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Practical Record Book

for General Nursing and Midwifery

Name of the Candidate: _____

Name of the Institution: _____

_____

Dr. Mahipal Singh Fenin

JAYPEE

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NURSING FOUNDATIONS

GNM FIRST YEAR (PRACTICAL)

Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
1.	**Admission of a Patient**				
	• Patient unit set-up and admission procedures, reception of a patient, care of patient's belongings (hospitals policies)				
	• Care of patient's unit				
	• Disinfection of the unit				
	• Assessment of nursing needs, nursing diagnosis, nursing planning, nursing care.				
2.	**Bed and Bed making**				
	• Open bed				
	• Unoccupied bed				
	• Operating bed				
	• Fowler's bed				
	• Cardiac bed				
	• Fracture bed				
	• Amputation bed				
3.	**Discharge of Patients**				
	• Psychological preparation of patient				
	• Preparation of relatives of patient for discharge				
	• Hospital policies to be completed				
	• Follow-up care				
	• Rehabilitation of patient				
4.	**Dying Patients**				
	• Observation of signs and symptoms of approaching death.				
	• Assessment and meeting needs of dying patient and his relatives.				
	• Care of the dying/Packing of bodies with communicable and non-communicable disease.				

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Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
	• Care of the unit				
	• Checking of the belongings.				
5.	**Positioning**				
	Recumbent				
	Semi-recumbent/Dorsal recumbent				
	Fowler's High/Semi				
	Prone/Supine				
	Lateral				
	Sim's				
	Lithotomy				
	Knee – chest				
	Trendelenburg's				
6.	**Use of Accessories to Comfort**				
	• Air cushions/use of extra pillows				
	• Backrest				
	• Bed cradles				
	• Hot water bottles				
	• Sand bags				
	• Use of cotton rings				
	• Water bags care and filling				
	• Use of cardiac table				
7.	**Mobility and Exercise**				
	• Body mechanism				
	• Changing the position of helpless patients				
	• Lifting and handling				
	• Bedridden patients				
	• Active exercises				
	• Passive exercise				
	• Chest physiotherapy				
	• Transfer from bed to chair				
	• Transfer from bed to trolley				
	• Helping the patient with use of crutches, walker				
	• Transporting on-trolley, wheelchair meeting physical needs				
8.	**Maintenance of Therapeutic Environment in Patient's Unit**				
	• Temperature				
	• Lighting				
	• Ventilation				

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Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
	• Noise and humidity				
	• Psychological environment				
9.	**Care of Skin and Mucus Membrane**				
	• Bedbath				
	• Care of hair				
	• Eyes				
	• Ears				
	• Nose				
	• Nails				
	• Genitalia				
	• Skin				
	• Mouth care				
	• Care of pressure points				
10.	**Meeting Nutritional Needs**				
	• Selection and planning diet for the patient (Adult/Children)				
	• Serving normal diets and special diet				
	• Feeding of helpless patients				
	• Insertion and removal of nasogastric tube				
	• Tube feeding				
	• Health teaching				
11.	**Assessment of Patient**				
	• Methods of assessment and observation				
	• Palpation				
	• Auscultation				
	• Percussion				
	• Inspection				
	• Olfaction				
	• Manipulation				
	• Neurological				
12.	**Physical Assessment**				
	• Height				
	• Weight				
	• Posture				
	• Speech				
	• Head to foot examination/physical examination				

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Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
	• Position and draping used for physical examination				
	• Preparation of environment				
13.	**Physiological Assessment**				
	• Temperature				
	• Pulse				
	• Respiration				
	• Characteristics of normal blood pressure				
	• TPR-factors influencing variation				
14.	**Psychological Observation**				
	• Mood				
	• Intelligence				
	• Emotion				
	• Characteristics of normal behaviour and deviation.				
15.	**Therapeutic Nursing Care and Procedure**				
	• Asepsis				
	• Handwashing				
	• Hand scrubbing				
	• Use of mask, gown, gloves				
16.	**Sterilisation**				
	• Physical Sterilisation techniques				
	• Autoclaving				
	• Boiling				
	• Flaming				
	• Ultraviolet rays				
	• Chemical sterilisation				
	• Disinfection				
17.	**Care and Sterilisation of**				
	• Linen, mattress, floor, walls				
	• Cupboards and other articles				
	• Rubber goods, dressing, instruments/Sharp instruments				
	• Needles, syringes				
	• Enamel ware				
	• Barrier nursing and isolation				
18.	**Care of Respiratory System**				
	• Inhalation				
	• Dry inhalation				

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Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
	• Moist inhalation				
	• Steam tent				
	• Electric inhalers				
	• Suction oronasal				
	• Nebulisation				
	• Administration of oxygen.				
19.	**Care of Gastrointestinal Tract**				
	• Enema				
	• Retention				
	• Evacuation				
	• Applying suppository				
	• Passing of flatus tube				
	• Giving and removing bedpan				
	• Health teaching				
20.	**Care of Genito Urinary System**				
	• Care of urinary catheters				
	• Perineal care				
	• Giving and removing urinal				
21.	**Care of Skin and Mucus Membrane**				
	• Cold application				
	• Ice caps/cold compress				
	• Use of evaporating lotion				
	• Hot application/infrared				
	• Use of hot water bottles				
	• Dry and moist fomentation				
22.	**Recording and Reporting**				
	• Types of recording and reporting				
	• Values				
	• Objectives				
	• Oral/verbal				
	• Written report				
	• Dry reports				
	• TPR recording				
	• Nurses notes				
	• Intake and output chart				
	• Measuring and recording				
23.	**Care of Ear, Eye, Nose and Throat**				
	• Instillation of ear drops				
	• Instillation of nasal drops				

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Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
	• Ear irrigation				
	• Gargles				
	• Throat pain				
	• Instillation of eye drops				
	• Eye irrigation				
	• Application of eye ointment				
24.	**Preparation of Patient for Examination**				
	• General examination				
	• Eye				
	• Ear				
	• Nose, throat				
	• Rectal				
	• Vaginal				
25.	**Assist in Investigations**				
	• Collection of specimen for routine and culture examination				
	• Urine				
	• Stool				
	• Vomits				
	• Sputum				
	• Blood				
	• CSF				
	• Aspirated fluids/discharge				
	• Throat swab				
26.	**Urine Analysis**				
	• Reaction				
	• Specific gravity				
	• Albumin				
	• Sugar				
	• Ketone body				
	• Urine Normal/Abnormal				
27.	**Therapeutic Measures**				
	• Medication				
	• Calculation of dose				
	• Oral/mouth				
	• Injection-intramuscular				
	• Subcutaneous injection				
	• Intradermal injection				

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Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
	• Assisting in IV injection				
	• Assisting in blood transfusion				
28.	**Management of Patients with Common Problem**				
	• Care of patient with pyrexia				
	• Care of patient with dyspnoea				
	• Care of unconscious Patient				
	• Care of Paralysis patient				
	• Care of patient with traction				
	• Care of patient with plaster cast				
	• Care of patient with fluid imbalance				
29.	**First Aid and Bandaging**				
	• First aid for shock				
	• First aid for fracture				
	• Application of splints				
	• Application of slings				
	• First aid in hemorrhage				
	• First Aid in other emergency				
	• Basic cardiopulmonary resuscitation (CPR)				
	• Preparation of first aid kit				
30.	**Bandaging**				
	• Simple spiral				
	• Reverse spiral				
	• Figure of eight				
	• Spica				
	• Capelin				
	• Eye, ear, jaw				
	• Elbow, knee				
	• Use of triangular bandage				
	• Use of binders				
	• Dressing of wound				
	• Stump bandage				

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ACTIVITIES OF STUDENTS IN FUNDAMENTAL OF NURSING

I. Procedure Performed in Ward

Sl. No.	Name of the Procedure	Name of the Patient	Date and Time	Signature of Tutor/Clinical Supervisor
1.				
2.				
3.				
4.				

II. Nursing Care Plans

Sl. No.	Diagnosis	Ward	Date of Submission	Signature of Tutor/Clinical Supervisor
1.				
2.				
3.				
4.				

III. Physical Examination/Health Assessment

Sl. No.	Name of the Client	Diagnosis	Date of Submission	Signature of Tutor/Clinical Supervisor
1.				
2.				
3.				
4.				

IV. Health Education

Sl. No.	Name of the Client	Diagnosis	Topic	AV Aids	Date of Submission	Signature of Tutor/ Clinical Supervisor
1.						
2.						
3.						
4.						

Signature of the Class Coordinator **Signature of the Principal**

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GNM FIRST YEAR

Community Health Nursing I (Practical)

Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
1.	Conduct the health survey in rural and urban area				
2.	Conduct environmental sanitation survey				
3.	Home visiting				
4.	Bag technique				
5.	Assessment of family health status				
6.	Identification of communicable disease in family				
7.	Dairy and maintenance of family folder				
8.	Preparation and use of AV aids				
9.	Equipment use and care				
10.	Preparation of plan of nursing care				
11.	**Health Talk in Community**				
	• Group health talk				
	• Individual health talk				
	• Incidental health talk				
	• Mass health education				
12.	Nursing Care at home				
	• Improvisations of Nursing				
13.	Treatment of minor ailments				
14.	Referral services				
15.	Follow-up care of special disease				
16.	**Calculation of Rates**				
	• Birth rate				
	• Death rate				
	• Infant mortality rate				
	• Maternal mortality rate				
17.	**Set-up of Health Clinics**				
	• Antenatal health clinics				
	• Postnatal health clinics				
	• Under five clinic				
	• Family planning clinic				
18.	Treatment of minor ailments				
19.	Family planning services				
20.	Maintain records and report				

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ACTIVITY OF STUDENTS IN COMMUNITY HEALTH NURSING

I. Community Health Survey Report (Mention Name of the PHC/CHC .....)

Sl. No.	Name of Community	Area of Survey Report	Date of Report Submission	Signature of Tutor/ Supervisor
1. 2.				

II. Community Health Record (Family Folder)

Sl. No.	Name of the Head of Family	Rural/Urban	House No.	Date of Submission	Signature of Tutor/ Supervisor
1.					
2.					
3.					
4.					

III. Health Talk in Community

Sl. No.	Name of Topic	Target Group with Community	Date of Presentation	Signature of Tutor/ Supervisor
1.				
2.				
3.				
4.				

Signature of the Class Coordinator **Signature of the Principal**

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PRACTICAL EXAMINATION

GNM First Year

1. Fundamental of Nursing (Practical)

Name and Signature of Examiners:

Date	Internal examiner	External examiner
_____	_____	_____

Remanded exam/supplementary exam

Date	Internal examiner	External examiner
_____	_____	_____

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MEDICAL SURGICAL NURSING

GNM SECOND YEAR

Medical Surgical Nursing (Practical)

Sl. No.	Procedures	Laboratory Demonstration by Lecturer/Tutor		Clinical Demonstration by Students	
		Date	Signature of Lecturer/Tutor	Date	Signature of Clinical Supervisor
1.	**Application of Nursing Process in Provision of Comprehensive Care for Adult and Geriatric Client**				
2.	**Medical Surgical Nursing Care**				
	• Nursing assessment				
	• Physical examination				
3.	**Preoperative Care**				
	• Preparation of the patient for operation				
	• Setting of general anaesthesia				
	• Local anaesthesia				
	• Spinal anaesthesia				
	• Care in general anaesthesia				
	• Set-up of operation theatre				
4.	**Care, Set-up of Sterile Equipment and Assisting in OT**				
	• Abdominal surgery				
	• Bone surgery				
	• Gynaecological surgery				
	• Neurosurgery				
	• ENT surgery				
	• Tracheotomy				
	• Catheterisation				
5.	**Care and Preparation for Traction**				
	• Skin traction				
	• Skeleton traction				
	• Care of patient with traction				
	• Care of patient with cervical traction				
6.	**Operation theatre techniques**				
	• Sterilisation and packing and care of articles for surgery, storage of OT supplies				
	• Disinfecting the OT				

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Practical Record Book

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Salient Features

- This record book is compiled strictly as per revised Indian Nursing Council syllabus.
- It covers all the clinical area required in subject as per revised Indian Nursing Council syllabus.
- Content organized in systematic and scientific manner to help the students and teachers.
- It helps students in gaining practical skills and an outline to provide comprehensive care to patients.
- It helps teachers to evaluate the student's clinical performance.
- It includes useful formats as per the requirement of nursing curriculum.



Mahipal Singh Fenin is a Professor and Principal, Akhil Bharati Vidyapeeth College of Nursing, Sikar, Rajasthan with MSc (Psy Nsg) PhD Nursing degree. He has received Rajiv Gandhi Education Excellence Award and Shiksha Bharati Award. He has taught undergraduate and postgraduate students. He is acting as PhD guide, Member in Research Committee of RUHS, Faculty of Nursing in RUHS, Jaipur and Member of Editorial Board of International Journal of Nursing Care. He has contributed articles/papers to many National and International Research Journals. He is a Chairperson of Nursing Education and Research Committee of TNAI, Rajasthan, Life Member of ISPN, IANN, IAPS, and Australian and New Zealand Mental Health Association. He also did certificate course in relapse prevention and rehabilitation in substance abuse by Government of India. He has spoken and written many times on issues related to substance abuse and mental health of college students. He is a Resource person for TB, HIV/AIDS and IMNCI training programme by Government of India, INC & WHO.

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