

	Skills	Medical focus	Charting and documentation
<b>UNIT 1</b>	Welcoming a patient on admission	Equipment to take patient Observations	Observation Chart
Admitting patients page 6	Checking a patient's identity (ID) bracelet		
	Describing parts of the body		
	Using equipment to take patient Observations		
	Giving instructions to a patient		
	Taking and recording patient Observations		
<b>UNIT 2</b>	Caring for a patient in Recovery	IV infusion equipment	IV Prescription
Caring for patients after an operation page 16	Returning a patient to the ward		
	Talking about pain		
	Checking an IV Prescription		
	Using IV infusion equipment		
<b>UNIT 3</b>	Talking about feelings	Pain relief	Palliative Care Pain Assessment
Caring for terminally ill patients page 26	Showing empathy		
	Discussing pain relief		
	Using a Palliative Care Pain Assessment		
	Telephone skills: managing a patient enquiry		
	Using patient information leaflets		
<b>UNIT 4</b>	Describing your nursing role	Wounds	District Nurse Prescription Sheet
The District Nurse page 36	Describing wounds		
	Helping a patient with Activities of Daily Living (ADLs)		
	Managing embarrassing moments		
	Using a District Nurse Prescription Sheet		
	Reading medication labels		

	<b>Skills</b>	<b>Medical focus</b>	<b>Charting and documentation</b>
<b>UNIT 5</b>	Discussing a patient's progress	Safe swallowing	Food Chart
Helping patients with rehabilitation page 46	Helping a patient with meals		
	Explaining safe swallowing		
	Reassuring a patient before an unpleasant procedure		
	Using a Food Chart		
	Telephone skills: making a referral		
<b>UNIT 6</b>	Helping a patient with mobility aids	Hoists	Moving and Handling Assessment
Mobilising patients page 56	Getting a patient out of bed		
	Using a slide sheet		
	Using a hoist		
	Completing a Moving and Handling Assessment		
<b>UNIT 7</b>	Describing medical imaging equipment	Medical imaging equipment	X-ray Contrast Consent Form
Medical imaging page 66	Completing an X-ray Contrast Consent Form		
	Preparing a patient for Radiology		
	Telephone skills: making an appointment		
	Giving directions in the hospital		
<b>UNIT 8</b>	Doing a blood sugar test	Blood glucose levels	Diabetic Chart Personal Diabetes Care Plan
Helping patients with diabetes management page 76	Asking a patient for consent		
	Describing blood glucose levels		
	Completing a Personal Diabetes Care Plan		
	Talking about lifestyle and diabetes		
	Explaining how to use an insulin pen		
Role plays and additional material		page 86	
Audioscript		page 93	
Answer key		page 103	
Acknowledgements		page 111	