

SYLLABUS
of Subjects for Examination
and
RECORD of Practical
Instruction and Experience
for the Certificate of
GENERAL NURSING

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PREFACE

The Syllabus sets out in broad terms the subjects to be studied during training for Registration in the general part of the Register maintained by the General Nursing Council for England and Wales.

The concept underlying this syllabus is that of total patient care but for convenience the syllabus is divided into three main sections; nursing, the study of the individual and the nature and cause of disease together with the prevention and treatment. These three aspects of patient care should be learned concurrently throughout training. In this way the various needs of patients will be closely linked together; their needs as individuals and as patients requiring nursing and specialised care and rehabilitation in preparation for return home.

The patient in hospital cannot be considered in isolation from the community and the nurse must be aware of the services provided by local health authorities and voluntary organisations to help and safeguard individuals in their home and work. The nurse also has an important part to play as a health teacher and must have a knowledge of the factors in the environment which give rise to ill health since she will be called upon to advise patients and their relatives on how to care for themselves and their family in a way which will promote a state of physical and mental well being.

The syllabus includes a section on the elementary principles of management which will form the basis for further post-registration courses.

Learning will take place both in the teaching department and in the wards and departments of the hospital with some experience in the community services. Teaching will be by means of lectures, tutorials, group discussions and project work.

Since nursing is essentially a practical art the majority of the training period will be spent in the wards and departments of the hospital learning and practising nursing skills under the guidance of Registered Nurses. These skills and techniques are to be recorded in section 1 of the Record and the main types of conditions from which the patients are suffering are to be shown in section 2. These two sections are to be a guide to the student in planning private study and writing patient care studies. Each student nurse must be responsible for her Record which should be completed regularly in consultation with the Registered Nurses supervising and teaching in the wards and departments and will thus provide a detailed record of training.

The period of training is normally 3 years exclusive of excess sick and special leave and student nurses will be required to pass written and practical examinations prior to Registration.

SYLLABUS OF SUBJECTS FOR EXAMINATION FOR THE CERTIFICATE OF GENERAL NURSING

1. PRINCIPLES AND PRACTICE OF NURSING

Including First Aid

Introduction

- Outline of the history of nursing as a background to the present day.
- Outline of the Health Service.
- The hospital, the various departments and functions including relationship with the Local Health Services.
- Personal qualities and attitudes of the nurse.
- Standards of ethical conduct.
- Relationship between the nurse, patients and relatives.
- The place of the nurse in the hospital team, relationship with medical staff and other hospital workers.

Ward Organisation

- Plan of patients' day.
- Organisation of ward routine.
- Ventilation, heating and lighting.
- Reduction of noise.
- Cleanliness of the ward as it affects the safety and comfort of patients.
- Prevention of spread of infection.
- Care of linen; disposal of soiled and infected linen.
- Storage and custody of drugs.
- Storage and preparation of lotions and poisonous substances.
- Care and use of equipment.
- Care and storage of food.
- General care of patients and nursing procedures
- Reception and admission of patients.
- Transfer and discharge of patients.
- Recording of necessary particulars.
- Care of patients' clothing and property.

Observing and reporting on the general condition and behaviour of patients.

Responsibility for the general cleanliness and hygiene of patients.

Bed and cot making with modification of method for special conditions.

Methods of warming the bed.

Moving and lifting patients, helping patients to get in and out of bed.

Relief of pressure and prevention of skin abrasions.

Care of patients confined to bed.

Bathing and feeding of infants.

Care of ambulant patients.

Serving meals and feeding patients.

Measuring and recording fluid intake and output.

Taking and charting the temperature, pulse, respiration and blood pressure.

Recording weight and height.

Giving and receiving reports.

Observing and reporting on sputum, vomit, urine and faeces.

Disposal and/or disinfection of sputum, vomit, urine and faeces.

Care of infested patients.

Care of patients requiring isolation.

Care of incontinent patients.

Care of patients in plaster or on traction.

Care of unconscious patients.

Care of paralysed patients.

Care of the dying.

Last offices.

Care of patients before and after anaesthesia.

General pre- and post-operative nursing care.

Principles of asepsis, sterilisation and disinfection.

Aseptic technique.

Conduct of surgical dressings and other sterile procedures.

Methods of securing dressings.

Methods of disposal of soiled dressings.

Administration of oxygen and other inhalations.

Nursing of patients requiring assisted respiration.

Intravenous, subcutaneous and other parenteral infusions.

Artificial feeding.

Gastric aspiration and washout.

Preparation and administration of enemas and suppositories; passing of a fatus tube; rectal washout.

Vaginal irrigation; perineal care; insertion of pessaries.

Catheterisation, irrigation and drainage of urinary bladder.

Treatment of eye; bathing, irrigation, instillation of drops, application of ointments and dressings.

Treatment of the ear; swabbing, instillation of drops, insufflation, syringing, application of ointments and dressings.

Treatment of the mouth, nose and antra.

Uses and application of heat, cold, medicated preparations.

Care of patients with pyrexia and hypothermia.

Principles and methods of treatment by baths and sponging.

Human behaviour in relation to illness

Effects on people of coming to hospital as in-patients or out-patients.

How the emotions may affect the body.

Patients' reactions to illness.

Convalescence and rehabilitation.

The nurse-patient relationship.

Administration and storage of drugs

Dangerous Drugs Act.

Regulations under the Pharmacy and Poisons Act.

Weights and measures (Metric and Imperial System).

Rules for the storage of drugs.

Rules for and method of administration of drugs.

Tests and Investigations

Collection of specimens of sputum, vomit, urine, faeces and discharges.

Urine testing.

Preparation and care of patients and preparation of apparatus for:

(a) examination of ear, eye, nose, mouth, throat; of respiratory, alimentary, urinary and genital tracts; neurological examination; X-ray examinations.

(b) Procedures including the examination of body fluids, gastric analysis, renal and liver efficiency tests, investigation of endocrine activity; biopsies, venepuncture; lumbar puncture; cisternal puncture; bone marrow puncture; aspirating the pleural cavity and drainage of peritoneal cavity.

Operating theatre technique

Preparation of theatre and annexes.
Preparation, sterilisation, use and care of instruments and other equipment.
Positioning of patients for operation.
Observation and care of patients during anaesthesia and immediate after care.

First aid and treatment in emergencies

Aims and principles of first-aid treatment.
Improvisation of equipment.
Methods of moving and carrying injured persons.
Cardiac arrest.
Haemorrhage.
Shock.
Asphyxia.
Fractures.
Bites and stings.
Burns and scalds.
Poisoning.
Fits.
Emergencies, e.g. fire and accidents in the ward.

Preparation for management

Principles of management.
Principles of teaching.
Communications.

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II. STUDY OF THE HUMAN INDIVIDUAL

Introduction to the development of the human individual, physical and mental.

General structure of the body in relation to function; how the body works.

The skeleton and its functions. How joints and muscles function.

Exercise, fatigue, relaxation and recreation.

Need for oxygen and supply to the tissues.

Basic dietary requirements; the use of food and fluid.

The circulation of the blood; the functions of lymph and tissue fluid.

Heat regulation; clothing.

Elimination of waste products.

Reproduction.

Control of activity by the nervous system and hormones; rest and sleep.

The appreciation of environment; the senses of sight, hearing, smell, taste and touch.

How mind and personality develop.

The basis of mental health.

Family relationships and security.

Social development at school, during puberty and adolescence, at work, in courtship, marriage and parenthood.

Maturity. Re-adjustments needed in middle age and old age.

Effect of the environment on health.

Provision of a safe environment.

Community services.

Personal responsibilities for health.

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III. CONCEPTS OF THE NATURE AND CAUSE OF DISEASES AND THE PRINCIPLES OF PREVENTION AND TREATMENT

- Nature and causes of disease
- Congenital abnormalities.
- Nutritional disorders—deficiencies or excesses in the diet—failure in absorption.
- Endocrine disorders.
- Emotional stresses.
- Trauma—types of injury and processes of healing.
- Inflammation, symptoms and signs—local and general, effects and results.
- Allergy and immune response.
- Infection—types of organisms and methods of spread of infection; reaction; immunity.
- New growths; types and characteristics.
- Degeneration.
- Poisons.
- Undetermined origin.

These general headings setting out in the broadest possible lines the nature and cause of disease should be applied in the study of all types of conditions which will include general and specialised medical and surgical conditions affecting all age groups and all systems and organs in the body.

- The study of any condition from which a patient may be suffering, either of a general or specialised character should include:
 - Applied anatomy and physiology.
 - Cause.
 - Symptoms and the well-known signs.
 - Reasons for investigation.
 - Treatment.
 - Nursing care to include observations and records.
 - Normal course of the disease. Complications.
 - Social aspects and rehabilitation.

- Maintenance of health and prevention of disease
- Factors contributing to the maintenance of health including health education.
- Personnel contributing to the maintenance of health and co-operation between the staff of hospitals, family doctors and the Local Health Authority.
- The personnel concerned with physical, mental and social welfare of the community.
- Factors contributing to the breakdown in health.
- The influence of the patient's home and economic background in the prevention of disease and as an associated cause of disease.
- The Social Services.
- Treatment of disease
- Relevant items from Section I, Principles and Practice of Nursing, and the application of physiological processes included in Section II, The Study of the Human Individual, should be studied in relation to the care required in the treatment of any condition from which patients may be suffering.

Other aspects of treatment

1. Rest
 - General rest of mind and body.
 - Importance of environment and planning the patient's programme to include adequate rest.
 - Physiological rest of affected organ or area.
 - Complications associated with prolonged local or general immobilisation.
2. Dietetics
 - Normal diets.
 - Modification of normal diets in the treatment of various conditions.

commonly ordered in

- Reticulo-endothelial system.
- Respiratory system.
- Alimentary system.
- Genito-urinary system.
- Locomotor system.
- Nervous system.
- Endocrine system.
- Skin and special senses.

4. Radiotherapy
Principles of treatment by X-ray and radio-active substances.
Care and custody of radio-active substances.

5. Physiotherapy
Principles of treatment.

6. Psychiatric treatment
Principles of psychological treatment.
The promotion of a therapeutic environment.
Special treatments and drugs used in mental disorders.

7. Occupational and industrial therapy
Principles and use of occupational and industrial therapy as a means of return to health and working capacity.

GENERAL PRINCIPLES OF MEDICINE AND SURGERY and associated nursing care

Cardio-vascular and reticulo-endothelial system
Abnormalities of pulse, cardiac action and blood pressure.
Diseases affecting the heart, blood, blood vessels and blood forming organs, lymphatic vessels and nodes.

Respiratory system
Abnormalities of respiration.
Types of cough and sputum.
Diseases of the respiratory tract, lungs and pleura.

Alimentary system
Abnormalities and disorders of appetite, swallowing, digestion, absorption, metabolism, and defaecation.
Types of vomiting, diarrhoea and constipation.
Diseases of the alimentary tract and its associated organs.

Urinary system
Abnormalities of urine.
Disorders of micturition.
Diseases of the urinary tract.

Locomotor system
Abnormalities and diseases of bones, joints and muscles.

Nervous system
Disorders and diseases of the brain, spinal cord, and peripheral nerves.
Assessment of level of consciousness, sensory changes and types of paralysis.

Endocrine system
Effects of disordered function of endocrine glands.

Reproductive system

Pregnancy; principles of ante-natal care. The stages of normal labour. Post-natal care of mother and child. Family planning; Infertility.

Disorders of menstruation, pregnancy, the puerperium and the menopause.

Disorders, displacements and diseases of the male and female genital tract.

Special senses

Abnormalities and disorders of sight, hearing, smell, taste and touch.

Diseases of the eye, ear, nose, tongue and skin.

Communicable diseases

Immunity. Use of Sera and Vaccines.

Mode of spread of infection.

Specific fevers.

Veneral diseases.

Respiratory tuberculosis.

Mental disorders

Inter-relation of mental and physical processes, psychosomatic disorders; psychotic and neurotic states.

Traumatic conditions

Burns; scalds; poisoning; multiple injuries.

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The General Nursing Council for England and Wales

Record of Practical Instruction and Experience for the Certificate of General Nursing

Section 1 (pages 14 to 28)

Space is provided to record procedures and treatments observed or carried out; columns are provided for each year of training, one for observation, one for practise under supervision. When a procedure is observed the student nurse should place a ✓ in the appropriate column. When a procedure has been practised satisfactorily under supervision the student nurse should initial and the Registered Nurse who supervised, sign in the appropriate column.

Basic nursing procedures usually undertaken throughout training need not be signed for in each year but if a more specialist procedure is practised in the early part of training and again later, a second entry should be made to indicate a deeper knowledge at this later stage.

Section 2 (pages 29 to 66)

This section should provide a record of the types of cases nursed in the various wards and departments. The commoner types of conditions and operations have been listed; others may be added. The initials of the student nurse and signature of the Registered Nurse should be entered against the conditions nursed.

Section 3 (pages 68 to 69)

The clinical experience gained during training is to be verified by the training school authority.

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GUIDE TO THE TEACHING OF THE SYLLABUS OF SUBJECTS FOR EXAMINATION FOR THE CERTIFICATE OF GENERAL NURSING

The Syllabus is set out in broad terms only, since this allows for some adaptation to meet rapidly changing methods of treatment and care. The underlying principle is the concept of total patient care and this comprehensive view should be stressed throughout the training period. The greater proportion of the three years will still, at present, be spent in hospital nursing but with the gradual integration of the hospital and Local Health Authority services, the social and economic factors which may contribute to, or arise from, the patient's illness need to be increasingly emphasised. The three sections of the Syllabus should be developed side by side so that the needs of the individual, the nursing and medical care and the social aspects are correlated throughout. An understanding of inter-personal relationships and communications is essential.

A section on preparation for management has been included; this should be taught at an elementary level to form an introduction to subsequent management courses.

An increasing number of nurses seek employment abroad on completion of training and the curriculum should include reference to the international aspects of nursing and the position of the nurse working in war areas with information on the Geneva Conventions. An explanatory pamphlet is available from the Head of Medical Personnel Section, International Committee of the Red Cross, Geneva, and it is suggested that a copy should be available in the nursing library.

Amount of Teaching Time

The total amount of time allocated for study blocks or days during a three-year training should be not less than 120 days (24 weeks) and not more than 140 days (28 weeks).

The introductory course should be a minimum of 30 days (6 weeks) or a maximum of 40 days (8 weeks). This should provide a broad introduction and the opportunity to learn and practise basic nursing skills. A further period of study should be arranged at approximately the 6th month of training during which the study of the nature and causes of disease will be included. The major portion of the Syllabus should be completed by 2 years and 4 months; a maximum of 10 days study (2 weeks) may be arranged at approximately 2 years and 9 months; this period will be mainly for consolidation of learning but may include some aspects of management.