



SYLLABUS AND CURRICULUM OF DIPLOMA IN NURSING ASSISTANT/ASSISTANT NURSING MIDWIFERY COURSE

DIPLOMA IN NURSING ASSISTANT/ASSISTANT NURSING MIDWIFERY (NA/ANM)

Course Overview

- **Full Form:** Diploma in NURSING ASSISTANT/Assistant Nursing Midwifery
- **Duration:** 2 Years + 6 Months (Internship)
- **Eligibility:**
 - 10+2 pass (Science stream – PCB or PCM usually preferred)
 - Minimum 45–50% marks
 - On the basis of 10th (Only Certificate Courses)

Career Opportunities after - NA (NURSING ASSISTANT)

- Assistant nurse, Health Care worker, Village health nurse
- Clinic assistant, Home nurse, Health educator
- Community health worker
- Delivery assistant
- OPD assistant, Ward assistant



SEMESTER – I

PAPER CODE	SUBJECT NAME	THEORY HOURS	PRACTICAL HOURS	THEORY MARKS	PRACTICAL MARKS
NA101	ANATOMY & PHYSIOLOGY	45 Min	1 Hrs.	50	50
NA102	FUNDAMENTAL OF NURSING	45 Min	1 Hrs.	50	50
NA103	FIRST AID & NUTRITIONAL NURSING	45 Min	1 Hrs.	50	50
NA104	COMMUNICABLE DISEASE	45 Min	1 Hrs.	50	50

ANATOMY & PHYSIOLOGY

THEORY

1: Introduction to Human Body

- Definition and importance of anatomy & physiology in nursing
- Organization of the human body: cell, tissue, organ, system
- Anatomical terms and body planes

2: Skeletal System

- Functions of the skeleton
- Types of bones
- Major bones of the body
- Joints and their types
- Common disorders (fractures, arthritis)

3: Muscular System

- Types of muscles: skeletal, smooth, cardiac
- Functions of muscles
- Important muscle groups (e.g., biceps, diaphragm)
- Common disorders (sprain, muscular dystrophy)

4: Circulatory System



- Structure and function of the heart
- Blood vessels: arteries, veins, capillaries
- Composition and functions of blood
- Blood groups and coagulation
- Pulse and blood pressure

5: Respiratory System

- Organs: nose, pharynx, larynx, trachea, bronchi, lungs
- Process of respiration (inhalation & exhalation)
- Gas exchange in lungs
- Common disorders: asthma, pneumonia, TB

6: Digestive System

- Organs: mouth, esophagus, stomach, intestines, liver, pancreas
- Digestion process
- Absorption and elimination
- Common disorders: diarrhea, constipation, ulcers

7: Nervous System

- Structure and function of brain, spinal cord, nerves
- Divisions: CNS & PNS
- Reflex action
- Sensory and motor nerves
- Common disorders: epilepsy, paralysis

8: Excretory System

- Organs: kidneys, ureters, bladder, urethra
- Urine formation
- Importance of fluid balance
- Common disorders: UTI, kidney stones

9: Reproductive System

- Male and female reproductive organs
- Menstrual cycle
- Fertilization and conception (basic)
- Puberty and secondary sexual characteristics

10: Endocrine System

- Major glands: pituitary, thyroid, pancreas, adrenal



- Hormones and their functions
- Common disorders: diabetes, hypothyroidism

11: Integumentary System (Skin)

- Layers of skin
- Functions of the skin
- Hair and nails
- Skin care and hygiene

12: Sense Organs

- Structure and function of:
 - Eye
 - Ear
 - Nose
 - Tongue
 - Skin receptors

PRACTICAL

➤ Identification & Demonstration

- Identification of **human body parts** using models or charts
- Demonstration of **anatomical positions and body planes**
- Identification of **major bones** (e.g., skull, femur, humerus, vertebrae)
- Identification of **major muscles** (e.g., biceps, diaphragm, calf muscles)
- Identification of **internal organs** using charts/models
- Identification of **sense organs** and their parts

➤ Observation & Measurement

- Measurement of **pulse rate**
- Measurement of **respiratory rate**
- Measurement of **blood pressure** using a sphygmomanometer
- Observation and recording of **temperature** using clinical thermometer
- Calculation of **body mass index (BMI)**

➤ Specimen & Chart Work

- Observation and labeling of specimen: **heart, lungs, kidney, brain, stomach, liver**
- Preparation and explanation of **charts** on major body systems



- Drawing and labeling of **basic body systems** (e.g., digestive, respiratory, nervous)

➤ **First Aid & Application-Based Practicals**

- Demonstration of **reflex action** (e.g., knee-jerk)
- Practice of **basic hygiene techniques** (e.g., handwashing)
- Practice of **first aid measures** for cuts, burns, fainting
- Demonstration of **safe lifting and patient positioning**

➤ **Record Book & Reporting**

- Maintenance of **practical record file**
- Preparation of **case studies or observation reports**
- Filling health assessment forms (pulse, BP, respiration)

➤ **Optional/Extended Activities**

- Visit to an **anatomy museum or lab**
- Audio-visual sessions on **organ system functions**
- Group discussion on **nursing relevance of physiology knowledge**

FUNDAMENTAL OF NURSING

THEORY

1: Introduction to Nursing

- Definition, concept, and principles of nursing
- Scope of nursing practice
- Role and responsibilities of Nursing Assistant in hospital and community
- Ethical principles and code of conduct
- Qualities of a nurse
- Importance of communication in nursing

2: Health Care Delivery System in India

- Levels of health care: Primary, Secondary, Tertiary
- Health care team: roles and functions
- Sub-centers, PHC, CHC structure and responsibilities
- Referral system
- Introduction to National Health Programs



3: Basic Nursing Care Procedures

- Admission and discharge procedure
- Bed making techniques: open, closed, occupied, cardiac, surgical, fracture bed
- Measuring vital signs: temperature, pulse, respiration, blood pressure
- Observation of physical signs
- Maintenance of intake and output chart
- Recording weight and height

4: Personal Hygiene and Patient Comfort

- Importance of hygiene
- Providing bed bath, oral hygiene, care of eyes, ears, nose, nails, hair
- Changing garments and linens
- Pressure sore prevention: back care, positioning
- Assisting with toileting needs: use of bedpan, urinal, commode

5: Nutrition and Feeding

- Feeding techniques for helpless patients
- Feeding through nasogastric tube (observation)
- Types of diets: liquid, soft, normal
- Preparation of ORS and assisting with feeding

6: Elimination Needs

- Providing and removing bedpans and urinals
- Care of colostomy and urinary catheter (observation)
- Bowel and bladder training

7: Infection Control & Aseptic Techniques

- Concept of infection, source and transmission
- Principles of asepsis
- Hand washing techniques (medical and surgical)
- Use of gloves, masks, gowns
- Methods of sterilization and disinfection
- Biomedical waste segregation and disposal

8: First Aid and Emergency Care

- First aid in minor cuts, burns, fainting, poisoning, drowning, bleeding
- CPR – basic principles (theoretical and demonstration)
- Emergency tray – contents and use



- Transporting and shifting patients safely

9: Administration of Medications

- Rules and principles of drug administration
- Routes: oral, topical, inhalation, suppository, injection (observation only)
- Observation of drug effects and side effects
- Storage of medicines
- Use of common drugs in community practice (e.g. paracetamol, ORS, IFA tablets)

10: Observation, Reporting, and Record Keeping

- Importance of observation and accurate recording
- Common records: admission register, intake/output chart, TPR chart
- Daily report writing and patient notes
- Reporting abnormalities to supervisor or doctor

PRACTICAL

➤ Basic Nursing Skills

- Handwashing technique (7 steps of WHO)
- Use of PPE (gloves, mask, apron)
- Handling thermometer (oral, axillary, rectal)
- Recording:
 - Temperature
 - Pulse
 - Respiration
 - Blood pressure

➤ Bed Making Procedures

- Simple/Closed bed
- Open bed
- Occupied bed
- Fracture bed
- Cardiac bed
- Surgical bed

➤ Personal Hygiene Care

- Giving complete bed bath



- Oral hygiene for conscious and unconscious patients
- Hair washing and combing
- Nail care
- Eye, ear, and nose care
- Perineal care

➤ **Patient Comfort and Positioning**

- Use of comfort devices (pillows, backrest, bed cradle)
- Positioning a patient:
 - Fowler's
 - Supine
 - Prone
 - Lateral
 - Sim's
 - Lithotomy

➤ **Feeding the Patient**

- Feeding helpless/conscious patients
- Assisted feeding using spoon/cup
- Observation of nasogastric tube feeding (if available)
- Preparation of ORS solution
- Recording intake and output

➤ **Elimination Needs**

- Assisting with bedpan and urinal
- Use of commode chair
- Enema administration (observation)
- Care of colostomy (observation)
- Care of urinary catheter (observation)

➤ **Prevention of Bed Sores**

- Back massage
- Repositioning
- Use of air/foam mattresses
- Pressure point inspection

➤ **First Aid and Emergency Skills**

- Application of bandages (arm, leg, head)
- Dressing minor wounds



- First aid for:
 - Burns
 - Bleeding
 - Fainting
 - Fractures
 - Snakebite
- CPR (demonstration on mannequin)
- Transporting a patient using stretcher/wheelchair

➤ **Medication and Asepsis**

- Preparing and administering oral medicines
- Identification of common drugs (Paracetamol, ORS, IFA, etc.)
- Cleaning and disinfecting articles (bedpans, trays)
- Sterilization of linen and dressing material (demonstration)
- Use of antiseptics and disinfectants
- Handling and disposal of sharps and biomedical waste

➤ **Observation and Reporting**

- Maintenance of:
 - TPR chart
 - Blood pressure record
 - Intake-output chart
 - Weight chart
- Incident reporting format
- Filling nursing care records and daily progress notes

FIRST AID & NUTRITIONAL NURSING

THEORY

PART A : FIRST AID

1. Introduction to First Aid

- Definition, aims, and principles of first aid
- Role and responsibilities of an nursing assistant in emergencies
- Content of a first aid box



2. First Aid for Common Injuries and Conditions

- Cuts, wounds, and bleeding
- Burns and scalds
- Fractures and dislocations
- Shock and unconsciousness
- Fainting and choking
- Bites and stings (snake, insect, dog bite)
- Nosebleeds and eye injuries
- Foreign bodies (nose, ear, eye)

3. First Aid in Major Emergencies

- Drowning
- Electric shock
- Heat stroke/sunstroke
- Poisoning
- Fire accidents
- Seizures (epilepsy)

4. Bandaging Techniques

- Roller bandage application
- Triangular bandage techniques
- Bandaging limbs, head, and joints

5. Transportation of Injured Patients

- Lifting techniques
- Use of stretcher, wheelchair, and spine board
- Positioning of unconscious or injured patients

6. CPR and Resuscitation (Basic Life Support)

- ABC of resuscitation
- CPR steps (theory and mannequin demo)
- Emergency tray and its contents

PART B: NUTRITIONAL NURSING

1. Introduction to Nutrition

- Definition and importance of nutrition in health and disease
- Classification of food: energy-giving, body-building, protective



2. Essential Nutrients

- Carbohydrates
- Proteins
- Fats
- Vitamins
- Minerals
- Water and fiber
- Functions, sources, daily requirements, and deficiency diseases

3. Balanced Diet

- Concept and components
- Factors affecting nutrition (age, sex, activity, income, culture)
- Meal planning for different age groups

4. Nutritional Needs in Special Conditions

- Infants and children
- Pregnant and lactating mothers
- Elderly individuals
- Patients (with diabetes, hypertension, etc.)

5. Malnutrition and Deficiency Disorders

- PEM (Protein Energy Malnutrition): Kwashiorkor, Marasmus
- Anemia
- Vitamin and mineral deficiencies (rickets, scurvy, night blindness)

6. Food Hygiene and Preservation

- Food contamination and spoilage
- Safe food handling and preparation
- Storage and preservation methods
- Importance of personal hygiene in food service

PRACTICAL

PART A: FIRST AID

➤ Preparation & Observation

- Identify and **prepare a first aid kit**
- List and explain the use of **first aid articles**
- Identify **signs and symptoms** of emergencies (shock, bleeding, burns, fractures)



➤ Bandaging and Dressing

- Demonstrate the application of:
 - Roller bandages (limb injuries)
 - Triangular bandages (head, chest, arm slings)
 - Eye and scalp bandages
 - Pressure bandage for bleeding control
- Demonstrate **dressing of minor cuts, wounds, and burns**

➤ Emergency Procedures

- Demonstrate **control of bleeding** using elevation, pressure, and bandage
- First aid in case of:
 - Burns and scalds
 - Nosebleed
 - Fractures and dislocations
 - Poisoning (general care)
 - Electric shock
 - Snakebite and dog bite
 - Fainting and unconsciousness

➤ Life Support & Transport

- Demonstrate:
 - **CPR (Cardiopulmonary Resuscitation)** using a mannequin
 - **Recovery position** for unconscious patient
 - **Artificial respiration (mouth-to-mouth)** – demonstration
- Safe **transport of patients** using:
 - Stretcher
 - Wheelchair
 - Arm lift method
 - Blanket carry

PART B: NUTRITIONAL NURSING

➤ Identification and Classification

- Identify **common food items**: body-building, energy-giving, protective
- Classify food according to nutrients (carbohydrate, protein, fat, vitamins, minerals)
- Identify signs of **common nutritional deficiencies**

➤ Measurement & Calculation

- Use of standard measuring tools: glass, cup, ladle, spoon



- Demonstrate calculation of:
 - **Balanced diet for different age groups**
 - **Calorie requirements** using food charts
- **Meal Planning and Preparation**
- Prepare and demonstrate:
 - **Simple balanced diet** for infants, pregnant women, lactating mothers, and elderly
 - **Weaning food for infants**
 - **ORS (Oral Rehydration Solution)** preparation
 - **Iron and protein-rich recipes** for anemic or undernourished patients
- **Nutrition Education**
- Prepare **nutrition education charts/posters**
- Demonstrate **nutrition talk or session** for mothers or school children
- Visit and observe **community nutrition programs** (e.g., ICDS, Mid-Day Meal)

COMMUNICABLE DISEASE

THEORY

1: Introduction to Communicable Diseases

- Definition and classification
- Mode of transmission: direct & indirect
- Chain of infection
- Sources and carriers of infection
- Prevention and control: general measures
- Immunity – natural and acquired
- Role of nursing assistant in control of communicable diseases

2: Bacterial Diseases

- **Tuberculosis (TB)**
 - Cause, transmission, signs & symptoms
 - DOTS program
 - nursing assistant's role in detection, treatment adherence, and education
- **Typhoid**
- **Cholera**
- **Diphtheria**



- **Whooping Cough (Pertussis)**
- **Tetanus**
- **Leprosy**
 - Types, symptoms, stigma, and role in treatment and counseling

3: Viral Diseases

- **Measles**
- **Mumps**
- **Chickenpox**
- **Hepatitis A & B**
- **Polio**
- **Rabies**
- **COVID-19 (if included by institution)**

4: Vector-Borne Diseases

- **Malaria**
 - Cause, symptoms, mosquito control methods
- **Dengue**
- **Chikungunya**
- **Kala-azar (Visceral leishmaniasis)**
- **Filariasis**

5: Intestinal Parasitic & Zoonotic Diseases

- **Amoebiasis**
- **Giardiasis**
- **Worm infestations (roundworm, hookworm)**
- **Zoonotic diseases: Rabies, Brucellosis**

6: Sexually Transmitted Infections (STIs)

- **HIV/AIDS**
 - Modes of transmission
 - Prevention strategies
 - Stigma and community education
- **Syphilis and Gonorrhea (overview)**

7: Prevention & Control Measures

- Isolation and barrier nursing
- Disinfection and sterilization
- Notification of diseases



- Surveillance
- Mass drug administration
- Environmental sanitation
- Health education and awareness
- Cold chain maintenance and immunization

8: National Health Programs Related to Communicable Diseases

- Revised National TB Control Program (RNTCP)
- National Leprosy Eradication Program (NLEP)
- National Vector Borne Disease Control Program (NVBDCP)
- Universal Immunization Program (UIP)
- Integrated Disease Surveillance Program (IDSP)

PRACTICAL

A. FIELD-BASED (COMMUNITY) ACTIVITIES

➤ Home Visits & Observation

- Conduct home visits for suspected or confirmed TB, leprosy, malaria, etc.
- Observe signs and symptoms of communicable diseases
- Educate family members on infection prevention and hygiene
- Observe the home environment for risk factors (e.g., stagnant water, poor sanitation)

➤ Health Education Sessions

- Educate on:
 - Importance of handwashing and hygiene
 - Use of mosquito nets and repellents
 - Safe drinking water practices
 - Proper food handling and sanitation
 - Vaccination awareness
- Use of posters, charts, and demonstrations

➤ Mosquito Control Activities

- Identify mosquito breeding sites
- Demonstrate elimination of stagnant water
- Promote use of insecticides and mosquito nets
- Conduct surveys for malaria/dengue symptoms

➤ Contact Tracing and Surveillance



- Prepare contact lists of TB, leprosy, measles patients
- Visit and screen household members
- Educate contacts about disease and follow-up
- Fill surveillance and contact tracing registers

➤ **Mass Education Campaign Participation**

- Assist in pulse polio campaigns
- Support outreach immunization programs
- Mobilize community members for health camps

B. INSTITUTIONAL (CLINICAL) PRACTICE

➤ **Disease-Specific Care**

- Assist in isolation and care of patients with TB, typhoid, scabies, etc.
- Observe and report signs of communicable diseases
- Participate in dressing, wound care, and basic procedures
- Practice barrier nursing methods

➤ **Disinfection and Waste Disposal**

- Demonstrate disinfection of patient equipment and surroundings
- Prepare disinfectant solutions (phenyl, bleaching powder)
- Safe handling and segregation of biomedical waste
- Disinfection after patient discharge or death

➤ **Immunization Support**

- Assist in vaccine storage and cold chain maintenance
- Observe and record immunization schedules
- Support nursing assistant workers and nurses during vaccination sessions
- Monitor for adverse reactions (under supervision)

➤ **Recording and Reporting**

- Maintain:
 - Communicable disease register
 - Contact tracing forms
 - Disease notification reports
 - Immunization register
- Report suspected outbreaks to supervisor/medical officer



SEMESTER - II

PAPER CODE	SUBJECT NAME	THEORY HOURS	PRACTICAL HOURS	THEORY MARKS	PRACTICAL MARKS
NA201	PRINCIPLE OF NURSING ASSISTANT	45 Min	1 Hrs.	50	50
NA202	COMMUNITY HEALTH NURSING	45 Min	1 Hrs.	50	50
NA203	NUTRITION, FAMILY PLANNING	45 Min	1 Hrs.	50	50
NA 204	INTERACTION WITH NURSING STAFF & PATIENTS	45 Min	1 Hrs.	50	50

PRINCIPLE OF NURSING ASSISTANT

THEORY

1: Introduction to Nursing

- Definition and scope of nursing
- Functions of a nursing assistant
- Qualities of a good nurse
- Code of ethics and professional behavior
- Role of nursing assistant in the healthcare team
- Hospital and community-based nursing

2: Basic Human Needs & Patient Care

- Needs of patients: physical, psychological, spiritual
- Comfort devices: pillows, backrest, bed cradles, etc.
- Principles of bed making: types of beds
- Admission, transfer, and discharge of patients
- Patient positioning and movement techniques
- Care of pressure points and prevention of bedsores
- Assisting in activities of daily living (ADL)

3: Hygiene & Personal Care

- Maintenance of personal hygiene of patients
- Bathing (bed bath, sponge bath, tub bath)
- Mouth care (including unconscious patients)



- Hair care, nail care, and skin care
- Perineal care
- Care of dentures, eyes, and hearing aids
- Menstrual hygiene

4: Basic Nursing Procedures

- Handwashing and hand hygiene techniques
- Vital signs measurement: temperature, pulse, respiration, blood pressure
- Intake and output charting
- Collection of urine, stool, sputum specimens
- Administration of oral medications (under supervision)
- Assisting in enemas, suppositories
- Wound dressing assistance
- Assisting in oxygen therapy

5: Mobility and Safety

- Moving and lifting patients safely
- Use of wheelchairs, stretchers, walkers
- Fall prevention measures
- Application of restraints (as per guidelines)
- Infection prevention and control
- Aseptic techniques and isolation precautions
- Biomedical waste segregation

6: Nutrition & Feeding

- Principles of nutrition
- Assisting with feeding (oral and nasogastric)
- Fluid balance and types of fluids
- Feeding patients with special needs (disabled, elderly)

7: Communication in Nursing

- Basic principles of communication
- Nurse-patient relationship
- Verbal and non-verbal communication
- Handling patient complaints
- Reporting and documentation
- Record keeping and observation charts



8: First Aid & Emergency Care (*Introductory Level*)

- Basic life support (BLS) introduction
- First aid in burns, cuts, fainting, fractures
- Assisting in emergency procedures
- Calling for help and ensuring safety

9: Terminal Care & Death

- Care of the dying patient
- Signs of approaching death
- Post-mortem care
- Emotional support to family
- Ethical and cultural considerations

PRACTICAL

➤ Basic Patient Care Skills

1. **Hand hygiene** – medical and surgical handwashing techniques
2. **Bed making** – open bed, closed bed, occupied bed, operation bed
3. **Positioning of patients** – supine, prone, lateral, Fowler's, Trendelenburg
4. **Use of comfort devices** – pillows, bed cradles, back rest
5. **Admission and discharge procedures** – patient orientation & documentation

➤ Personal Hygiene & Assistance

6. **Bed bath, sponge bath, and assisted bath**
7. **Mouth care** – for conscious and unconscious patients
8. **Hair care** – combing, oiling, and washing
9. **Nail care** – trimming and cleaning
10. **Perineal care** – male and female patients
11. **Changing of garments and bed linen** for bed-ridden patients

➤ Vital Signs Monitoring

12. **Measuring temperature** – oral, axillary, rectal (models)
13. **Pulse measurement** – radial, apical
14. **Respiration rate** – observing and recording
15. **Blood pressure measurement** – using manual sphygmomanometer
16. **Recording and charting vital signs** in patient files



➤ **Nutritional Support**

17. **Assisting with feeding** – normal, ill, and unconscious patients
18. **Measuring intake and output**
19. **Maintaining fluid balance chart**
20. **Nasogastric feeding (observation/assistance)**

➤ **Elimination Needs**

21. **Assisting in urination and defecation**
22. **Providing bedpan and urinal**
23. **Enema administration (demonstration)**
24. **Collection of stool and urine specimens**
25. **Catheter care (observation/practice on models)**

➤ **Infection Control & Safety**

26. **Donning and removing gloves, gown, mask, cap**
27. **Disinfection of articles**
28. **Aseptic technique demonstration**
29. **Handling and disposal of biomedical waste**
30. **Care of linen and personal protective equipment (PPE)**

➤ **Communication & Documentation**

31. **Introduction to patient and establishing rapport**
32. **Reporting patient condition to supervisor**
33. **Filling of admission and daily care forms**
34. **Maintaining nursing care records and charts**

➤ **Observation & Recording**

35. **Observation of symptoms: fever, cyanosis, dehydration, pain**
36. **Recognizing abnormal pulse, respiration, BP**
37. **Use of observation charts**
38. **Reporting changes in condition to senior staff**

COMMUNITY HEALTH NURSING

THEORY



1: Introduction to Community Health Nursing

- Definition, concept & objectives of community health nursing
- History and development of community health in India
- Principles of community health nursing
- Difference between institutional and community health nursing
- Role and responsibilities of Nursing Assistant in community health

2: Health Care Delivery System in India

- Levels of health care (primary, secondary, tertiary)
- Sub-centers, PHCs, CHCs, and district hospitals
- Introduction to Indian Public Health Standards (IPHS)
- Health care teams and referral system
- AYUSH systems of medicine

3: Demography and Vital Statistics

- Definition and uses of demography
- Demographic cycle
- Vital statistics: birth rate, death rate, IMR, MMR, morbidity rates
- Census and sample registration system (SRS)

4: Environmental Sanitation

- Safe water sources and purification of water
- Disposal of waste: solid waste, human excreta, sewage
- Environmental pollution: air, water, soil, noise
- Role of Nursing Assistant in environmental health
- Personal hygiene and community hygiene

5: Nutrition and Health

- Basic nutrients and their functions
- Balanced diet and nutritional needs for various age groups
- Malnutrition and deficiency diseases (kwashiorkor, marasmus, anemia)
- Nutrition education in the community
- Common community-based nutrition programs (ICDS, Mid-Day Meal)

6: Communicable Diseases

- Modes of transmission
- Signs, symptoms, prevention & control of diseases like:
 - Tuberculosis, Leprosy, Malaria, Dengue



- HIV/AIDS, Hepatitis, Typhoid, Cholera, Diarrhea
- Measles, Polio, Chickenpox, COVID-19
- Immunization and vaccine-preventable diseases
- Role of Nursing Assistant in outbreak control

7: Non-Communicable Diseases (NCDs)

- Hypertension, Diabetes, Cancer, Heart diseases
- Mental health and substance abuse
- Screening, early detection, health education
- Lifestyle modification and counseling

8: Maternal & Child Health Services

- Antenatal, intranatal, and postnatal care
- Safe delivery practices and essential newborn care
- Growth monitoring and immunization
- Under-five clinics
- Family planning methods and counseling

9: Family Health Care

- Definition and objectives
- Home visiting techniques and bag technique
- Family needs assessment
- Identification of at-risk families
- Community-based family welfare services

10: Health Education and Communication

- Principles and methods of health education
- Audio-visual aids
- Counseling techniques
- Organizing community health talks, role-plays, street plays
- Behavior change communication (BCC)

11: Health Problems in India

- Malnutrition
- Population explosion
- Environmental pollution
- Unemployment, poverty, illiteracy
- Occupational health hazards



12: National Health Programs

- Overview of national health programs:
 - NRHM (now Ayushman Bharat), RMNCH+A
 - Janani Suraksha Yojana (JSY), JSSK
 - National Vector Borne Disease Control Programme (NVBDCP)
 - Universal Immunization Program (UIP)
 - RNTCP (TB), NACP (HIV), NPCDCS (NCDs)

13: Community-Based Rehabilitation (CBR)

- Definition and concept of CBR
- Rehabilitation of disabled and elderly
- Role of Nursing Assistant in CBR and disability prevention

14: Disaster Management & Emergency Services

- Types of disasters: natural & man-made
- First aid in disasters
- Community preparedness and participation
- Role of Nursing Assistant in disaster relief

PRACTICAL

➤ COMMUNITY VISITS & FAMILY HEALTH CARE

1. Conducting **home visits** using community bag technique
2. Preparing **family folders** and maintaining records
3. Assessment of **health needs of the family**
4. Identification of **high-risk families**
5. Counseling and education during visits
6. Recording **births, deaths, and vital events**

➤ ENVIRONMENTAL SANITATION

7. Survey of **safe and unsafe water sources**
8. Demonstration of **home water purification methods**
9. Educating on **safe disposal of waste and excreta**
10. Observation of **housing conditions and drainage**
11. Creating awareness about **personal and community hygiene**

➤ IMMUNIZATION SERVICES

12. Assisting in **immunization camps** and school health programs



13. Maintaining **cold chain** and vaccine carrier
14. **Administration of vaccines** (oral & injectable) under supervision
15. Recording **immunization status** in registers and cards
16. Educating mothers about **immunization schedules**

➤ **NUTRITIONAL ASSESSMENT**

17. Conducting **nutrition surveys** in the community
18. Assessing nutritional status using **growth charts (WHO)**
19. Identifying **malnourished children and mothers**
20. Educating about **balanced diet** and local nutritious foods
21. Participation in **ICDS/Anganwadi center** activities

➤ **HEALTH EDUCATION ACTIVITIES**

22. Planning and conducting **health talks**
23. Use of **AV aids**: posters, flashcards, flipbooks
24. **Street plays, role plays, puppet shows** for awareness
25. Creating and displaying **health education charts**
26. Counseling individuals and families on health topics

➤ **FIRST AID & EMERGENCY CARE**

27. Providing **first aid for minor injuries, burns, wounds**
28. Handling **bleeding, fainting, fractures, shock** situations
29. Organizing **first aid kits** in community or schools
30. Basic care during **disasters and emergencies**

➤ **RECORD KEEPING & DOCUMENTATION**

31. Filling of:

- Family folders
- Eligible couple and child registers
- Birth and death registers
- Immunization registers

32. Writing **daily diary and reporting formats**
33. Preparing **individual and group case reports**

➤ **PARTICIPATION IN NATIONAL HEALTH PROGRAMS**

34. Pulse Polio Program
35. Deworming Days



- 36. Anti-leprosy and TB campaigns
- 37. Vector control campaigns (malaria/dengue)
- 38. Observation of **National Health Days**

➤ **SCHOOL HEALTH & ADOLESCENT PROGRAMS**

- 39. Assisting in **school health screening**
- 40. Conducting **handwashing demonstrations**
- 41. Educating on **menstrual hygiene** (girls)
- 42. Participation in **health check-up camps**

NUTRITION, FAMILY PLANNING

THEORY

SECTION A: NUTRITION

1: Introduction to Nutrition

- Definition, concept, and importance of nutrition in health
- Classification of food based on function and origin
- Nutrients: Macronutrients and Micronutrients

2: Macronutrients

- **Carbohydrates:** Types, sources, functions
- **Proteins:** Sources (animal & plant), functions, deficiency
- **Fats:** Types, functions, sources, deficiency effects

3: Micronutrients

- **Vitamins:** A, B-complex, C, D, E, K – sources, deficiency diseases
- **Minerals:** Iron, calcium, iodine, zinc, sodium – importance and sources
- **Water and Electrolytes:** Importance, daily requirement

4: Balanced Diet

- Definition and components of a balanced diet



- Dietary requirements for:
 - Infants and children
 - Pregnant and lactating women
 - Adolescents and elderly
- Factors affecting nutrition (age, occupation, socioeconomic status, culture)

5: Nutritional Deficiencies and Community Nutrition Programs

- Protein Energy Malnutrition (PEM): Kwashiorkor & Marasmus
- Iron-deficiency anemia, goiter, rickets, scurvy
- National nutrition programs:
 - ICDS
 - Mid-Day Meal Program
 - Vitamin A Prophylaxis
 - Iron and Folic Acid Supplementation (IFA)
 - National Iodine Deficiency Disorders Control Programme (NIDDCP)

6: Food Hygiene and Storage

- Personal hygiene in food handling
- Safe cooking and storage practices
- Prevention of food adulteration
- Foodborne diseases and prevention

7: Nutrition Education

- Role of Nursing Assistant in nutritional counseling
- Teaching methods in community settings
- Use of locally available food
- Home-based management of malnutrition

SECTION B: FAMILY PLANNING

1: Introduction to Family Planning

- Definition, objectives, and importance of family planning
- Myths and misconceptions related to family planning
- Demography and population control

2: Reproductive System & Fertility

- Male and female reproductive systems (basic)
- Menstrual cycle and ovulation



- Fertility, infertility, and conception

3: Temporary/Spacing Methods of Contraception

- **Barrier methods** (male/female condoms)
- **Oral contraceptive pills** (OCPs)
- **Injectable contraceptives** (DMPA)
- **Intrauterine devices** (Copper-T, hormonal IUDs)
- Natural methods (safe period, withdrawal)
- Postpartum contraception

4: Permanent Methods

- Female sterilization (minilap, laparoscopic)
- Male sterilization (vasectomy, NSV)
- Counseling before and after sterilization

5: Emergency Contraception

- Indications and availability
- Emergency pills and Copper-T use

6: Counseling and Communication in Family Planning

- Role of Nursing Assistant in family planning services
- Pre- and post-procedure counseling
- Motivating eligible couples and community education
- Confidentiality and respectful communication

7: Family Planning Services in India

- National Family Welfare Program
- Role of Sub-centre, PHC, CHC in service delivery
- Eligible Couple Survey and register maintenance
- Logistics and record-keeping of contraceptives

8: Legal and Ethical Aspects

- Informed consent
- Legal age of marriage
- Rights of individuals in reproductive decisions
- Gender sensitivity and reproductive rights

PRACTICAL



NUTRITION

➤ Nutritional Assessment

- Measuring **height and weight** of infants, children, and adults
- Calculation of **BMI**
- Using **growth monitoring charts (WHO standards)**
- Mid Upper Arm Circumference (MUAC) measurement
- Identification of malnutrition (PEM, anemia, goiter, etc.)

➤ Dietary Planning

- Planning and preparing a **balanced diet** using local food items
- Diet planning for:
 - Infants and toddlers
 - Pregnant and lactating mothers
 - Adolescents and elderly
- Diet modification for common deficiency disorders (e.g. anemia, rickets)

➤ Nutrition Demonstrations

- Demonstration of low-cost **nutritious food recipes**
- Organizing and conducting **group nutrition education sessions**
- Use of **IEC materials** (charts, flashcards, posters) for awareness
- Demonstrating **weaning foods** for infants

➤ Participation in Community Nutrition Programs

- ICDS activities in Anganwadi centers
- Iron & folic acid supplementation distribution
- Observation of **Mid-Day Meal Program** in schools
- Participation in **Vitamin A** and **deworming drives**

FAMILY PLANNING

➤ Assessment and Counseling

- Identification of **eligible couples** in a community
- Conducting **counseling sessions** on:
 - Spacing and permanent methods
 - Postpartum contraception
 - Myths and misconceptions about contraception
- Use of **BEMOC/IEC materials** in counseling



➤ **Assisting with Contraceptive Methods**

- Demonstration and explanation of:
 - Male and female condoms
 - Oral contraceptive pills (OCPs)
 - Copper-T (under supervision)
 - Emergency contraception
- Observation/assistance during sterilization camps (if permitted)

➤ **Field Visit & Participation**

- Visit to:
 - PHC/Sub-centers offering family planning services
 - Urban Health Centre or MCH clinic
 - Sterilization camps (vasectomy, tubectomy)
- Participation in **population education programs**

➤ **Documentation and Reporting**

- Maintaining and updating:
 - **Eligible Couple Register**
 - **Contraceptive stock register**
 - Daily diary of family planning services rendered
- Recording number of acceptors for each method

INTERACTION WITH NURSING STAFF & PATIENTS

THEORY

1. Basics of Communication

- Definition and process of communication
- Elements: Sender, message, medium, receiver, feedback
- Types of communication:
 - Verbal (spoken, written)
 - Non-verbal (gestures, posture, facial expressions, tone)
- Barriers to communication and how to overcome them

2. Professional Communication with Nursing Staff

- Importance of team communication
- Hierarchy in nursing staff (Nursing Assistant, ANM, GNM, Staff Nurse, Ward In-charge)
- Role clarity and mutual respect



- Shift handover communication
- Reporting changes in patient conditions
- Documentation and reporting

3. Effective Interaction with Patients

- First impression: Introduction and rapport building
- Active listening and empathy
- Communicating with:
 - Children and adolescents
 - Pregnant women and mothers
 - Elderly patients
 - Terminally ill patients
 - People with disabilities
- Handling emotions: anxiety, fear, anger, grief

4. Cultural & Ethical Aspects

- Cultural sensitivity in communication
- Respecting patient's beliefs, language, gender identity
- Confidentiality and privacy
- Ethical conduct while interacting

5. Health Education & Counseling Skills

- Delivering simple health messages
- Use of local language and understandable terms
- One-to-one counseling vs. group education
- Encouraging treatment compliance

6. Dealing with Challenging Situations

- Communicating during emergencies
- De-escalating aggressive or uncooperative behavior
- Communicating in case of patient death or referral
- Supportive communication during pain or trauma

PRACTICAL

➤ Interaction with Nursing Staff

- Participate in **shift handover reporting** (verbal/written)
- Practice **teamwork** during patient care (e.g., bed making, wound care)
- Learn how to **report abnormal findings** to seniors (BP, temp, pulse)



- Observe and replicate **nursing documentation** in patient files
- Interact with Staff Nurse, GNM, Ward In-charge for assignments
- Assist in **drug administration rounds** (under supervision)
- Help in **inventory maintenance** and duty planning

➤ **Interaction with Patients (Bedside Communication)**

- Introduction and **rapport building** with patients
- Taking **basic history** (name, age, complaints, vitals, allergies)
- Communicating during:
 - Daily care (bathing, feeding, repositioning)
 - Vital signs monitoring
 - Explaining simple procedures before performing
- Comforting and listening to patient fears, anxiety, or concerns
- Communicating with:
 - Postnatal mothers
 - Elderly or disabled patients
 - Pediatric patients (with caregiver)
- Ensuring **privacy and dignity** during communication
- Using **local language** and simple words as needed

➤ **Patient Education and Health Teaching**

- Explain basic topics:
 - Personal hygiene
 - Breastfeeding
 - Diet during pregnancy
 - Importance of immunization
 - Medication adherence
- Use of **charts, flashcards, or visual aids** during sessions
- Conducting **health talks** in small groups or at bedsides
- Counseling on **basic infection control practices**

➤ **Simulation & Role Play Practice**

- Role play scenarios:
 - Angry patient or family
 - Patient in pain
 - A confused elderly patient
 - Breaking difficult news (with sensitivity)
- Team-based group simulations of hospital rounds
- Feedback from supervisors and peers



➤ **Community Interaction**

- Interacting during **home visits** under PHC/Anganwadi guidance
- Educating villagers about hygiene, antenatal care, or family planning
- Talking to mothers about newborn care and immunization
- Coordinating with ASHA workers and local health volunteers

SEMESTER – III

PAPER CODE	SUBJECT NAME	THEORY HOURS	PRACTICAL HOURS	THEORY MARKS	PRACTICAL MARKS
NA301	PRIMARY HEALTH NURSING & CARE	45 Min	1 Hrs.	50	50
NA302	PEDIATRIC NURSING	45 Min	1 Hrs.	50	50
NA303	MIDWIFERY	45 Min	1 Hrs.	50	50
NA304	PHARMACOLOGY & MICROBIOLOGY	45 Min	1 Hrs.	50	50

PRIMARY HEALTH NURSING & CARE

THEORY

1. Introduction to Primary Health Care (PHC)

- Definition and importance of PHC
- Principles of PHC: Equity, Accessibility, Community Participation, Intersectoral Coordination
- Evolution of primary health care in India
- Alma Ata Declaration and Sustainable Development Goals (SDGs)

2. Structure of Primary Health System in India

- Sub-Center
- Primary Health Center (PHC)
- Community Health Center (CHC)



- Urban PHC
- Role of Nursing Assistant in each setup
- Linkages with district hospital and referral units

3. Functions & Roles of Primary Health Care Nurse

- Home visiting, counseling, minor treatments
- Health check-up and screening
- Recording and reporting community data
- Support during immunization and MCH services
- Maintaining drug kits and equipment
- Conducting village health and nutrition days (VHND)

4. Common Illnesses at Primary Level

- Identification and basic care of:
 - Fever, cold, cough
 - Diarrhea & dehydration
 - Minor wounds, skin infections
 - Malaria, Dengue, Typhoid, Tuberculosis
 - Worm infestation
- First aid and referral
- Distribution of essential drugs

5. Maternal and Child Health in PHC

- Antenatal and postnatal care at sub-center
- Early detection of high-risk pregnancy
- Institutional delivery promotion
- Growth monitoring and immunization
- Newborn and child care follow-up
- Lactation and nutrition support

6. Family Planning & Reproductive Health

- Family planning counseling
- Temporary and permanent methods
- Record-keeping and follow-up
- RTI/STI awareness
- Menstrual hygiene education

7. Health Promotion & Disease Prevention

- Personal and community hygiene



- Nutrition and safe drinking water
- Oral rehydration therapy (ORS)
- Safe disposal of waste
- Health education and community mobilization

8. Role in National Health Programs

- RMNCH+A
- National Immunization Program
- National Vector Borne Disease Control
- Janani Suraksha Yojana (JSY)
- Ayushman Bharat and Health & Wellness Centers

9. Basic Health Statistics and Reporting

- Household survey
- Eligible couple and child register
- Immunization register
- Nutrition records
- Report formats for ASHA coordination
- Maintaining daily activity diary

PRACTICAL

➤ Household Survey & Registration

- Conduct family and individual surveys
- Prepare eligible couple register (ECR)
- Maintain child register for immunization
- Record births and deaths in the area
- Identify high-risk individuals (elderly, pregnant women, disabled)

➤ Community Health Education Activities

- Conduct health talks on:
 - Personal hygiene
 - Safe drinking water
 - Malaria prevention
 - Breastfeeding and weaning
 - Family planning methods
- Use flashcards, flipcharts, posters
- Engage school children and SHG members



➤ **Maternal and Child Health Activities**

- Antenatal home visits: BP, weight, abdominal exam (under supervision)
- Postnatal care: Breastfeeding guidance, lochia check, perineal care
- Record immunization due dates for infants
- Provide iron, folic acid, calcium supplements
- Educate on nutrition during pregnancy and lactation

➤ **Basic Treatment and First Aid**

- Identify fever, diarrhea, dehydration, scabies, worm infestation
- Administer ORS, paracetamol, albendazole, iron tablets (as per protocol)
- Perform dressing for minor wounds
- Monitor temperature, pulse, BP
- Refer serious cases to PHC/CHC

➤ **Growth Monitoring & Nutrition Assessment**

- Measure height, weight, MUAC
- Plot growth chart (WHO standard)
- Classify nutritional status (normal, moderate, severe malnutrition)
- Counsel mothers on age-appropriate feeding

➤ **Immunization Support**

- Assist in immunization sessions at sub-center or VHND
- Prepare vaccines and maintain cold chain
- Identify child as per register
- Maintain immunization card
- Manage minor reactions and advise mothers

➤ **Sanitation & Hygiene Practices**

- Demonstrate:
 - Safe hand washing techniques
 - Safe water storage
 - Household waste disposal
 - Latrine usage and maintenance
- Mobilize the community during Swachh Bharat or similar campaigns

➤ **National Health Program Activities**

- Assist in malaria fever survey and blood smear collection
- Help organize health screening camps



- Participate in Vitamin A, deworming, or polio campaigns
- Distribute IEC material during campaigns (TB, leprosy, COVID-19 etc.)

➤ **Coordination & Communication**

- Collaborate with ASHA, Anganwadi Worker, MPW
- Report daily activities to PHC
- Maintain communication diary / activity log
- Participate in team meetings and VHND review

PEDIATRIC NURSING

THEORY

1. Introduction to Pediatric Nursing

- Definition and scope of pediatric nursing
- Role and responsibilities of Nursing Assistant in child care
- Rights of children and child protection
- Growth vs. development: meaning, principles

2. Growth and Development

- Normal growth milestones (0–5 years)
- Factors influencing growth and development
- Physical, emotional, cognitive development
- Assessment tools: Weight, Height, MUAC, Head Circumference
- Use of growth charts

3. Nutritional Needs of Infants and Children

- Exclusive breastfeeding (first 6 months)
- Weaning practices
- Balanced diet for toddlers and preschoolers
- Nutrition deficiency disorders:
 - PEM (Kwashiorkor, Marasmus)
 - Rickets, Anemia, Vitamin A deficiency
- IFA and Vitamin A supplementation



4. Common Childhood Illnesses

- ARI (Acute Respiratory Infection)
- Diarrhea and dehydration
- Fever, Measles, Chickenpox
- Skin infections, Ear infections
- Simple management and home remedies
- Referral system and emergency signs

5. Neonatal Care (0-28 days)

- Immediate newborn care (clean cord care, warmth, breastfeeding)
- Newborn danger signs (fast breathing, poor sucking, fever, cold extremities)
- Low birth weight and preterm baby care
- Kangaroo mother care (KMC)
- Immunization at birth (BCG, OPV-0, Hepatitis B)

6. Immunization

- National Immunization Schedule
- Route, dose, site of each vaccine
- Maintenance of cold chain
- Monitoring adverse events following immunization (AEFI)
- Updating child immunization cards

7. Child Health & National Health Programs

- Integrated Child Development Services (ICDS)
- Rashtriya Bal Swasthya Karyakram (RBSK)
- Mid-Day Meal Scheme
- National Deworming Days
- Vitamin A Campaign

8. Common Pediatric Emergencies

- Febrile seizures
- Severe dehydration
- Choking and foreign body
- Burns and injuries
- First aid and when to refer

9. Health Education & Counseling

- Hygiene and sanitation for children



- Safe feeding and food handling
- Diarrhea prevention (handwashing, clean water)
- Parental guidance on home care

PRACTICAL

➤ **Growth Monitoring**

- Measure and record:
 - Weight
 - Height/Length
 - Mid Upper Arm Circumference (MUAC)
 - Head and chest circumference (if <1 year)
- Plot findings on WHO growth chart
- Interpret malnutrition grades
- Educate parents about healthy child development

➤ **Nutritional Assessment & Feeding**

- Observe breastfeeding technique and positioning
- Assist in weaning and complementary feeding
- Provide nutritional counseling to mothers
- Demonstrate preparation of age-appropriate weaning food
- Identify signs of nutritional deficiency (e.g. anemia, PEM)

➤ **Immunization Support**

- Assist in routine immunization sessions at VHND/sub-centers
- Identify child from immunization register
- Prepare vaccine dose and site
- Maintain cold chain and record AEFI if any
- Fill immunization card and educate mother on schedule

➤ **Newborn & Infant Care**

- Assist in newborn bathing, cord care, thermal protection
- Educate on exclusive breastfeeding
- Identify newborn danger signs (e.g. lethargy, poor feeding, fever, fast breathing)
- Support Kangaroo Mother Care (KMC) in low birth weight babies
- Perform basic assessments under supervision (skin color, cry, breathing, reflex)

➤ **Management of Common Childhood Illnesses**

- Identify and assist in managing:



- Diarrhea (prepare and administer ORS)
- ARI (monitor RR, chest in-drawing)
- Fever and skin infections
- Minor wounds and injuries (cleaning, dressing)
- Refer cases with red flag signs (convulsions, severe dehydration, unconsciousness)

➤ **Pediatric First Aid & Safety**

- Apply basic first aid in:
 - Choking
 - Burns
 - Febrile seizures
 - Cuts and insect bites
- Educate family on child safety measures at home

➤ **Health Education Activities**

- Conduct health talks with mothers in:
 - Breastfeeding & weaning
 - Immunization importance
 - Hand hygiene and personal cleanliness
 - Diarrhea prevention
 - Indoor air pollution & ARI
- Use posters, flipcharts, and visual aids

➤ **Home Visits and Follow-up**

- Conduct home visits for:
 - Postnatal child monitoring
 - Immunization follow-up
 - Malnutrition cases
 - Non-immunized dropouts
- Maintain visit report and feedback form

MIDWIFERY

THEORY

1. Introduction to Midwifery

- Definition, goals & scope of midwifery
- History of midwifery & maternal care in India
- Role of Nursing Assistant in midwifery



- Legal and ethical aspects of midwifery practice

2. Anatomy & Physiology in Obstetrics

- Female reproductive system (internal & external)
- Menstrual cycle and ovulation
- Changes during pregnancy
- Fetal development stages
- Placenta – structure and functions
- Pelvis – types and obstetric importance

3. Antenatal Care (ANC)

- Aims and objectives of antenatal care
- Assessment and registration of pregnant women
- Routine investigations & examinations
- Immunizations (TT, Iron, Folic Acid)
- Danger signs during pregnancy
- Minor discomforts and management
- Nutrition in pregnancy
- Birth preparedness and complication readiness

4. Intranatal Care (Labour & Delivery)

- Signs and stages of labour
- Conducting normal delivery
- Use of partograph
- Preparation and sterilization of delivery tray
- Aseptic techniques in labour room
- Active management of third stage of labour (AMTSL)
- Immediate care of mother and newborn
- Management of common complications during labour

5. Postnatal Care (PNC)

- Care of mother during postpartum period
- Postnatal assessment
- Breastfeeding – initiation, technique, benefits
- Postnatal exercises
- Nutrition and hygiene
- Identification and referral for postpartum complications
- Immunization schedule



6. Newborn Care

- Resuscitation of newborn (basic steps)
- APGAR scoring
- Thermal protection (Kangaroo care)
- Breastfeeding support
- Common neonatal problems and management
- Low birth weight (LBW) and preterm care
- Identification of danger signs in neonates

7. High-Risk Pregnancy & Obstetric Emergencies

- PIH, eclampsia
- Anaemia in pregnancy
- Antepartum haemorrhage (APH)
- PPH – prevention and first aid
- Prolonged/obstructed labour
- Malpresentation
- Retained placenta
- Sepsis and shock

8. Family Welfare & Reproductive Health

- Family planning methods (temporary & permanent)
- Counselling techniques
- Emergency contraception
- Adolescent reproductive health
- Role of Nursing Assistant in national family welfare programs

9. Midwifery Procedures (Practical Skills)

- Handwashing and gloving
- Abdominal palpation & fetal heart sound auscultation
- Antenatal check-up & record maintenance
- Urine testing for sugar and albumin
- Hemoglobin estimation
- Preparation & assistance in normal delivery
- Newborn resuscitation
- Postnatal assessment
- Breastfeeding assistance
- Record keeping and reporting



10. Community-Based Midwifery Services

- Identifying high-risk mothers in community
- Conducting home deliveries (Skilled Birth Attendant role)
- Referral and transport arrangement
- Role of Nursing Assistant in VHND, sub-centre, PHC
- Health education in maternal and child care

PRACTICAL

➤ Antenatal Care (ANC) Practical Skills

1. Registration of antenatal mothers
2. Calculation of EDD using LMP
3. Handwashing and use of gloves
4. Taking antenatal history and physical examination
5. Measurement of:
 - Height and weight
 - Blood pressure
 - Fundal height
6. Abdominal palpation (Leopold's maneuvers)
7. Auscultation of fetal heart sound (FHS)
8. Testing of urine for:
 - Albumin
 - Sugar
9. Hemoglobin estimation
10. Iron & Folic Acid (IFA) supplementation
11. Tetanus toxoid (TT) immunization
12. Identification of danger signs in pregnancy
13. Health education on diet, rest, hygiene, and ANC visits
14. Maintaining ANC register and records

➤ Intranatal Care (Labour Room Skills)

1. Preparation of delivery tray/set
2. Preparing mother for delivery (positioning, hygiene)
3. Monitoring labour using **Partograph**
4. Conducting normal vaginal delivery under supervision
5. Active Management of Third Stage of Labour (AMTSL)
6. Cord clamping and cutting
7. Delivery of placenta and checking its completeness
8. Ensuring uterine contraction after delivery
9. Immediate newborn care:
 - Cleaning the airway



- APGAR scoring
- Thermal protection (wrapping)
- 10. Assisting in episiotomy and suturing (if applicable)
- 11. Recording vital signs of mother and baby
- 12. Proper disposal of biomedical waste
- 13. Maintenance of labour room records

➤ **Postnatal Care (PNC) Practical Skills**

1. Postnatal assessment of mother (vitals, involution)
2. Breast examination and management of breastfeeding issues
3. Support and guidance on exclusive breastfeeding
4. Perineal care and hygiene
5. Educating mother on postnatal exercises
6. Identification of postnatal complications (bleeding, fever)
7. Immunization of newborn (BCG, OPV, Hep-B)
8. Counseling on family planning methods
9. Health education for mother and family
10. Maintaining PNC records and home visit reports

➤ **Newborn Care Practical Skills**

1. Newborn assessment (weight, length, head circumference)
2. Skin-to-skin contact (Kangaroo Mother Care)
3. Early initiation of breastfeeding
4. Care of cord stump
5. Care of low birth weight and preterm babies
6. Identification of danger signs (jaundice, respiratory distress)
7. Newborn resuscitation using bag and mask (under supervision)
8. Temperature regulation and bathing techniques
9. Keeping newborn warm (room setup)
10. Maintaining newborn care records

➤ **Family Welfare & Reproductive Health**

1. Counseling on family planning methods
2. Demonstration of contraceptive use (models only)
3. Referral for sterilization or IUD insertion
4. Maintenance of eligible couple register
5. Providing emergency contraception (under guidance)
6. Community health education on spacing and limiting methods



➤ **Community-Based Midwifery Practice**

1. Conducting home visits for antenatal and postnatal care
2. Identifying high-risk mothers and referring
3. Assisting in home deliveries (if applicable)
4. Educating families on maternal & child care
5. Organizing and participating in **Village Health & Nutrition Day (VHND)**
6. Mobilizing women for antenatal check-ups
7. Coordinating with ASHA, AWW, and health staff
8. Reporting and record keeping at Sub-centre

PHARMACOLOGY & MICROBIOLOGY

THEORY

PHARMACOLOGY SYLLABUS

1. Introduction to Pharmacology

- Definition and scope of pharmacology
- Classification of drugs
- Sources of drugs
- Forms of drugs (solid, liquid, semisolid, gaseous)
- Routes of drug administration (oral, IM, IV, SC, etc.)
- Dosage forms and calculations
- Factors affecting drug action
- Adverse drug reactions and side effects
- Drug interactions
- Storage and handling of medicines

2. Commonly Used Drugs in Nursing Practice

- Antipyretics, analgesics
- Antibiotics and antifungals
- Antiseptics and disinfectants
- Antiemetics and antidiarrheals
- Antacids and laxatives
- Antihypertensives
- Antidiabetics
- Iron, calcium, and vitamin supplements
- Oxytocics and uterotonics (used in labour)



- Emergency drugs (e.g., adrenaline, atropine)

3. Drug Administration Techniques

- Oral medication
- Topical application (creams, ointments)
- Inhalation therapy
- Injections: IM, SC, IV
- Instillation (eye, ear, nasal drops)
- Suppositories and enemas
- Care before and after drug administration
- Precautions and rights of drug administration
 - Right patient, dose, route, time, drug, documentation

4. Role of Nursing Assistant in Pharmacology

- Drug compliance and patient education
- Storage of drugs at sub-centre level
- Safe handling and disposal of expired drugs
- Reporting adverse drug reactions
- Maintaining drug stock and records

MICROBIOLOGY SYLLABUS

1. Introduction to Microbiology

- Definition and importance
- History of microbiology
- Classification of microorganisms:
 - Bacteria
 - Viruses
 - Fungi
 - Parasites
- Difference between pathogenic and non-pathogenic organisms

2. Common Microorganisms and Diseases

- Bacterial infections: Tuberculosis, Typhoid, Cholera
- Viral infections: Hepatitis, HIV/AIDS, Measles
- Fungal infections: Ringworm, Candidiasis
- Parasitic infections: Malaria, Worm infestations
- Modes of transmission: direct, indirect, vector-borne
- Carriers and reservoirs



3. Immunity and Immunization

- Types of immunity: natural, acquired, active, passive
- Antigens and antibodies
- Principles of immunization
- National Immunization Schedule
- Cold chain and vaccine storage
- Role of Nursing Assistant in immunization
- Handling of vaccines and maintaining immunization records

4. Infection Control and Prevention

- Hand hygiene and surgical asepsis
- Use of PPE (gloves, masks, gowns)
- Disinfection and sterilization techniques
- Waste segregation and disposal (color coding)
- Control of hospital-acquired infections (HAIs)
- Isolation precautions
- Role of Nursing Assistant in infection prevention at sub-centre and community

PRACTICAL

PHARMACOLOGY - PRACTICAL SYLLABUS

➤ Drug Handling & Preparation

1. Identifying common drugs by name, category, and use
2. Calculating correct dosage (basic math skills)
3. Reading and interpreting prescriptions
4. Checking expiry date and storage conditions
5. Organizing drugs in medicine tray or kit
6. Labelling and storing drugs properly (cool/dry storage)
7. Checking for drug discoloration or spoilage
8. Maintaining drug stock register at sub-centre
9. Identifying and segregating expired drugs for disposal

➤ Drug Administration Techniques

1. **Oral medication administration** – tablets, syrups, drops
2. **Topical application** – ointments, creams, powders
3. **Injection techniques** (*under supervision*):
 - Intramuscular (IM)
 - Subcutaneous (SC)
 - Intradermal (ID)



4. **Instillation techniques** – eye, ear, nasal drops
5. **Suppository insertion and enema administration**
6. Use of sterile syringe and ampoule opening
7. Pre- and post-drug administration precautions
8. Observing and reporting side effects
9. Educating patient/family on drug compliance

➤ **Emergency Drug Use (Demo-Based)**

1. Identifying emergency drugs (e.g., adrenaline, atropine)
2. Assembling emergency drug tray
3. Role in preparation and assistance in emergencies
4. Maintenance of emergency drug register

➤ **Patient Education & Record Keeping**

1. Educating patient on dosage, schedule, and side effects
2. Counseling on Iron, Calcium, Vitamin supplements during pregnancy
3. Maintaining **medication chart**
4. Reporting **adverse drug reactions (ADR)**
5. Filling **drug administration records/logbook**

MICROBIOLOGY – PRACTICAL SYLLABUS

➤ **Hand Hygiene & Infection Control**

1. **Handwashing technique (6 steps)** – WHO protocol
2. **Surgical hand scrub** (demonstration-based)
3. **Use of PPE** – gloves, mask, apron/gown
4. Cleaning and disinfection of instruments
5. Sterilization methods (boiling, autoclave, dry heat)
6. Disinfection of surfaces (e.g., delivery bed, thermometer)
7. Cleaning of thermometer after use (soap/alcohol)
8. Handling and safe disposal of soiled linen
9. Decontamination of spills (blood/body fluids)

➤ **Biomedical Waste Management**

1. Waste segregation using color-coded bins
2. Sharp disposal – handling used needles/syringes
3. Preparation of 0.5% chlorine solution for disinfection
4. Use of puncture-proof containers for sharps



5. Transporting and disposing biomedical waste safely

➤ **Cold Chain & Immunization Practice**

1. Handling and storing vaccines in **cold box/ice-lined refrigerator**
2. Use of **Vaccine Carrier** during outreach
3. Vaccine reconstitution under aseptic precautions
4. Checking **Vaccine Vial Monitor (VVM)**
5. Administering vaccines using proper technique (e.g., BCG, OPV, DPT)
6. Safe handling of auto-disable syringes
7. Documentation in **immunization register**
8. Identification and reporting of **Adverse Events Following Immunization (AEFI)**

➤ **Observation of Microorganisms (Lab or Visual Aids)**

1. Viewing prepared slides of bacteria, viruses, fungi
2. Demonstration of bacterial culture plates
3. Identifying microbial growth in contaminated instruments

SEMESTER – IV

PAPER CODE	SUBJECT NAME	THEORY HOURS	PRACTICAL HOURS	THEORY MARKS	PRACTICAL MARKS
NA401	OBSTETRICS & GYNECOLOGY	45 Min	1 Hrs.	50	50
NA402	NURSING MANAGEMENT	45 Min	1 Hrs.	50	50
NA403	NURSING SOCIAL & PREVENTIVE MEDICINE	45 Min	1 Hrs.	50	50
NA404	HEALTH MANAGEMENT	45 Min	1 Hrs.	50	50

OBSTETRICS & GYNECOLOGY

THEORY

1. Introduction to Obstetrics & Gynecology

- Definition, scope & importance



- Historical background
- Role of Nursing Assistant in maternal and women's health
- Ethical and legal responsibilities in obstetrics care
- Differences between obstetrics and gynecology

OBSTETRICS (Maternal Health)

2. Anatomy & Physiology Related to Reproduction

- Female reproductive organs (internal and external)
- Menstrual cycle and hormonal regulation
- Ovulation and fertilization
- Embryo and fetal development (stages of pregnancy)
- Placenta – structure, functions, abnormalities
- Amniotic fluid – importance and changes
- Pelvis – types, obstetric importance
- Changes in maternal systems during pregnancy

3. Antenatal Care (ANC)

- Objectives and importance of antenatal care
- Registration and antenatal history taking
- Routine ANC checkups and assessments
- Abdominal examination techniques
- Laboratory investigations (Hb, urine, blood group, etc.)
- Identification of high-risk pregnancies
- Immunization during pregnancy (TT, IFA)
- Common discomforts and their management
- Nutrition and rest during pregnancy
- Health education for pregnant women

4. Intranatal Care (Labour & Delivery)

- Signs and stages of labour
- Monitoring of labour using Partograph
- Conducting normal vaginal delivery
- Use of aseptic technique and delivery kits
- Active Management of Third Stage of Labour (AMTSL)
- Management of the placenta
- Episiotomy – indications, care
- Immediate care of newborn and mother
- Management of minor intranatal complications
- Assisting in referral of complicated deliveries



5. Postnatal Care (PNC)

- Care of mother after delivery
- Monitoring involution of uterus, lochia
- Breast care and lactation management
- Nutrition and hygiene in postnatal period
- Minor discomforts and their management
- Postnatal exercises and counseling
- Identification of postpartum complications
- Education on family planning and contraception
- Record keeping and follow-up visits

6. Care of Newborn

- Immediate care and assessment (APGAR score)
- Thermoregulation and kangaroo care
- Breastfeeding initiation and positioning
- Immunization (birth doses)
- Low birth weight and preterm baby care
- Common neonatal problems and early identification
- Resuscitation of newborn (under supervision)
- Education to mother and family

GYNECOLOGY (Women's Reproductive Health)

7. Common Gynecological Disorders

- Menstrual disorders (amenorrhea, dysmenorrhea, menorrhagia)
- Infections of reproductive tract (RTIs, STIs)
- Leucorrhoea and vaginal discharge
- Pelvic inflammatory disease (PID)
- Uterine fibroids and ovarian cysts (basic awareness)
- Infertility – causes and counseling
- Prolapse of uterus
- Menopause and postmenopausal care
- Cancer awareness – breast and cervical cancer

8. Family Planning & Reproductive Health

- Importance and objectives of family planning
- Temporary methods: condom, oral pills, IUCD
- Permanent methods: tubectomy, vasectomy
- Emergency contraception
- Adolescent reproductive and sexual health



- Role of Nursing Assistant in family welfare services
- Counseling techniques for eligible couples
- Maintenance of eligible couple register

PRACTICAL

OBSTETRICS (Midwifery Skills)

➤ Antenatal Care (ANC)

1. Handwashing and infection control before examination
2. History taking and antenatal case recording
3. Abdominal examination (Leopold's maneuvers)
4. Estimation of gestational age & calculation of EDD
5. Auscultation of fetal heart sounds (FHS)
6. Blood pressure measurement
7. Weight and height recording
8. Fundal height measurement
9. Urine testing for sugar and albumin
10. Hemoglobin estimation
11. IFA and calcium tablet administration
12. TT immunization (under supervision)
13. Identification and referral of high-risk pregnancies
14. Counseling for birth preparedness
15. Health education on danger signs, diet, rest, hygiene

➤ Intranatal Care (Labour & Delivery)

1. Preparation of delivery tray and labour room
2. Use of partograph to monitor labour
3. Conducting normal delivery (minimum 10 under supervision)
4. Safe cord clamping and cutting
5. Immediate newborn care (drying, wrapping, eye care)
6. Active Management of Third Stage of Labour (AMTSL)
7. Delivery of placenta and checking completeness
8. Monitoring of vital signs during labour
9. Episiotomy care (if performed)
10. Maintaining aseptic technique throughout delivery
11. Assisting in referral during obstetric emergencies
12. Documentation of delivery records

➤ Postnatal Care (PNC)

1. Monitoring vital signs of the mother



2. Observation of lochia and uterine involution
3. Breast examination and lactation support
4. Assisting mother in breastfeeding techniques
5. Postnatal exercises and hygiene care
6. Identification of postpartum complications (PPH, infection)
7. Counseling for contraception and nutrition
8. Newborn immunization at birth (e.g., BCG, OPV, Hep-B)
9. Maintaining postnatal care records

➤ **Care of Newborn**

1. Assessment of newborn (APGAR score)
2. Measurement of weight, length, head circumference
3. Thermal protection – wrapping, room temperature
4. Initiation of breastfeeding within 1 hour
5. Cord care using sterile technique
6. Eye care using sterile gauze
7. Bathing and clothing the newborn
8. Kangaroo mother care (for LBW babies)
9. Identifying danger signs in newborns
10. Assisting in newborn resuscitation (under supervision)

GYNECOLOGY (Women's Reproductive Health)

➤ **Gynecological Procedures & Observations**

1. Assisting in per speculum and per vaginal examinations
2. Observation of menstrual disorders and care planning
3. Identification and care of vaginal infections (e.g., leucorrhoea)
4. Observation of gynecological surgeries (e.g., hysterectomy – if posted)
5. Care and support for menopausal women
6. Breast examination (demo on models) and health education
7. Referring suspected cases of cervical and breast cancer
8. Health teaching on menstrual hygiene

➤ **Family Planning Services**

1. Counseling on spacing and permanent methods
2. Educating couples on condom and oral pills (demo using models)
3. Assisting in IUCD insertion (observation)
4. Identifying eligible couples and maintaining register
5. Postpartum family planning counseling
6. Assisting in NSV or tubectomy camps (if posted)



NURSING MANAGEMENT

THEORY

1. Introduction to Nursing Management

- Definition, concept, and importance of nursing management
- Principles of management and supervision
- Objectives and scope of Nursing Assistant in nursing administration
- Role and responsibilities of Nursing Assistant in sub-centre and community
- Code of ethics and professional conduct

2. Planning and Organization

- Planning daily, weekly, monthly work at sub-centre
- Time management and prioritization of work
- Organization of health services at:
 - Sub-centre
 - PHC/CHC level
 - Community outreach programs
- Planning and organizing:
 - Village Health and Nutrition Days (VHND)
 - Immunization sessions
 - Health education activities
 - Outreach camps and home visits

3. Supervision and Leadership

- Difference between supervision and leadership
- Qualities of an effective supervisor
- Methods and techniques of supervision
- Supervising ASHA and Anganwadi Workers
- Coordinating with MPW(M)/LHV/Health Supervisor
- Supportive supervision and team management

4. Communication and Interpersonal Skills

- Types of communication – verbal, non-verbal, written
- Barriers to communication and how to overcome them
- Counseling skills
- Health education communication – IEC materials



- Conducting group discussions and health talks
- Community mobilization techniques

5. Record Keeping and Reporting

- Importance and principles of record maintenance
- Types of records and reports maintained at sub-centre:
 - Eligible couple register
 - Immunization register
 - Maternal and child health registers
 - Drug and supply register
 - Birth and death registers
- Writing reports (monthly/annual/submitted to PHC)
- Submission timelines and follow-up

6. Logistics and Supply Management

- Estimating requirements of drugs and equipment
- Safe storage and inventory management
- Drug stock maintenance
- Vaccine and cold chain management
- Requisition and indents for supplies
- Preventing drug wastage and expiration
- Maintaining sub-centre stock register

7. Sub-Centre Management

- Sub-centre layout and infrastructure
- Daily management of services – ANC, PNC, immunization
- Equipment maintenance and cleanliness
- Waste disposal and infection control
- Display of IEC materials and registers
- Coordination with VHSC (Village Health Sanitation Committee)
- Emergency preparedness and referral services

8. Budgeting and Financial Management (Basics)

- Basic understanding of untied funds
- Budget planning for sub-centre activities
- Utilization and maintenance of fund records
- Submitting utilization certificates
- Ensuring transparency and accountability



9. Monitoring & Evaluation

- Performance monitoring indicators
- Quality assurance in service delivery
- Self-assessment and peer evaluation
- Role in national health programs (NHM)
- Feedback collection from beneficiaries

PRACTICAL

I. Planning & Organizing Health Services

1. Prepare daily/weekly/monthly work plans at sub-centre
2. Organize and conduct **Village Health and Nutrition Day (VHND)**
3. Assist in organizing:
 - Immunization sessions
 - Antenatal and postnatal check-up days
 - School health programs
 - Outreach health camps
4. Time management for community visits, record keeping, and emergencies
5. Planning and conducting **health education sessions**

➤ Supervision and Coordination

1. Supervise and guide ASHA, AWW, and other field staff
2. Conduct joint home visits with ASHA
3. Provide supportive supervision during outreach sessions
4. Observe and assist in **team-based care** (LHV, MPW, Medical Officer)
5. Participate in **monthly sub-centre meetings** and VHSC meetings

➤ Record Keeping and Documentation

1. Maintain the following registers:
 - Eligible couple register
 - Immunization register
 - ANC/PNC registers
 - Birth and death register
 - Family planning records
 - OPD register
 - Drug and supply stock register
2. Prepare **monthly reports** and submit to PHC



3. Fill **referral slips and feedback forms**
4. Update **MCH tracking formats and registers**

➤ **Supply and Logistics Management**

1. Maintain **drug stock register**
2. Check expiry dates and condition of drugs
3. Requisition and receipt of supplies from PHC
4. Maintain cold chain (ILR, deep freezer, vaccine carrier)
5. Store vaccines and medicines correctly
6. Use color-coded bins for **biomedical waste disposal**
7. Sterilization and maintenance of equipment

➤ **Budget and Financial Management (Basic Skills)**

1. Maintain **sub-centre untied fund register**
2. Record **expenditures with receipts and bills**
3. Participate in **budget planning for VHND/IEC**
4. Prepare **utilization certificates** (UCs)
5. Keep records of cashbook and vouchers

➤ **Communication and Community Mobilization**

1. Conduct **individual and group health counseling**
2. Demonstrate use of **IEC materials** (charts, models, flashcards)
3. Mobilize community for:
 - Immunization
 - Institutional delivery
 - Family planning
 - Sanitation drives
4. Collect **feedback from beneficiaries** (verbal or written)
5. Document communication barriers and follow-up actions

NURSING SOCIAL & PREVENTIVE MEDICINE

THEORY

1. Introduction to Community Health Nursing

- Definition and concept of community health
- Objectives and principles of community health nursing
- Difference between institutional and community health nursing
- Role and responsibilities of Nursing Assistant in community health
- Ethics and professional conduct in community practice



2. Determinants of Health

- Concept of health and well-being
- Factors affecting health (biological, environmental, social, economic)
- Indicators of health (IMR, MMR, life expectancy)
- Levels of disease prevention – primary, secondary, tertiary
- Health promotion strategies

3. Environment and Health

- Safe water: sources, purification methods
- Sanitation: types of latrines, waste disposal
- Pollution: water, air, noise, and soil
- Vector control: mosquitoes, flies, rodents
- Prevention of waterborne and foodborne diseases
- Housing and health
- Environmental hygiene practices

4. Nutrition and Health

- Balanced diet: definition and components
- Nutritional needs in different age groups (children, pregnant/lactating women, elderly)
- Malnutrition: types, causes, prevention
- Nutrition-related diseases (e.g., anemia, vitamin deficiency)
- Food hygiene and safety
- Nutrition education in the community

5. Epidemiology and Communicable Diseases

- Definition and uses of epidemiology
- Mode of disease transmission
- Chain of infection
- Surveillance and outbreak investigation
- Common communicable diseases:
 - Tuberculosis
 - Malaria
 - HIV/AIDS
 - Diarrheal diseases
 - ARI (acute respiratory infections)
 - Leprosy
 - Hepatitis
- Prevention, control, and health education



6. Non-Communicable Diseases (NCDs)

- Definition and importance
- Risk factors and prevention
- Common NCDs:
 - Hypertension
 - Diabetes
 - Cancer
 - Cardiovascular diseases
- Lifestyle modification and awareness
- Role of Nursing Assistant in screening and referral

7. Immunization and Cold Chain

- National Immunization Schedule (NIS)
- Vaccine-preventable diseases
- Vaccine storage and cold chain management
- Use of Vaccine Vial Monitor (VVM)
- Adverse events following immunization (AEFI)
- Role of Nursing Assistant in immunization sessions

8. Family Health and Vital Statistics

- Family health care needs
- Family folder maintenance
- Vital events: Birth, death, marriage registration
- Uses of vital statistics in health planning
- Population explosion and its impact
- National population policy

9. National Health Programs & Policies

- Overview of National Health Mission (NHM)
- Key programs:
 - RMNCH+A
 - Janani Suraksha Yojana (JSY)
 - Mission Indradhanush
 - RCH program
 - School Health Program
 - Adolescent Health (RKSK)
- Role of Nursing Assistant in program implementation



10. Health Education and Communication

- Principles and methods of health education
- Use of IEC materials – posters, charts, models
- Interpersonal communication and group teaching
- Organizing community awareness sessions
- Counseling techniques
- Behavior change communication (BCC)

11. Home Visiting and Community Survey

- Objectives and principles of home visiting
- Tools for home visit and safety precautions
- Conducting family health survey
- Identification of high-risk families
- Referral and follow-up

12. Demography and Health Statistics

- Definition and importance of demography
- Fertility indicators: birth rate, TFR
- Mortality indicators: IMR, MMR
- Health-related statistics and their interpretation
- Census and population studies in India

PRACTICAL

➤ Community Survey & Family Care

- Conduct community mapping and family health survey
- Identification and registration of:
 - Pregnant women
 - Infants and children under 5
 - Eligible couples for family planning
- Maintain **Family folders** and update records
- Assess environmental conditions and health hazards

➤ Home Visits & Bag Technique

- Prepare and demonstrate the use of the **Nursing bag**
- Carry out home visits for:
 - Health promotion
 - Early detection of illness
 - Follow-up care



- Educate on personal hygiene, nutrition, safe water, etc.

➤ **Health Education & Communication**

- Plan and conduct:
 - **Individual health teaching**
 - **Group health teaching**
- Use of AV aids (charts, posters, models)
- Organize awareness on:
 - Sanitation
 - Communicable diseases
 - Non-communicable diseases
 - Family welfare

➤ **Nutrition Practical**

- Identify malnutrition cases in the community
- Assess nutritional status of children
- Demonstrate:
 - Preparation of low-cost nutritious meals
 - Cooking demonstrations (iron-rich/ORS preparation)
- Counsel mothers on breastfeeding, weaning, and infant feeding

➤ **Immunization & Cold Chain**

- Assist in immunization sessions at:
 - Anganwadi Centers
 - Sub-Centers
 - VHND (Village Health & Nutrition Day)
- Handle vaccines, maintain cold chain
- Observe and record:
 - Vaccination schedule (NIS)
 - Adverse Events Following Immunization (AEFI)

➤ **Environmental Health & Sanitation**

- Conduct field assessment of:
 - Water source
 - Sanitary latrines
 - Waste disposal systems
- Demonstrate:
 - Water purification techniques (boiling, chlorination)
 - Safe excreta and refuse disposal
- Participate in **Swachh Bharat** campaigns and vector control drives



➤ **Participation in National Health Programs**

- Observe and assist in:
 - Family planning camps
 - Nutrition week
 - Pulse Polio campaigns
 - Deworming and Vitamin A distribution
- Educate on:
 - JSY, JSSK, RKSK
 - National Vector Borne Disease Control Programme (NVBDCP)

➤ **School Health & Adolescent Education**

- Assist in school health check-ups
- Provide health education on:
 - Menstrual hygiene
 - Personal cleanliness
 - Nutrition and growth
- Identify common ailments and refer if necessary

➤ **Records and Reports**

- Maintain:
 - Eligible Couple Register (ECR)
 - Immunization Register
 - Family Planning Register
 - Sub-center monthly reports
- Prepare documentation for:
 - Home visits
 - Health education sessions
 - Referral cases

➤ **Coordination & Team Work**

- Work with:
 - ASHA, AWW, MPW, and PHC team
- Participate in:
 - VHND activities
 - Village Health and Sanitation Committee (VHSC) meetings
- Provide support in outreach and mobilization

HEALTH MANAGEMENT

THEORY



1. Introduction to Health Management

- Definition, concept, and principles of health management
- Importance of health management in nursing practice
- Levels of health care delivery system: Sub-center, PHC, CHC
- Role of Nursing Assistant in health system strengthening

2. Health Planning

- Objectives of health planning
- Health planning process: assessment, planning, implementation, evaluation
- National Health Policy
- Five-Year Plans and health sector reforms
- Community-based planning

3. Health Organization at Different Levels

- Structure of health services at:
 - Central level (Ministry of Health & Family Welfare)
 - State level (Directorate of Health Services)
 - District level (CMO, DMO, DHO)
 - Block and village level (PHC, CHC, SC, VHSC)
- Roles and responsibilities of:
 - ANM
 - Nursing Assistant
 - ASHA
 - Anganwadi Worker (AWW)
 - Multipurpose Health Worker (MPHW)

4. Supervision and Monitoring

- Definition and objectives of supervision
- Principles and techniques of effective supervision
- Supportive supervision vs inspection
- Role of Nursing Assistant in monitoring and reporting
- Use of monitoring tools: checklists, feedback mechanisms

5. Management of Health Services

- Time management and resource planning
- Organizing and conducting health activities (immunization, camps)
- Delegation and coordination
- Staff management and motivation
- Handling patient flow and outpatient management at sub-center level



6. Logistics and Supply Chain Management

- Principles of inventory control
- Drug and equipment management at sub-center level
- Maintaining stock registers
- First Expiry First Out (FEFO) concept
- Vaccine and cold chain management basics

7. Records and Reports

- Importance of records in health care
- Types of records maintained at SC/PHC
- Accurate and timely reporting: daily, monthly, annual
- Health Management Information System (HMIS)
- Digital health records and e-reporting systems (where applicable)

8. Financial Management at Sub-Center Level

- Understanding untied funds at sub-center
- Budget planning and utilization
- Accounting and documentation of expenses
- Basic book-keeping practices for Nursing Assistant s
- Guidelines for fund utilization and audit

9. Community Participation in Health Management

- Community involvement in planning and monitoring
- Role of Village Health Sanitation & Nutrition Committees (VHSNCs)
- Participation in Gram Panchayat meetings
- Intersectoral coordination: health, education, sanitation, nutrition

10. National Health Programs and Nursing Assistant's Role

- Overview of key programs:
 - RMNCH+A (Reproductive, Maternal, Newborn, Child & Adolescent Health)
 - Janani Suraksha Yojana (JSY), Janani Shishu Suraksha Karyakram (JSSK)
 - Mission Indradhanush
 - National Disease Control Programs
- Nursing Assistant 's role in implementation, coordination, and reporting

11. Legal and Ethical Aspects

- Legal responsibilities of Nursing Assistant in management
- Documentation and reporting of:



- Maternal deaths
 - Infant deaths
 - Notifiable diseases
- Ethical principles in administration
- Confidentiality and informed consent

PRACTICAL

➤ **Observation & Participation in Health Facility Administration**

- Visit and understand structure/function of:
 - Sub-Center (SC)
 - Primary Health Center (PHC)
 - Community Health Center (CHC)
- Observe:
 - Role of health supervisor, Nursing Assistant, LHV
 - Referral system and service delivery chain

➤ **Planning & Organization of Health Services**

- Assist in planning:
 - Health education sessions
 - Immunization days
 - Outreach services
- Help organize:
 - Village Health and Nutrition Days (VHND)
 - Health awareness campaigns
- Maintain an **activity calendar** for outreach services

➤ **Inventory & Supplies Management**

- Maintain records of:
 - Essential medicines
 - Vaccines and cold chain equipment
 - Instruments and disposables
- Check and verify:
 - Stock registers
 - Indents and issue records
 - Storage practices (FEFO/LIFO)
- Help in **stock verification** and record updating

➤ **Supervision & Monitoring**

- Prepare:



- Daily duty roster for sub-center
 - Supervision checklist for home visits
- Assist in:
 - Supportive supervision of ASHA & AWW
 - Feedback recording and reporting
- Observe **monitoring formats** used at PHC/CHC levels

➤ **Record Keeping & Report Writing**

- Prepare and maintain:
 - OPD register
 - Antenatal and immunization registers
 - Family planning registers
 - Monthly sub-center performance report
- Learn submission protocols to PHC and CHC

➤ **Community Participation & Intersectoral Coordination**

- Attend:
 - Village Health Sanitation and Nutrition Committee (VHSNC) meetings
 - Gram Sabha meetings
- Observe coordination with:
 - ASHA, AWW, MPW
 - Panchayati Raj institutions
- Document decisions and resolutions passed

➤ **Human Resource Coordination**

- Observe:
 - Staff duty scheduling
 - Leave management
 - Team coordination and conflict resolution
- Participate in:
 - Planning meeting with health staff
 - Orientation of new health volunteers

➤ **Legal and Ethical Responsibilities**

- Learn and observe:
 - Reporting formats for maternal & infant deaths
 - Incident/accident reporting
 - Maintenance of confidentiality and ethics in practice
- Assist in patient consent and documentation procedures



LIST OF HOLIDAYS

TOTAL DAY IN 1 YEAR	365/366
SUNDAY	52 DAYS
SUMMER VACATION	10 DAYS
WINTER VACATION	10 DAYS
GAZETTED HOLIDAYS	23 DAYS
OTHER HOLIDAYS	20 DAYS
TOTAL HOLIDAYS	115 DAYS
TOTAL WORKING DAYS	365-115=250

TOTAL HOURS

THEORY CLASS PER DAY	3 HOURS
PRACTICAL CLASS PER DAY	4 HOURS
TOTAL HOURS PER DAY	7 HOURS
TOTAL HOURS IN 1 YEAR	250*7=1750
TOTAL HOURS IN 6 MONTHS	875 HOURS



Chairman

Paramedical Education & Training Council