



MAHARASHTRA STATE BOARD OF NURSING AND PARAMEDICAL EDUCATION

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PRACTICAL RECORD BOOK AUXILIARY-NURSE-MIDWIFE (FHW)

AUXILIARY-NURSE-MIDWIFE/FEMALE HEALTHWORKER (2 Years)

NAME OF THE STUDENT NURSE :

NAME OF THE INSTITUTION :

DATE OF ADMISSION TO THE COURSE:

DATE OF COMPLETION OF THE COURSE:

PRACTICAL EXAMINATION RECORD

Sr. No.	Date	Year	Examination Seat No.	Sign of the Examiners
1		First Year Practical – I Community Health Nursing & Health Promotion. Practical – II Child Health Nursing <u>Area Of Exam</u> Either at Paediatric Ward or in community		1. 2.
				1. 2.
				1. 2.
2		Second Year Practical - I Midwifery Practical – II Health Centre Management <u>Area Of Exam</u> Maternity ward/RH/PHC		1. 2.
				1. 2.
				1. 2.

FIRST YEAR

	Sr. No.	Human body & Hygiene Personal hygiene	Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
I	1	Sponge bath				
	2	Back care of pressure points				
	3	Care of Nails				
	4	Mouth care				
	5	Care of Hair				
	6	Pediculosis tretment				
II		Comfort measures				
	1	Simple Bed making				
	2	Operation bed				
	3	Use of Bed blocks				
	4	Use of Heart table & Back reset				
	5	Use of bed cradle				
	6	Use of sand bags				
	7	Active / Passive exercises				
	8	Changing position of helpless patient				
	9	Body support to prevent contractures				
III		Positions				
	1	Dorsal				
	2	Fowlers				
	3	Sims				
	4	Prone				
	5	Lithotomy				
	6	Lateral				
IV		Hot & Cold Applications				
	1	Application of hot water bag				
	2	Application of ice cap				
	3	Cold or tepid sponge				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
	4	Cold Compresses				
	5	Simple fomentation				
	6	Ayush practices				
V		Inhalations				
	1	Steam inhalation				
		Oxygen inhalation				
		Nebulisation				
VI		Vital Signs				
	1	Taking Temperature & Charting				
	A	axilla				
	B	Oral				
	C	Rectal				
	D	Digital				
	2	Counting Pulse & Charting				
	A	Radial				
	B	Femoral				
	C	Jugular				
	3	Counting Respiration & Charting				
	4	Taking Blood Pressure & Charting				
VII		Infection & Immunization Collection of Specimens				
	1	Urine				
	2	Stool				
	3	Sputum				
	4	Blood				
VIII		Investigations				
	1	Urine test				
		For Albumin				
		For Sugar				
	2	Blood for Hb%				
	3	Preparation of Malaria Slide				
	4	Showing pathogens under microscope				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
	5	Cold Chain ILR				
	A	Recording Termol ILR				
	B	Deep Freezer				
	C	Ice Packs				
	D	Vaccine Carriers				
IX		Eliminations				
	1	Simple Catheterization				
	2	Simple Enema				
	3	Readymade Enema				
X		Primary Medical Care Medications				
	1	Calculations & Administration				
	2	Oral				
	3	Injections				
	A	Intradermal				
	B	Subcutaneous				
	C	Intramuscular				
	D	Assisting Intravenous infusion				
	E	Local Applications of Medications				
	F	AYUSH Medications				
	G	Installation of drops				
		Eye				
		Ear				
		Nasal				
XI		IV Fluids				
		Antibiotics				
		Cotrimaxzol (Septran)				
		Deriphylline				
		Antipyretic				
		Antihistamine				
		Anti Diarrheal				
		Anti Malarial				
		DOTS Therapy				
		ART				
		Vitamin K				
		Anti rabies				
		Anti Snake Venoms				
		Recording of Drugs				
		Observation of Drug effects				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
XII		Disinfections & Sterilization				
	1	Disinfection Use of Antiseptic				
	2	Use of Disinfectant				
	3	Lysol				
	4	Sodium Hypo chloride				
	B	Sterilization				
		Placing of Drums				
		Autoclave Procedure				
		Recording Signolock				
		OT Fumigation				
XIII		Biomedical Waste Disposal				
XI V		First Aid & Referral Emergency Care				
	1	Wound care				
	2	Splints				
	3	Slings				
	4	Bandages (All types)				
	5	Nasal pack				
	6	Application of Tourniquet				
	7	Insertion of Nasogastric Tube				
	8	Basic Life Support (BLS)				
	9	Preparation of First Aid kit				
	10	Transportation of Casualty				
XV		CHILD HEALTH NURSING				
	1	Breast feeding techniques				
	2	Assessment of Growth & Development				
	3	Assessment of Health Status of Children				
	4	Assessment of Nutritional Status				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
XVI	1	Immunization technique & precautions				
	2	Zero Polio / Oral Polio				
	3	BCG				
	4	DPT				
	5	Measles & MMR				
	6	Tetanus Toxoid				
	7	Hepatitis B				
	8	Vit A				
XVII		Nutrition				
	1	Exhibition raw food item showing balanced diet				
	2	Breast Feeding				
	3	Weaning				
		Cookery Demonstration				
	4	Soup – Veg - Non-Veg				
	5	Salad				
		Multipurpose food item				
		A- Paratha				
		B - Thalipith				
		C - Idli				
		D - Dosa				
		E – Laddu nachani Moog Haliv Jaggery & Groundnut				
	F – Puranpoli					
	G – Mix Khichadi Pulav					
	7	Sprouted Cereals				
		Mataki				
		Moog				
		Chana				
	8	Sarbat/Juice				
	9	ORS				
	10	Milk Preparation				
		Butter milk				
		Curd				
	11	Egg Preparation				
	12	Meat Preparation				
	13	Nutrition Exhibition				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
XVII		School Health Programme.				
	1	Assessment of Health Status				
	2	Referral & Follow up				
	3	Health Education				
	4	Deworming				
	5	IFA Distribution				
IXX		C.H.N. Activities				
	1	Village Mapping				
	2	Survey				
	3	Organization				
	4	Master File				
	5	Home Visiting				
	6	Bag technique				
	7	Preparation of Questionnaire / Interview				
	8	Interviewing technique at home				
	9	Assessment of Health/Nutritional status				
	10	Minor treatment at home				
	11	AYUSH Practices				
	12	Health Education				
	13	Environmental Sanitation				
	A	Disinfection of well & Tube well				
	B	Purification of Domestic Drinking water				
	C	Bio medical Waste disposal				

VISITS

FIRST YEAR

Sr. No.	place	Visited on	Sign of Supervisor
1	Water Purification plant		
2	Milk pasteurization plant		
3	ICDS/ Community Kitchen		
4	NGO, Grampanchayat,		
5	BDO/ VDO		
6	Mental Hospital/ Clinic		
7	Old age home		

COURSE OF STUDY

FIRST YEAR

Sr. No	Nursing course	Theory + Demonstration		Experience			
	Course title & description	Prescribed	Attended by the student	Prescribed Hospital	Attended by the student	Prescribed Community	Attended by the student
I	Community health nursing	180		10		120	
II	Health promotion	195		20		200	
	A. Nutrition	65					
	B. Human body & hygiene	55					
	C. Environmental sanitation	35					
	D. Mental Health	40					
III	Primary health care nursing I (prevention of diseases & restoration of health)	305		120		320	
	A. Information & Immunization	45					
	B. Communicable disease	75					
	C. Community Health problems	85					
	D. Primary Medical care	40					
	E. First aid and referral	60					
IV	Child health nursing	180		80		120	
	TOTAL HOURS ...	860		230		760	

Signature of Class Teacher
ANM 1st Year

Signature of Principal /Nursing officer

RESULT OF MAHARASHTRA STATE BOARD OF NURSING AND PARAMEDICAL EDUCATION

FIRST YEAR ANM

Sr. No	Subject	Seat No. & Month			
		Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained
1	Community Health Nursing				
2	Health Promotion				
3	Primary Health Care Nursing (Prevention of disease & restoration of Health)				
4	Child Health Nursing				
5	Practical - I				
6	Practical - II				
	TOTAL				

2nd YEAR

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
XX		MIDWIFERY				
	1	Antenatal –				
	A	Taking history & Physical examination				
	B	Taking weight				
	C	Palpation				
	D	Auscultation				
	E	Urine testing				
		Albumin /Sugar				
	F	Haemoglobin Estimation				
	G	Identification of High Risk Mothers				
	H	Diet Planning				
	I	Distribution of IFA tablets & Inj T.T				
	J	Health Education Diet/Exercises/Rest/Breast care				
	2	INTRA NATAL				
	A	Preparation of Labour				
	B	Labour room				
	C	Preparation of mother				
	D	Delivery Tray				
	E	P.V. Examination				
	F	Episiotomy				
	G	Conducting Normal Labour Using 5 'c' s				
	H	Suturing Episiotomy/Repair of tear				
	I	Precautions Administration of emergency drugs				
		- Methergine - Magnesium - Sulphate - Misoprostol - Oxytocin				
	3	POST NATAL				
	A	Postnatal Examination				
	B	Perineal care				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
	C	Breast Feeding techniques				
	D	Postnatal Exercises				
	I	IUCD Insertion				
XXI		OBSTETRICAL SURGERY (Preparation & Assisting)				
	1	Dilatation and Curettage				
	2	MTP (Medical Termination of pregnancy)				
	3	Abdominal Tubectomy				
	4	Laparoscopic Sterilization				
	5	Vasectomy				
	6	LSCS delivery				
	7	Manual removal of placenta				
XXII		NEW BORN CARE				
	1	New-born Resuscitation				
	2	New-born assessment				
	3	Suctioning				
	4	APGAR Score				
	5	Eye Care				
	6	Cord Care				
	7	Checking Congenital abnormalities				
	8	Kangaroo Mother Care				
	9	Temperature Maintenance				
	10	Birth weight				
	11	Breast feeding				
	12	Burping				
	13	Zero Polio Vaccine				
	14	AYUSH practices				
XXIII		IDENTIFICATION OF HIGH RISK BABIES CARE OF				
	1	LBW / Preterm				
	2	Asphyxia				

	Sr. No.		Date of Demonstration	Sign of Nursing Teacher	Date of Redemonstration	Sign of Nursing Teacher
	3	Convulsion				
	4	Vomiting				
	5	Thrush				
	6	Cord sepsis				
	7	Diarrhoea				
	8	Referral				
XXIV		HEALTH CENTER MANAGEMENT				
	1	Participation in sub – centre management				
	2	Organizing various clinics				
	3	Indenting				
	4	Maintaining stock books				
	5	Storage of drugs				
	6	MIE System				
	7	Vital statistics				
	8	Family folders				
	9	Eligible Couple registers				
	10	Records and reports at sub centre				
	11	Home visits records				
	12	Inventories				
	13	Dead stock				
	14	Linen				
	15	Medical appliances				
	16	Instruments				
	17	Miscellaneous				
	18	Specific Surveys				

VISITS

Sr. No.	Place	Visited On	Sign of Supervisor
1	Waste and Sewage Disposal Plant and Sanitary Latrine		
2	Sterilization department of Hospital		
3	Isolation Unit / Infectious diseases Hospital		
4	Rehabilitation centre		

COURSE OF STUDY

SECOND YEAR

Sr. No.	Nursing course Course title & description	Theory + Demonstration		Experience			
		Prescribed	Attended by students	Prescribed Hospital	Attended by the students	Prescribed Community	Attended by students
1	Midwifery	360		320		240	
2	Health Centre Management	75				60	
	TOTAL HOURS	435		320		300	

Signature of Class Teacher
ANM 2nd Year

Signature of Principal /
Nursing officer

INTERSHIP AND MONTHS

Sr. No.	Title	Posting Place	Total Weeks	From	To	Sign. of Supervisor
1	Hospital Experience					
2	Primary Health Centre					
3	Sub centre posting					
4	Preparatory Leave & Exam					
5	Vacation					

Signature of Class Teacher

Signature of Principal /
Nursing officer

I) Co-curricular Activities

Sr. No.	Activities		FIRST YEAR	SECOND YEAR
1	Recreational Activities	1		
		2		
2	Games - Indoor	1		
		2		
	- Outdoor	1		
		2		
3	Competitions	1		
		2		
4	Professional Activities	1		
		2		

II) COMMUNITY EMERGENCIES (Floods, Explosion, Wars, Earthquake, Fire, Accidents)

Sr. No.	Date	Place	Type of Emergencies	Sign. of supervisor
1				
2				

III) CLINIC ATTENDED

Sr. No.	Date	Name of the Clinic	Place	Sign. of Supervisor
1				
2				
3				

IV) PARTICIPATION IN NATIONAL HEALTH PROGRAMM & FAMILY WEFARE PROGRAMM

Sr. N O.	Date	Name of the National Health Program	Sing. of Supervisor
1			
2			
3			
4			

RESULTS OF MAHARASHTRA STATE BOARD OF NURSING AND PARAMEDICAL EDUCATION

Sr. No.	Subject	SEAT NO.		MONTH	
		Mark Obtained	Mark Obtained	Mark Obtained	Mark Obtained
1	Midwifery				
2	Health Centre Management				
3	Practical - I				
4	Practical - II				

NAME OF THE STUDENT NURSE:

NAME OF THE INSTITUTION:

DATE OF ADMISSION TO COURSE:

DATE OF COMPLETION:

Signature of the teacher
With official Stamp

Signature of Principal Nursing Officer
with official Stamp

SUGGESTION REGARDING THE USE OF RECORD OF PRACTICAL WORK

The purpose of maintaining a record of practical work is to ensure that the student nurse has been instructed in the various types of nursing procedures and to record whether or not she has performed the procedure to the satisfaction of sister tutor. This record provides useful information to the appointing authorities regarding the practical experience during training of the individual nurse.

In the record sheet the procedures are placed in the different period of training. This has been done for guidance as adjustment will be necessary in any individual school blank space has been left for entry of working in special wards or of procedures not particular shown in the sheet.

The student nurse herself should be responsible for getting the sheet filled in and should realise that it is part of her training to seek opportunities for new experience and practice.

Scrutiny of the record sheet by the examiners in the State Examinations and at least a question or two on the procedure for which student is signed up will emphasize the importance of a true record which can also be a teaching guide.

INSTRUCTION FOR MARKING THE COLUMNS

The date should be entered in the appropriate columns whether it is demonstration or Return demonstration in the class room as well as in the ward the Clinical Instructor/ Sister tutor will enter the date of the procedure performed.