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boxes help you provide care in a manner sensitive to the beliefs and customs of a variety of diverse cultures Delegation guidelines identify your specific responsibilities in accepting commonly delegated tasks Promoting Safety and Comfort boxes detail measures and cautions for ensuring safe effective patient care Focus On boxes address the special needs of children older persons long term care residents and home care patients Charting examples demonstrate the proper methods for accurately recording patient information and data An appendix on Spanish health care terminology provides information needed to communicate effectively with Spanish speaking patients and broadens the scope of your caring abilities Chapter Review Questions assess your understanding and identify subjects requiring further study The Workbook and Competency Evaluation Review sold separately enhances your learning with engaging activities procedure checklists and a competency review with questions two practice exams plus a skills review that prepare you for certification Teamwork and Time Management boxes provide specific guidelines to help you work most efficiently Focus on Communication boxes present practical tips for communicating clearly and effectively with residents and patients Key Abbreviations in each chapter familiarize you with abbreviations common to your daily communication Focus on Ethics and Laws boxes include real life examples that help you understand the ethical and legal considerations of practice Boxes at the beginning of each chapter list procedures in the chapter and indicate which procedures are on the CD companion CD icons in the procedures indicate that the skill is included on the CD companion for instant reference 10 new chapters expand coverage of important techniques and disorders so you can provide effective care for the widest range of patients residents A CD companion makes learning critical procedures exciting with video clips animations learning exercises an audio glossary and an interactive A P program

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personal and professional responsibility rights and respect independence and social interaction delegation and teamwork and ethics and laws encouraging you to promote pride in the person family and yourself Quality of Life reminders in the procedure boxes reinforce the simple courtesies that should be afforded to all patients demonstrating how to show respect for the patient as a person NNAAP in the Procedure Title Bar alerts you to skills that are part of the National Nurse Aide Assessment Program Concise coverage of nursing assistant content that is ideal and easy to use in classes with shorter hour requirements Detailed illustrations offer step by step visual guidelines for performing key procedures NEW Focus on Surveys boxes with common survey questions emphasize the nursing assistant's role in providing safe and effective care NEW Focus on Practice boxes at the end of each chapter present short case scenarios with questions so you can consider practical applications for providing patient care NEW The Person's Rights chapter highlights the importance of understanding and protecting a patient's rights NEW Pressure Ulcers chapter familiarizes you with the risk factors of pressure ulcers and the information to identify individuals at risk NEW Laminated pocket sized reference cards include information on vital signs measurement conversions range of motion abbreviations positioning and the 24 hour clock for easy access to information critical in providing safe and effective care NEW Updated Companion CD has 28 procedures including 3 new procedures containing interactive learning exercises an updated audio glossary a new Spanish audio glossary and Body Spectrum an anatomy and physiology program providing you with additional tools for independent learning that reinforces textbook content

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