

MARKS: 80

TIME: 3 HOURS

PART –A

Answer all the questions:

(10 x 1=10 Marks)

1. Iron is absorbed from the intestine in the -----state
(Ferrin, ferric sulphate, ferrous, none of the above)
2. An example of trace element is
(Calcium, iron, phosphorous, copper)
3. Another name of vitamin B2
(Thiamine, ascorbic acid, riboflavin, tocopherol)
4. Goiter is due to the deficiency of
(Iodine, copper, sodium, iron)
5. Pellagra is caused due to the deficiency of
(Thiamine, riboflavin, nicotinic acid, VitaminC)
6. Deficiency of Vitamin B12 leads to deficiency of
(Megaloblastic anemia, scurvy, beriberi, Pernicious Anemia)
7. FAO headquarters is at
(Rome, Italy, Germany, New York)
8. The vitamin C deficiency disorder may be
(Marasmus, kwashiorkor, beriberi, scurvy)
9. The example of macronutrients
(Proteins, Fats, Carbohydrates, all the above)
10. Retinol was the name given to
(vitamin A, vitamin B, vitamin, vitamin D)

PART -B

Answer any 8 questions:

(8 x 2=16Marks)

1. Define nutrients.
2. List the sources of food rich in carbohydrate.
3. Write the functions of proteins.
4. Write sources of calcium.
5. List the functions of vitamins.
6. Write functions of fat in the body.
7. What are the physiological changes during pregnancy?
8. What are the functions of Ascorbic acid?
9. What are the physical changes during old age?
10. Explain the function of fiber.

PART - C

Answer any 4 questions:

(4 x 6 =24Marks)

11. Explain the metabolism of protein.
12. Write short notes on fat soluble vitamins.
13. Write a note on food adulteration.
14. What is balanced diet? How can the quality of our diet be improved?
Suggest combination of food.
15. Write short note on malnutrition in children.
16. Write about the importance of leafy vegetables.

PART – D

Answer any two questions:

(2 x 15=30 Marks)

18. What is balanced diet? How important is nutrition during pregnancy?
What are the problems encountered in pregnancy?

19. What is protein – energy malnutrition? Explain the effects of PEM in children. What kind of diet would you suggest?
20. Write about the nutritional requirements of a man who is of 55 years of age and has been diagnosed with atherosclerosis. Also plan a menu for the same.

SEMESTER - I

Name of the Course : SOCIAL PSYCHOLOGY

Course Code : VHA1G02D18

Credits : 5 credits

Total Lecture Hours : 5hours/week

Objectives:

- 1) To familiarize the students with the concept of sociology.
- 2) To familiarize the students with the concept of psychology
- 3) To help students gain knowledge about culture
- 4) To comprehend the meaning and importance of counseling.

Syllabus Content

Module-1 Basics of sociology

15hr

- Definition of sociology, social organisation
- Social interaction-types, perspectives
- Social stratification-characteristics, functions
- Socialisation-stages, role of socialization in the personality development of an individual
- Social problems-illiteracy, poverty, population explosion, drug addiction, alcohol abuse, juvenile delinquency, sexual abuse, rape.

Module-2 Fundamentals of psychology

20hr

- Definition of psychology, basic psychological process
sensation,attention,personality,perception,learning,thinking,behavior,attitude,frustration,
conflicts
- Defense mechanism, id, ego, super ego,
- Maslow's hierarchy of needs.

- Mental health problems : anxiety,depression,stress,psychosis and psychotic illness
- Coping with stress,characteristics of happy people, factors promote wellness,
- Geriatric psychology.

Module 3 Culture & Family **10hr**

Definition, nature, characteristics of culture. Meaning, definition of family, functions of family, nuclear & joint family, factors of change in the family.

Module 4 counselling **10hr**

Definition, concepts, steps in counselling, importance, qualities of a counselor, role of a counselor

Related experience: **20hr**

- Visit to old age home
- Group discussion and role play
- Practice counselling technique

References:

- Marivnis, J.J. (2005). Sociology, Dorling Kendersky Publications, London.
- Shankar Rao C.R. (2014). Sociology-Principles of Sociology with an introduction to social thought, S.Chand Publications, New Delhi.
- Bhushan, V. & Sachdev, D.R., (1994). An introduction to Sociology, Kitab Mahal Publishers, India.
- Mangle, S.K. (2006). Educational Psychology M/s Prakash Brothers Publications, Ludhiana .
- Rathus, Spencer A. (1996) : Essentials of Psychology.
- Schopler, J. (1993). Introduction to Psychology, Tata Mcgraw Hill publishing.
- James, W. (1996). Introduction to Psychology-Problems, procedures & Principles
- Atkinson, Richard, C. (1979). Introduction to Psychology, 4th edition, Brooks/cole Publishing, Ltd.
- Biswas, S.K. (1987). Aging in contemporary India, The Indian Anthropological Society publishing, Calcutta.

Model Question Paper

**ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – I
SOCIAL PSYCHOLOGY**

MARKS: 80

TIME: 3 HOURS

PART – A

Answer all the questions:

(10 x 1 =10 Marks)

1. Pathological impairment of memory
(Dementia, Amnesia, Anhedonia, Anxiety)
2. Excessive feelings of happiness of elation
(Euphoria, Echopraxia, Echolalia,, None Of These)
3. Lack of motivation
(Avolition, Automatism, Agitation, Crisis)
4. Where would be each person can be seen
(Group, Individual Context, Both group and individual context, None of the above)
5. A strong feeling of the whole organism
(Emotion, Motivation, Desire, none of the above)
6. Imaginary perception is
(Hallucination, Illlution, Percevaration, None of the above)
7. A tendency to behave in a consistent manner in variable situation is known as

(Trait, Personality, Culture, Behavior)

8. False perception

(Illusion, Hallucination, Motivation, None of the above)

9. Motives and needs involves

(Drives, Needs, Perception, Brain)

10. The nurse patient relationship is -----oriented.

(Relationship, Therapy, Money, Income)

PART – B

Answer any 8 questions:

(8 x 2 =16 Marks)

1. Definition of sociology.
2. What is Social interaction?
3. Explain Social stratification.
4. Define Culture.
5. What is the advantage of Joint family?
6. Define Socialization.
7. What is Social Change?
8. Explain Counselling.
9. What are the different Customs practiced in our society?
10. What are ego?

PART – C

Answer any 4 questions:

(4 x 6 =24 Marks)

11. What is the importance of social interaction in community?
12. How does a care giving role change in rural and urban group?
13. What do you mean by participatory rural appraisal?

14. Explain defense mechanism.
15. What is self-esteem, concept? Self in different cultures?
16. Bring out the important objectives of sociology.

PART-D

Answer any two questions:

(2 x 15=30 Marks)

17. Explain socialization, its stages, agents and need of socialization?
18. Elaborate the conditions leading to social isolation.
19. Briefly discuss the role of family as the basic unit of community.

SEMESTER - I

Name of the Course : COMMUNITY HEALTH NURSING-I

Course Code : VHA1S03D18

Credits : 5credits

Total Lecture Hours : 5 hours/week

Objectives:

1. To learn about the importance of Community Health in nursing practice.
2. To learn about various sanitation methods.
3. To know about various methods for disease prevention and control
4. To know about the home visit and family health.

Syllabus Content

Module-1 Introduction to community health 10hr

- History, healthcare delivery system-PHC, functions of PHC, role of Health worker at PHC
- WHO-functions, definition of health as per WHO
- Functions of UNICEF,FAO,Red Cross
- Health problems in India, Health planning Programme

Module-2 Environmental sanitation 15hr

- Air- Air Pollution, causes, prevention and control of air pollution
- Noise- pollution
- Water- sources of water, water pollution ,purification of water
- Ventilation, types, lighting
- Disposal of waste, solid waste management, liquid waste management, hazards of improper waste management
- Excreta disposal- types of latrine, hospital waste management, segregation, transport and disposal

Module-3 Disease prevention and control**15hr**

- Microorganisms, bacteria, fungus, virus,
- Types of bacteria, classification of micro-organisms
- Mode of transmission of micro-organisms-vector, vehicleborne, carriers, airborne, waterborne
- Hand washing
- Disinfection-methods, physical and chemical method
- Sterilization-methods, autoclaving, incineration

Module-4 home visit**10hr**

- Home visit, case record and family health
- Importance of health education in community health
- Group education

Related experience:**25hr**

- Health education for community
- Survey on immunization of school children
- Visit to PHC,
- Water purification center
- Home visit
- Record of family health

References:

- Park, k.& Bonarsidar, M.S. (2000) . Essentials of Community Health Nursing, 3rd edition, Bharat publishers, Jabalpur.
- Manelkar. (2002). Textbook for health workers, Bora medical publication, Mumbai
- Primary Health Centre Training guide: Training methodology, (2003). Ministry of Health and Family welfare, New Delhi .
- Health Care Assistance- Community Health Nursing TNOU, (2005). 1st edition, Chennai.
- Better Care during diarrhoea , Ministry of Health and Family Welfare, Govt of India.
- People, Water, & Sanitation, published by The National Drinking Water Mission, Government of India

Model Question Paper

**ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – I
COMMUNITY HEALTH -I**

MARKS: 80

TIME: 3 HOURS

PART – A

Answer all the questions:

(10 x 1 =10 Marks)

1. The principal worker in ICDS project
(ANM, Anganwadi workers, multipurpose workers, dais)
2. Under five clinics is also known as
(well baby clinic, Preventive clinic, Primary health, None Of These)
3. Transporting and storing of vaccine is known as
(cold chain, Refrigerator, hot chain, boxes)
4. The backbone of all MCH services
(Antenatal Care,Home Visiting,Dais,Health Workers)
5. Deficiency of protein results in
(Marasmus,Hypertension,Anemia,Gout)
6. Which of the following mineral keeps brain, nail and hair healthy
(Potassium, Sulphur,Phosphorous,Calcium)
7. Ascorbic acid also known as

(Vitamin D Vitamin ,Vitamin A, Vitamin E)

8. Unhealthy eating pattern do not cause

(Anemia,AIDS, Dental Caries, Obesity)

9. HIV virus causes

(AIDS, Hepatitis C, TB, Hepatits A)

10. One gram of CHO gives-----kalories.

(4,9,6,3)

PART – B

Answer any 8 questions:

(8 x 2 =16 Marks)

11. Write on family health

12. What are the aspects of school health science

13. Explain the type of ventilation

14. List the sources of air pollution

15. Explain food poisoning

16. Comment on modern sewage treatment

17. Enumerate on food hygiene

18. Role of a health assistant in community health center

19. List the water born disease

20. What are the functions of FAO

PART – C

Answer any 4 questions:

(4 x 6 =24 Marks)

21. Define primary health center, list down the functions

22. Explain the methods of solid waste disposal

23. Briefly explain about purification of water

24. List the principles of chlorination

25. Define disaster management. How will you prioritize the causalities

26. Describe briefly on methods of purification of water.

PART-D

Answer any two questions:

(2 x 15=30 Marks)

20. Explain mosquito control measures and the role of health worker?
21. What are diarrheal disease? Explain the preventive methods.
22. Briefly explain the pulse polio programme and the role of health assistant.

SEMESTER - I

Name of the Course : ENGLISH FOR COMMUNICATION-I

Course Code : VHA1G01D18

Credits : 5 credits

Total Lecture Hours : 5 hours/week

Objectives:

- 1) To acquaint students with various techniques for listening, speaking, reading and writing in English.
- 2) To demonstrate ability to use English language with the essentials of English grammar.
- 3) To synthesize ideas from what they have read.
- 4) To improve interactive skills to enhance comprehension.

Syllabus Content

Module-1 Learning English

hrs-15

The importance of English, uses of English; vocabulary-using a dictionary; Synonyms; Antonyms

Module-2 Essentials of English Grammar

hrs- 25

Sentence- Types of Sentences- Phrases; Articles- Paragraph Writing – Topic Sentences, Supporting Sentences, Concluding Sentences - Parts of Speech- Noun, Verb, Adjectives, Tenses, Modal Auxiliaries, Prepositions, Conjunction – Punctuation - Passive and Active Voice - Reported Speech – Prefixes - Suffixes

Module-3 Listening and Reading

hrs-15

Barriers to Listening – Academic Listening - Reading Stories – Reading Newspaper

Module-4 Practicals

hrs-30

How to use a Dictionary - Listening Comprehension- Engaging in Conversations - Descriptive Writing

References:

- Nesfield J.C. English Grammar Composition & Usage (English). Revised & updated edition, Macmillan Publishers
- Wren and Maratin, High School English Grammar and Composition, revised by N.D.V. Prasada Rao, S. Chand Publications, New Delhi.
- Lana. I.(2014). Learning Vocabulary, Singapore Asia Publishers, Ltd, Singapore.
- Suganthi.N.(2002). English Grammar Workbook, Surya books Pvt. Ltd, Chennai. ISBN: 81-7478-136-6.
- Keerthi. C. (1999). Comprehension Success, Frank Educational Aids Publishers.

Model Question Paper

ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – I
ENGLISH FOR COMMUNICATION-I

MARKS: 80

TIME: 3 HOURS

PART – A

Answer all the questions:

(10 x 1=10 Marks)

1. Match the following.
 - a) Except to think probably something will happen
 - b) Accept not including
 - c) Expect the range, distance
 - d) Extent to receive or take
2. Fill in the blanks with suitable article.
 - a) Copper is _____ useful metal.
 - b) I understand he is to marry _____ heiress.
3. Identify the following types of sentences.
 - a) It is a holiday tomorrow!
 - b) Are we going to the park today?
4. Write the antonyms of the following
 - a) Sharp
 - b) Honest
5. Fill in the blank spaces in the following sentences with the correct preposition.
 - a) We entered the classroom _____ the teacher's absence.
 - b) The watch is _____ the desk.
 - c)
6. Convert the following sentence into passive voice-
 - ❖ Sara changed that flat tire.

7. -What is active listening
8. Study each set of four words and identify the odd one out.
 - i. Video, pizza, television, film,
 - ii. Lovely, good, nice, go out
9. Which are vowels in English language?
10. What does 'subj' & 'fig' mean in a dictionary?

PART – B

Answer any eight questions:

(8 x 2=16 Marks)

11. Fill in the blanks with correct preposition:
 - a) Gardens are usually _____ the house.
 - b) The child took the medicine _____ the cold.
12. Sort out nouns and verbs:

{eat, teeth ,germs, food, travel, working, body, friends}
13. Put the apostrophe in the correct place:
 - a) Teachers room b) The boys shirt c) Doctors coat d) The Principals office
14. Choose the correct option to fill in the blanks:
 - a) Some of the students _____ present at the workshop. (Was/were)
 - b) A new children's park _____ been built in the city. (Has/have)
15. Complete the following with the appropriate clauses from the box:
[that my uncle gifted me, which you like]
 - a) You should take up a job _____.
 - b) Let me show you the camera _____.
16. Combine the words given below to make four compound words and complete the sentences.
[Ground, out, town, play. spoken, home, self, centered]
 - a) The team has assembled in the _____.
 - b) Monica appears to be a _____ person. Do not be friendly with her.
 - c) I am planning to visit my _____ next week.
 - d) Riya is an _____ girl. However, her sister is an introvert.
17. Match the words with their antonyms
 - a) Achieve descend
 - b) Demand giant

- c) Ascend fail
 d) Dwarf supply
18. Identify the following types of sentences.
 a) Is it snowing?
 b) I cannot wait to for the holidays!
19. Why is English important for communication?
20. Fill the blanks with suitable modals (would, could)
 a. _____ I have more cheese on my sandwich?
 b. I _____ like to buy the same television for my house.

PART – C

Answer any four questions:

(4x 6=24 Marks).

21. Write a paragraph on your first day in college.
22. Convert the following sentences from active to passive voice.
 a) The police took three suspects to police headquarters for questioning.
 b) Both contestants answered the question simultaneously.
 c) Ram and Sita are going to watch the cricket match in the afternoon.
 d) Mary ate 12 doughnuts at breakfast.
 e) I made a mistake.
 f) The dogs roamed the park.
23. Match the following with the correct antonyms
 a) Small dwarf
 b) Able down
 c) Up hero
 d) Afraid confident
 e) Giant horizontal
 f) Major big
24. Explain the process of listening and note taking.
25. Write the summary of a movie you watched recently.
26. Describe your college.

PART – D

Answer any two questions:

(2x 15=30 Marks).

27. Explain : An apple a day keeps the doctor away.
28. Read the following passage and answer the questions below:

Radha was at the nursing station at PV Nursing Home. She was waiting to go off duty. Just at that moment, a couple walked into the hospital. They were directed to meet nurse Radha. She quickly asked questions. She found that a continued stomach pain along with vomiting five times had brought the couple to the hospital. She took his temperature, which was normal. The sphygmomanometer gave his blood pressure to be slightly high. His pulse rate was recorded. She then checked the weight and height when he stood on the weighing scale. The complaint of ringing in the ears was made by him. When asked, the man said his name to be Mr. Sandesh Bhat. Mrs. Sharada Bhat told the nurse that had a history of ear infection, but the ENT surgeon Dr. Ali Khan had helped in curing it. The various instruments in the nursing station made Mr. Bhat wish to just go away from all the white-coated people. He looked gloomy. Nurse Radha recorded all this and now she felt she could send them to Dr. Solomon with the details she had recorded. By this time nurse, Elwina came to relieve nurse Radha. She waited for Radha to come out of the consultation room. Before Radha left for home, she briefed nurse Edwina about the work and the patient who had come in.

Answer the following from the passage:

- a) What is the antonym of: i) quickly ii) high iii) past iv) gloomy 1 mark
- b) What are the 2 nouns (things) mentioned in the above passage. 1 mark
- c) What was the reason for ringing in the ears for Sandesh Bhat? 2 marks
- d) What were the symptoms that brought Sandesh Bhat to the hospital? 2 marks
- e) Frame sentences with the verbs: i) briefed ii) recorded 2 marks
- f) Pick out the verbs in the following sentences: 2 marks
- i) They were directed to meet nurse Radha.
- ii) By this time nurse Elwina came to relieve nurse Radha.
- g) From the passage, pick out the naming words (nouns) that refer to a person. 2 marks
- h) What does the sentence ‘she was waiting to go off duty’ mean? 2 marks
- g) What are the names of the doctor mentioned in the passage? 1 mark

29. The following conversation took in the hostel where raj was staying. The conversation is between Rahul Roy (raj’s guardian) and the warden. Re –arrange the words and phrases to form meaningful sentences. Write each sentence (or set of two or three sentences) in the space provided.

- a) a moment/ wait/ please
- b) can I do/ hello/ what/ I’m the warden/ for you (3 sentences)
- c) three Rajs/which/one do you/in the hostel/we have/want to meet (2 sentences)
- d) father/ died/the Raj/whose/in an accident
- e) provided/him back//yes/you/before 8:00pm/bring
- f) I take him/if/we/out/now/should be back/by 8:00pm
- g) Saw him/happier/when i/he was/than ever before/last year
- h) The most charming personality/he had/than i/knew him/ and no one/better
- i) The saddest moment/the news/it was/of his death/of my life/when I heard
- j) With us/if/very happy/we could/I would be /take a friend
- k) To make/as possible /I want /not at all/Raj/as happy(2 sentences)

Rahul hello ! I’m Rahul Roy from Calcutta. I’d like to meet the warden.

Receptionist a) _____

Rahul Thank you.

Warden b) _____

Rahul I would like to meet Raj.

Warden c) _____

Rahul d) _____

Warden Oh! Raj Verma, right?

Rahul Is it possible for me to take him out?.

Warden e) _____

Rahul f) _____

Warden How do you know Raj?

Rahul He's my friend's son. His father used to be a very good friend of mine.
g) _____.

warden Oh!

Rahul he died in a road accident that very year.

Warden I am sorry.

Rahul h) _____

Warden I see.

Rahul i) _____

Warden Here's Raj.

Raj Hello, uncle.

Rahul How are you, Raj? I have come to take you out. Are you ready?

Raj j) _____

Rahul Of course-provided the warden has no objection.

Warden k) _____

Rahul Thank you.

Warden You are welcome.

SEMESTER - I

Name of the Course : BASIC NURSING PRACTICE-I

Course Code : VHA1SP01D18

Credits : 5 credits

Total Lecture Hours : 5 hours/week

Objectives:

- 1) To learn about the basic nursing practice in hospitals and patients.
- 2) To learn about the recording of vital signs
- 3) To learn the routine care and comfort given to the patients in hospitals and home.
- 4) To adopt the correct method of first aid management.

Syllabus Content

Module-1 Introduction to health care

hrs-5

- History and evolution of healthcare, ethics of care, importance of health,
- Role and qualities of a health worker,

Module-2 Record of vital signs and physical assessment

hrs-10

- Physical assessment of patient, physical examinations, history taking,
- record of vital signs-TPR,BP
- Pulse-types, respiration –types, temperature- types,
- management of patient with hyperpyrexia,
- management of patient with dyspnea

Module-3 Basic nursing practice –needs and comfort

hrs-15

- Preparation of patient unit- bed making, principles of bed making,
- types of bed- operation bed, cardiac bed, divided bed, open bed, closed bed
- Personnel hygiene- care of mouth, complication of unhygienic mouth, sponge bath, care of back, bed sore, prevention of bed sore

- Ryle's tube feeding,
- Positions of the patient
- Care of unconscious patient

Module-4 first aid and bandaging

hrs -10

- Definition of first aid-rules, qualities of a first aider,
- First aid management- bleeding, poisoning, drowning, choking with foreign body, scalds, burns
- Fracture-types, first aid of fracture, carrying a fracture patient
- Shock-types, causes, first aid
- Bandaging- types, rule of bandaging

Related Experiences

hrs-35

Related practical experiences to be recorded in a record are as follows:

- Physical assessment of patient, Record of temperature, pulse, BP.
- Technique of Bed making
- Sponge bathing techniques
- Positioning of patients
- Care of back
- Inhalation techniques-steam inhalation
- Mouth care
- Dressing of wounds
- Collection of specimen
- Hand Washing technique
- Carrying out aseptic technique
- Demonstration of emergency management
- Bandaging techniques

Reference

- Sr.Nancy, Nursing procedures, Jaypee publishers, kerala
- Health Care Assistance- Community Health Nursing TNOU,(2005). 1st edition, Chennai.

- Better Care during diarrhoea , Ministry of Health and Family Welfare, Govt of India.
- Abraham,S.(2016). Nutrition through lifecycle, New age International Publishers, New Delhi
- St. John Ambulance Association (2000), First Aid the injured, st. John, New Delhi
- Miriam.(2001). Baby And Child Healthcare, Penguin Publishing Company, New Delhi.

Syllabi Semester II

SEMESTER - II

Name of the Course : COMMUNICATION SKILLS IN ENGLISH-II

Course Code : VHA2G03D18

Credits : 4 credits

Total Lecture Hours : 4 hours/week

Objectives:

- 1) To comprehend simple discourse, carry a dialogue and converse well.
- 2) To understand ideas delivered through various media and present it to an audience.
- 3) To assist the students in developing skills in the areas such as presentation, formal and interactive communication.
- 4) To brainstorm, draft and outline ideas for writing letters, reports and other material applicable to the field.

Syllabus Content

| | |
|--|----------------|
| Module-1 Speaking | hrs-15 |
| Describing Places, Events and Things – Introducing Oneself - Participating in Conversation - Telephone Skills - Interviews - Dealing with Authorities and Subordinates | |
| Module-2 Writing Models | hrs- 15 |
| Letters - Covering Letter- E-mail – Resume - Writing Reports – Minutes – Notices - Filling Application Forms | |
| Module-3 Presentation Skills | hrs- 15 |
| Soft Skills for Presentations - Effective Communication Skills- Body Language - Choosing Appropriate Medium - Flip charts – Power Point Presentations | |

Module-4 Practical

hrs-15

Listening and Note Taking - Listening to announcements – Self Introduction
- Mock Interview

References:

- Sasikumar V., Kiranmai Dutt .P and Geetha R.(2002). Communication Skills in English, published by Cambridge University Press India Pvt. Ltd. under the imprint of Foundation Books.
- Anuradha .S.(1999). Comprehension Success 2, Frank Educational Aids.
- Patricia. A.B.(2003). Grammar Made Easy 2.Vikas Publishing House Pvt Ltd. New Delhi.
- Poonam. L.(2006). My big book of Comprehension, Ratna Sagar Pvt. Ltd.
- Hyderabad. ISBN.81-8332-063-5

Model Question Paper

**ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – II
COMMUNICATION SKILLS IN ENGLISH-II**

MARKS: 80

TIME: 3 HOURS

PART – A

Answer all the questions:

(10 x 1=10 Marks)

1. Match the following.
Except to think probably something will happen
Accept not including
Expect the range, distance
Extent to receive or take
2. Fill in the blanks with suitable article.
Copper is _____ useful metal.
I understand he is to marry _____ heiress.
3. Identify the following types of sentences.
It is a holiday tomorrow!
Are we going to the park today?
4. Write the antonyms of the following
Sharp
Honest
5. Fill in the blank spaces in the following sentences with the correct preposition.

We entered the classroom _____ the teacher's absence.
The watch is _____ the desk.
6. Convert the following sentence into passive voice-
Sara changed that flat tire.
7. -What is active listening

8. Study each set of four words and identify the odd one out.
Video, pizza, television, film,
Lovely, good, nice, go out
9. Which are vowels in English language?
10. What does 'subj' & 'fig' mean in a dictionary?

PART B

Answer any 8 questions:

(10 x 2=20 Marks)

1. List 4 tips that you would suggest to your friend who is attending an interview as a Health Assistant.
2. A computer is a machine which makes learning fun and easy. Do you use a computer in college or at school? If so, what do you use it for?
3. What are the details that you would include as Personal Details in your resume?
4. Imagine that you are talking to someone over the phone and you want to excuse yourself for a few seconds. How would you politely excuse yourself based on telephone etiquette?
5. The following is a conversation between the sun and the moon: Complete the following:

Sun: I get tired, especially during winter. That's why I sleep a lot. I rise _____ in winter and go to bed _____.

Moon: As I feel tired, my size _____. After resting this way, I regain my strength and start increasing in _____.

6. Rearrange the jumbled words and make 2 meaningful sentences:

Are a / of / Video games / entertainment/ source/ fun/ and/ very/ But/ children /they lazy/ make.

7. Why is body language important for communication?

8. Complete the dialogues:

A: Hello

B: _____

A: _____

B: _____

A: Thank you

9. How will you introduce yourself to a new teacher?

10. Make questions for the following answers:

(a). I stay at Gandhi Nagar.

(b). I have been working as a nurse for the past 2 years.

PART-C

Answer any six questions:

(6 x 5=30 Marks)

11. All of us have dreams: some happy, some frightening. Describe a dream that made you feel happy.

12. Sushmitha has been unwell. She has not attended school for a month. When she returns to school, her teacher asks her about her health. Fill in the conversation.

- Teacher: Hello Sudha! What happened to you? Why were you absent for a month?
- Sushmitha: Ma'am, I have been ill _____.
- Teacher: What really happened?
- Sushmitha: One evening, I _____ and had to be admitted _____.
- Teacher: I see. What did the doctor _____?
- Sushmitha: He said _____. I was sent home after _____.

He advised me to take rest for _____. That's why I could not _____.

- Teacher: How are you feeling now?
- Sushmitha: I am _____.
- Teacher: Well, try not to strain yourself.
- Sushmitha: Yes,

_____.

13. The following advertisement was seen in the newspaper 'The Hindu' dated 9 December 2015. Write a covering letter applying for the post of Health Assistant.

- Wanted Health Assistant
- Fresher or an Experienced Person
- Qualification: Diploma in Health Care Assistance/ Patient Care/ General Duty Assistant
- Vacancies: 3 (On contract basis)
- Attractive Package
- Interested candidates should mail their resume to the following postal address on or before 20 December 2015 .

| |
|--|
| To , The Superintendent General Hospital Chennai-600 030 Tamil Nadu |
|--|

14. Draft an email to your teacher requesting her to check the content of the booklet you have prepared on 'Healthy Eating Habits' as part of your project.

15. Imagine that you are working as a Health Assistant taking care of an elderly patient. The patient is suffering from severe stomach ache and has been advised to take light food by the doctor. But the patient insists on having samosas. Write a dialogue between the patient and the Health Assistant who is trying to convince the patient.
16. What are the parts of a report writing?
17. Write a notice to be distributed to the Kudumbasree unit about an awareness programme informing them about the venue, time, speaker and the awareness topic.

PART-D

Answer the following:

(2 x 15=30 Marks)

18. A Community Health meeting was held at your work place at 9:30 a.m. The senior staff presided over the meeting during which the following points were discussed:
- Topic for Discussion: Waste management and the proper disposal of waste
 - Importance of zero waste produce
 - How education plays a key role
 - Organize awareness programs and teaching methods for recycling, reducing and reusing waste
 - Implementation of the programme with government aid
 - Need for evaluation after 3 months
 - If successful, implementing it on larger scale
- Imagine that you were given the task of recording the minutes of the meeting, draft a report using the above mentioned details.
19. Write an informal letter to your grandmother whom you have not met for the past 2 years describing the places you visited during your holidays.

SEMESTER- II

Name of the Course : PAIN AND PALLIATIVE

Course Code : VHA2S04D18

Credits : 5 credits

Total Lecture Hours : 5hours/week

Objectives:

- 1) To learn about the importance of palliative care.
- 2) To learn about the pain management in palliative care.
- 3) To learn about Hospice and its functions.
- 4) To learn about end of life care
- 5) To know about the management of neurological problems
- 6) To know about the management of paraplegic patients

Syllabus Content

Module-1 Palliative care

15hr

- Definition, history, concepts,
- Symptoms of palliative patients- pain, dyspnea, vomiting, nausea, swallowing problems, loss of appetite, delirium, ascities
- Palliative nursing- Mouth care, feeding, bedsores, care of wound, tracheostomy care, bowel and bladder care
- Pain management- definition, assessment of pain, WHO ladder of pain management, NSAIDs, Opioids
- Pediatric palliative care

Module-2 Home care and hospice concept

10hr

- Home care- definition, advantages, teaching of patient relatives
- Hospice –concept, functions
- End of life care- concept, symptoms of death, role of a health worker
- Grief, bereavement

Module-3 Care of patient with neurological problems

15hr

- Dementia- definition, causes, management
- Alzheimer's disease- causes, stages, management

- Parkinson's disease- causes, stages, symptoms, managements
- Stroke- definition, types, causes, management

Module-4 Care and rehabilitation of paraplegic patients 10hr

Paraplegia- definition, causes, nursing care of patient with paraplegia, rehabilitation

Related Experiences: 25hr

- Visit to palliative ward to learn about the facilities available.
- Explore pain management techniques in palliative care ward
- Visit to Hospice
- Learn about possibilities and limitations in palliative ward while
- Caring for end of life patients.

References:

- Park.k.& Bonarsidar, M.S.(2003).Essentials of Community Health,3rd edition, Bharat Publishers.
- Margaret, F. M. Text book on Midwives with modern concepts of Obstetric and neonatal care, 9th edition, C&C Joint Printing Co ltd, Honk kong.
- David,V.(2011). ' Where there is no doctor', Kriya publications, Chennai.
- Dash B.N. (2003).Health and Physical Education, Neelkamal Publications.
- St. John Ambulance Association. (2000).First Aid of the injured.
- Kerujin.N.A.(2004). First Aid Hand Book, Parrasm Book U.K.
- Mervyn,L. Vitamins for your health, Gaurav Publishing House, New Delhi.

Model Question Paper

**ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – II
PAIN AND PALLIATIVE**

MARKS: 80

TIME: 3 HOURS

PART –A

Answer all the questions:

(10 x 1=10 Marks)

1. Gait in parkinsonism is described as
(Ataxic Gait,Festinating Gait,High Step In Gait,Dancing Gait)
2. Mask like face seen in
(Parkinsonsonism,Sclerosis,Strokes,Pseudo Bulbar Palsy)
3. Todds paralysis seen in
(Head Injury,Strokes,Epilepsy, Subarachnoid Hemorrhage)
4. Investigation of choices to diagnosie epilepsy
(MRI,ECG,CT,Angiogram)
5. Position sense is also called
(Proprioception,Ainesia,Aphasia,Postural Sense)
6. Commonest form of dementia is
(Alzheimers Disease,Multiple Vessel Disease,Aortic Stenosis, Angina Pectoris)
7. Echolalia is a disorder of
(Speech,Mood,Perception,Personality)
8. Temperature regulation center
(Pons,Medulla,Thalamus,Hypothalamus)
9. Ataxia is a complication of
(Chicken Pox,Measles,Mumps,Fever)
10. Which among is a type of stroke
(Ischemic Stroke, Hemorrhagic Stroke, All He Above)

PART -B

Answer any 8 questions:

(8 x 2=16Marks)

11. What is home care
12. Define palliative care
13. What is end of life care
14. When is the time of palliative care
15. Type of cancer
16. Scope of palliative care
17. Define stroke
18. List out the warning signs of Parkinson's disease
19. What is Alzheimer's disease
20. Enumerate the diagnostic measures of dementia

PART - C

Answer any 4 questions:

(4 x 6 =24Marks)

21. Explain different type and manifestations of dementia
22. Explain the anti-Parkinson's drugs
23. What are the preventive measures of stroke
24. Explain pain assessment scale
25. Explain how hospice and palliative care works
26. Write about the role of palliative care nurse during the old age

PART – D

Answer any two questions:

(2 x 15=30 Marks)

27. What is cancer? List out the etiological factors of cancer? Explain about early cancer detection methods
28. Explain about palliative care at different stages of diagnosis of cancer
29. What is your responsibilities in assisting such patients?

SEMESTER- II

Name of the Course : OFFICE MANAGEMENT

Course Code : VHA2G04D18

Credits : 5 credits

Total Lecture Hours : 5 hours /week

Objectives:

1. To know about the concept of office management.
2. To learn about accounting.
3. Understand the concept of MS Office, internet ,E-mail
4. To learn about maintains of record

Syllabus Content

Module-1 Introduction to office management 15hr

- Definition of office and office management
- Elements of office management,
- Planning and scheduling of office work
- Office administration

Module-2 Accounting 15hr

Basic principles of accounting, assets, liabilities, cost accounting, material management, stock checking

Module-3 Computer skill 20hr

- Internet-meaning,importance,browsing the internet, downloading the material from websites
- Email- sending, receiving and storing mail, chatting
- MS office- word,excel,power point

Module-4 Maintain records 15hr

- Introduction – need, objectives, kind of records
- Organization of records department
- Classifying and indexing of records and files

- Principles-retention and disposition of records
- Legal aspects of office records

Related Experiences:

20hr

- Planning and scheduling of office work
- Preparation of income and expenditure account
- Ms .Word,Ms.exel ,power point creation
- Visit to a MRD department

References:

- Chopra&chopra, Himalaya publications –office management
- James, A.F Stoner et.al: Management
- Mahajan, J.P: fundamentals of office management
- Krishna Murthy- S.Chand publications office management
- Prasad ,L.M: principles and practices of management
- Shurma &guptha- kalyani Pub.office organization &managemn

Model Question Paper

**ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – II
OFFICE MANAGEMENT**

MARKS: 80

TIME: 3 HOURS

PART –A

Answer all the questions:

(10 x 1=10 Marks)

1. The main schools of management thought are:
 - a. A.classical, human resources, systems, contingency
 - b. B.classical, human resources, systems, contextual
 - c. C.classical, human relations, systems, contingency
 - d. D.creative, human relations, systems, contingency
2. "It all depends on the variables of a situation" best describes the
 - a. A.classical approach
 - b. B.human relations approach
 - c. C.systems approach
 - d. D.contingency approach
3. "The observation of people at work that would reveal the one best way to do a task is known as"
 - a. A.scientific management
 - b. B.classical management
 - c. C.human relations management
 - d. D.creative management
4. The founder of scientific management was
 - a. A.Frederick Taylor
 - b. B.Henri Fayol

- c. C.Elton Mayo
 - d. D.Chester Barnard
5. The first management principles were developed by
- a. A.Frederick Taylor
 - b. B.Charles Handy
 - c. C.Henri Fayol
 - d. D.Victor Meldrew
6. Studying the future and arranging the means for dealing with it is part of the process of
- a. A.organising
 - b. B.commanding
 - c. C.controlling
 - d. D.Planning
7. Ensuring that everything is carried out according to plan is part of the process ofThe everyday tasks of management include:
- a) planning and creativity
 - b) .planning and leading
 - c) publicity and loss adjustment
 - d) plotting and leading
8. Interpersonal relation serve as
(Mistrust,intimacy,Mutual Trust, Empathy)
9. One way communication is known as
(Socriatic method, silent method, Didactic method, Arch Method)
10. Affective attitude deals with
(culture,opinion,interest)

PART B

Answer any 8 questions:

(8 x 2= 16 marks)

- 11. What is the use of control panel?
- 12. What do you understand by the term 'recycle bin'?
- 13. What is the use of disk defragmentation?

14. Why do we use office assistant?
15. How can you create and save documents in Microsoft word?
16. What is quick access toolbar?
17. What is primary key?
18. Name any two types of DBMS.
19. Expand a) HTML b) www
20. Define internet.

PART – C

Answer any 4 questions:

(4x 6=24 marks)

21. How is a printer set up?
22. . Factors that affect the style of text in MS WORD.
23. . Write a note on the different type of alignments.
24. . Explain any 2 functions of MS Excel.
25. Advantages of DBMS.
26. . Write a note on header and footer.

PART-D

Answer any two questions:

(2 x 15=30 marks)

27. . Explain paragraph formatting in MS WORD.
28. . What is a chart in Excel? Explain the different types of charts.
29. Explain e-mail creation and its components.

SEMESTER - II

Name of the Course : ENTREPRENEURSHIP DEVELOPMENT

Course Code : VHA2G05D18

Credits : 5 credits

Total Lecture Hours : 5 hours/week

Objectives:

- To know about the concept of entrepreneurship.
- To familiarize the principles of management.
- To develop an understanding of Hospital planning and services
- To know about the concept of health economics.

Syllabus Content

Module-1 Basics of entrepreneurship 15hr

- Definition,concept,approaches,principles,characteristics
- Qualities of an entrepreneur
- Organogram

Module-2 Principles of management 15hr

- Definition of management,organizing,planning,staffing,co-ordinating,evaluating
- Leadership – definition, types of leader, qualities of a leader

Module 3 Hospital planning and services 15hr

- Planning of a healthcare system, business opportunities, structure and function of hospital
- Hospitalservices-OPD,casualty,ICU,CSSD,laboratory services,OT,Laundry,pharmacy, dietary services,PRO
- Health insurance- principles ,various policies

Module 4 Health economics 15hr

- Definition,scope,concepts, importance

- Healthcare demand, health technology, healthcare assessment, job description, career opportunities, recruitment, selection and placement of personnel, performance appraisal, grievance redressal

Related experience:

15hr

- Develop a business plan and model that supports the strategy
- Identify the factors that influence selecting a location
- Identify the important issues brought about by the need to hire employees

References:

- The healthcare quality book: scottb.Ransom
- Guide for medical informatics: coiera
- Hospital planning and Administration: Lewellyn Davis & Macualy
- Quality handbook for healthcare organization: Dlugacz & restifo

Model Question Paper
ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – II
ENTREPRENEURSHIP DEVELOPMENT

MARKS: 80

TIME: 3 HOURS

PART –A

Answer all the questions:

(10 x 1=10 Marks)

1. Interpersonal relation serve as
(Mistrust,intimacy,Mutual Trust, Empathy)
2. One way communication is known as
(Socriatic method, silent method, Didactic method, Arch Method)
3. Self-Awareness is increased by
(Mahari window,Johari window,rogers window)
4. Team nursing consists of
(registered nurse,liscenced practical nurse,unlicenced assistive personnel)
5. Affective attitude deals with
(culture,opinion,interest)
6. Primary aim of hospital is to provide
(education,research,patient care)
7. Which is essential for growth of a democratic society
(education,employment,values,healthy competition)
8. Which is the last stage of communication
(encoding,response,decoding,)
9. Which of the following is the basis of therapeutic relationship
(trust,passion,intimacy,empathy)
10. Doubts are resolved easily in
(lecture,demonstration,field trip,)

PART -B

Answer any 8 questions:

(8 x 2=16Marks)

11. What is recruitment?
12. Define placement
13. What is job analysis
14. What is planning?
15. Type of stock management.
16. Scope of healthcare system
17. Define organization.
18. List out the leadership style.
19. What is ESI
20. Enumerate the career opportunities.

PART - C

Answer any 4 questions:

(4 x 6 =24Marks)

21. Explain the qualities of leader.
22. Explain the principles of entrepreneur.
23. What are the principles of management?
24. Explain planning committee
25. Explain how the organization works.
26. Write about the role of a leader in an organization.

PART – D

Answer any two questions:

(2 x 15=30 Marks)

27. What is CSSD? Explain about the functions of CSSD.

28. Explain about Health economics.

29. What is your responsibilities in health insurance?

SEMESTER - II

Name of the Course : COMMUNITY HEALTH NURSING-II

Course Code : VH2S05D18

Credits : 5credits

Total Lecture Hours : 5hours/week

Objectives:

1. To learn about the maternal health and family planning
2. To learn about the child health.
3. To learn about disaster management.
4. To learn about various communicable diseases prevention and its management

Syllabus Content

Module-1 Maternal health

15hr

- Maternal cycle, menstrual cycle,
- Pregnancy-signs and symptoms of pregnancy, minor disorders of pregnancy, minor disorders of pregnancy, management of hyper emesis gravid rum, types of major disorders of pregnancy(name)
- Antenatal care- antenatal examination, assessment of growth of uterus, advise to antenatal mother
- Labour- stages, management, complication
- Puerperium and its management
- Family planning

Module-2 Child health

10hr

- Neonates- care of new born, congenital abnormalities, Apgar score
- Infant ,child,adolescents,adult
- Breast feeding-advantages
- Weaning
- Immunization schedule
- School health Programme

Module-3 Disaster management**5hr**

- Definition,types,triage,phases of disaster management
- Hospital disaster management, fire safety measures

Module-4 communicable and non-communicable disease**15hr**

- Causes,prevention,treatment and control of Communicable disease like Tuberculosis, malaria, filarial, diphtheria, whooping cough, measles, rabies typhoid, hepatitis, AIDs, Diarrheal disease
- Causes,prevention,treatment and control of non -Communicable disease like cancer, diabetic mellitus, hypertension

Related Experiences:**30hr**

- Visit to primary health center.
- Orientation about ICDS programmers from primary health centre.
- Learn about practical techniques carried out in maternity ward.
- Discuss about Antenatal and postnatal mother's examination.
- Learn about Postnatal care.
- Practical exposure to care of new born in maternity ward.
- Learn about practical techniques of baby bath.
- Observe examination of new born and apgar score.
- Discuss about due date calculation in maternity ward.
- Arrange teaching programmer for educating mothers about breast feeding and its advantages.
- Observation of normal delivery in the labour room.

References:

- Chalkley A. M.(2002). " A Text book for the health worker, volume 1, NewAge International publication, New Delhi-110002
- Park, K& Bonarsidar M.S.(1999).Essentials of Community Health Nursing, 3rd Edition, Bharat publishers.

- Margaret, F. M.(1998). Text book on Midwives with modern concepts of Obstetric and neonatal care, 9th edition, C&C joint printing Co ltd, Hong Kong.
- IAP Book on Parent Education, Pregnancy from conception to birth' , Macmillan, Publishers,New Delhi.
- Joshua A.K., (1994), Microbiology, Popular book Depot Publishers.
- Anathanarayan R and Panicker C.K.J.(2009). Text book of Microbiology, 8th edition , Universities Press (India) Pvt. Ltd., New Delhi.
- James M. J. (1986) Modern Food Microbiology,3rd Edition, VanNostrand Publications, NewYork.
- Frazier W.C and Westhoff D.C. (2008). Food Microbiology, 1st edition, CBS Publication, Newyork.
- Ananthanarayanan R.(1998). Textbook of microbiology, 5th edition, Orient Longman publication, Mumbai.

Model Question Paper

**ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
COMMUNITY COLLEGE
SEMESTER – II
COMMUNITY HEALTH-II**

MARKS: 80

TIME: 3 HOURS

PART – A

Answer all the following:

(10 x 1=10 marks)

1. The causative organism of measles
(Variola,Rubella,Rubeola,)
2. Whooping cough is otherwise known as
(Influenza,Pertussis,Varicella,Rubeola)
3. The principal source of fluorine is
(Water,Meat,Fish,Salt)
4. Vaccine given at 10-16 yrs
(TT,DT,DPT)
5. Incubation period of rubella
(2 weeks, 3weeks,5 weeks,7weeks)
6. Involuntary passing of feces
(Encopresis,Enuresis,Tics)
7. Involuntary movement of muscles

(Tics, Pica, Enuresis)

8. The first milk after deliver

(Fore Milk, Mature Milk ,Colostrum,)

9. The average weight of newborn

(2kg,2.5kg,3.9kg,4kg)

10. Normal length of newborn

(50cm,65cm,30cm ,45cm)

PART -B

Answer any 8 questions :

(8 x 2=16marks)

1. Role of a health assistant in a community health centre.
2. Who are Vectors?
3. List few air borne diseases.
4. Write about the importance of School health programme.
5. What is Goiter?
6. Write about the symptoms of Cholera.
7. Define Cold chain.
8. When is Polio vaccine administered?
9. Write about Syphilis.
10. Abbreviate WHO and write the functions.

PART -C

Answer any 4 questions:

(6 x 4 = 24Marks)

11. What is a primary health centre? List down its functions.
12. What are AV aids? List the classifications.
13. Write a short note on the methods of purification of water.
14. Explain briefly about the types of latrines.

15. What is disaster management? How will you prioritize the causalities?
16. Explain about the fire safety measures that need to be considered in hospitals.

PART – D

Answer any two questions:

(2 x 15= 30marks)

18. What are the health problems in India? As a health work assistant what is your role to build a healthy nation.
19. Explain the modes of transmission and preventive measures of malaria?
20. What are communicable diseases? What is your role in preventing the communicable diseases?

SEMESTER - II

Name of the Course : BASIC NURSING PRACTICE-II

Course Code : VHA2SP02D18

Credits : 4 credits

Total Lecture Hours : 4 hours/week

Objectives:

- 5) To learn about the advanced nursing practice in hospitals and patients.
- 6) To learn the pre-operative and post-operative management.
- 7) To know about the medication administration
- 8) To know about medical and surgical asepsis.

Syllabus Content

Module-1 advanced nursing procedure

10hr

- Assist in Ryle's tube feeding, catheterization, catheter care, gastric lavage, bladder irrigation, vaginal douch, Blood transfusion
- Basic life support, Cardio pulmonary resuscitation

Module-2 pre –operative and post-operative management

10hr

- Preparation of patient for surgery- consent, local preparation
- Management of patient going for general surgery, abdominal surgery,LSCS
- Post-operative management: immediate and late management
- Post-operative exercises

Module-3drug therapy

5hr

- Basic of administration of medication, sterile technique
- Routs of administration: IV,IM,S/C,I/D,inhalation,local application
- Duration : OD,BD,TID,SOS,STAT,QID,HS
- Measurements: pints,ounce,ml,teaspoon,table spoon

- Basics of administration of IV fluids: types of fluids,

Module-4 medical and surgical asepsis

5hr

- Principles of aseptic technique, dressing of a sterile wound,
- Isolation-definition, methods
- Barrier nursing-definition, precaution
- Assisting a sterile procedure

Related Experiences

30hr

Related practical experiences to be recorded in a record are as follows:

- Physical assessment of patient, Record of temperature, pulse, BP.
- Technique of Bed making
- positioning of patients
- Care of back
- Inhalation techniques-steam inhalation
- Administering medicines- oral
- Administering of intramuscular injections
- Administering of intravenous injections
- Mouth care
- Dressing of wounds
- Techniques of urinary catheterization (female)
- Administering of enema for bowel care
- Oxygen inhalation therapy
- Gastric lavage
- Collection of specimen
- Hand Washing technique
- Carrying out aseptic technique
- CPR- demonstration (Workshop to be conducted)
- Administering nasogastric feeding
- Bandaging techniques

SEMESTER -II

Name of the Course : Industrial Internship (Duration-3 months)

Course Code : VHA2SP03D18

Credits : 5 credits

Total Lecture Hours : 300 hours

Practical -3 months – internship in the hospitals