



FTA

Medical Laboratory

NTQF Level III

Learning guide #17

Unit of Competence:- Providing First Aid and Emergency Response

Module Title: Providing First Aid and Emergency Response

LG Code:-HLT MLT3 M03 LO5-LG11

TTLM Code:- HLT MLT3 TTLM 0919 v1

LO 5: Refer client requiring further care

Instruction Sheet	Learning Guide #11	
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This learning guide is developed to provide you the necessary information regarding the following **content coverage and topics** –

Refer client requiring further care

- Client history recording
- Documentation of referral procedure
- providing information during referral
- Maintain client care during referral
- maintaining client confidentiality at all time

This guide will also assist you to attain the learning outcome stated in the cover page. Specifically, upon completion of this Learning Guide, you **will be able to** –

- documente Relevant client history according to Health post standard guidelines.
- Ensured Documentation for referral procedures
- conveye Appropriate information to individuals involved in referral facilitate understanding and optimal care.
- Maintain client care until responsibility is taken over by staff of the receiving health institutions during referral.

Client confidentiality is maintained at all times and levels

Learning Instructions:

1. Read the specific objectives of this Learning Guide.
2. Follow the instructions described in number **3 to 16**.
3. Read the information written in the “Information Sheets 1”. Try to understand what are being discussed. Ask your trainer for assistance if you have hard time understanding them.
4. Accomplish the “Self-check 1” **in page 8**.
5. Ask from your trainer the key to correction (key answers) or you can request your trainer to correct your work. (You are to get the key answer only after you finished answering the Self-check 1).
6. If you earned a satisfactory evaluation proceed to “Information Sheet 2”. However, if your rating is unsatisfactory, see your trainer for further instructions or go back to Information sheet 1.
7. Submit your accomplished Self-check. This will form part of your training portfolio.
8. Read the information written in the “Information Sheet 2”. Try to understand what are being discussed. Ask your trainer for assistance if you have hard time understanding them.
9. Accomplish the “Self-check 2” **in page 16**.

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10. Ask from your trainer the key to correction (key answers) or you can request your trainer to correct your work. (You are to get the key answer only after you finished answering the Self-check 2).
11. Read the information written in the “Information Sheets 3”. Try to understand what are being discussed. Ask your trainer for assistance if you have hard time understanding them.
12. Accomplish the “Self-check 3” in page 19.
13. Ask your trainer the key to correction (key answers) or you can request your trainer to correct your work. (You are to get the key answer only after you finished answering the Self-check 3).
14. If you earned a satisfactory evaluation proceed to “Operation Sheet 1” in page 21; However, if your rating is unsatisfactory, see your trainer for further instructions or go back to Information sheet 3.
15. Read the “Operation Sheet 1 and try to understand the procedures discussed.
16. Do the “LAP test” in page 22 (if you are ready). Request your trainer to evaluate your performance and outputs. Your trainer will give you feedback and the evaluation will be either satisfactory or unsatisfactory. If unsatisfactory, your trainer shall advice you on additional work. But if satisfactory you can proceed to Learning Guide #2.

Information Sheet-1	Client history recording
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1. Client history recording

History taking- Is complete history taking may include information gathered from patient/client, family and other care givers

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For medical patients the history may be completed prior to the physical examination. History of the casualty can be taken from the casualty himself or herself. If the casualty could not respond or he/she is not conscious, history can be taken from a witness or bystander. Take “SAMPLE” history on: Signs / Symptoms, Allergies, Medications, Pertinent past History, Last Oral Intake, and Event

Contaminated zones are for objects and waste that is waiting for decontamination sterilization or disposal

The contaminated zone boundaries should be clearly defined, because this has implications for surface management and for the placement of equipment.

Instruments placed into the contaminated zone for a treatment session but not used during the session must be regarded as contaminated. For this reason, all bulk supplies such as opened boxes of gloves, cotton rolls or gauze must be stored outside the contaminated zone and protected from contamination from splashes and aerosols.

An example of this zone is a linen skip, in which used linen is stored while awaiting decontamination in the laundry.

If there is any possibility that any item **may** have been contaminated, it should be treated as if it **has** been contaminated.

Self-Check 1	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

1. complete history taking may include

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Note: Satisfactory rating - 10 points Unsatisfactory - below 5 points
You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = _____
Rating: _____

Name: _____

Date: _____

Short Answer Questions

1. _____

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2. _____
- _____
- _____
- _____
3. _____
- _____
- _____
- _____
4. _____
- _____
- _____
- _____
5. _____

Information Sheet 2	Documentation of referral procedure
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2. Documentation of referral procedure

After the required first aid service is provided, according to the condition of the casualty and degree of the injury referral should be considered. During the referral of casualty written document / profile that explains about the casualty's Age and Sex, Chief Complaint, Responsiveness, Airway and breathing status, Circulation status, Physical findings, SAMPLE history and Interventions provided is mandatory to enable the health care providers provide quick and comprehensive management

2.1. The profile of Hand off Report has to contain the followings:

- Age and Sex
- Chief Complaint

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- Airway and breathing status
- Circulation status
- Responsiveness
- Physical findings
- SAMPLE history
- Interventions provided

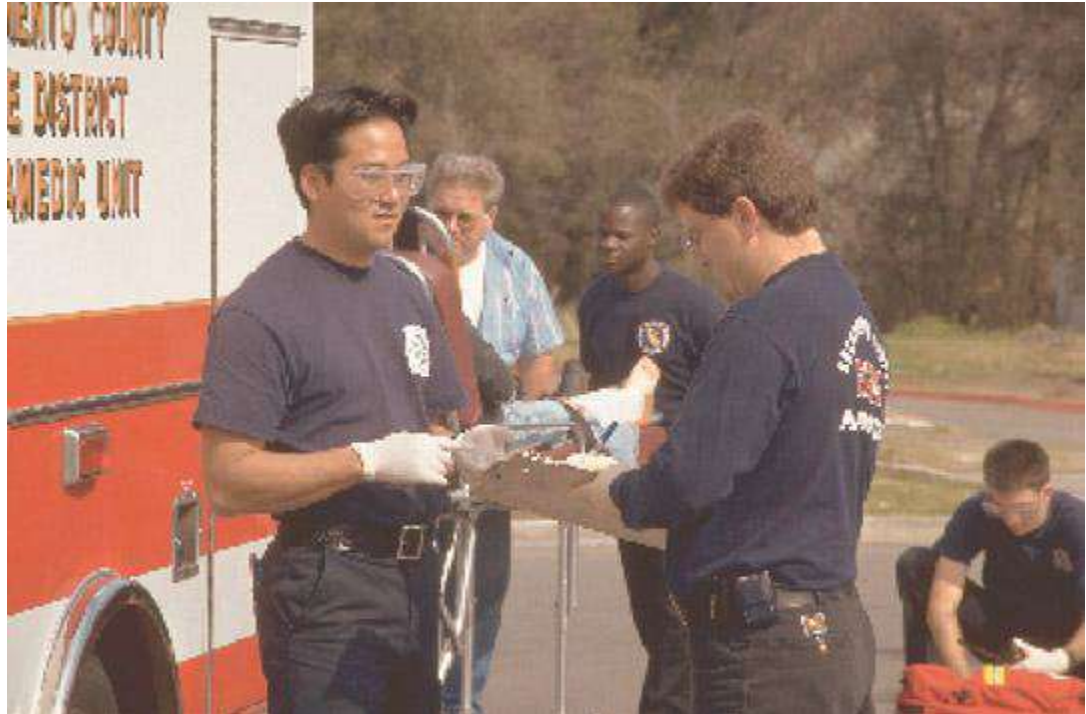


Figure 15: Hand off Report

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Self-Check 2	Written Test
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Instructions: Answer all the questions listed below. Illustrations may be necessary to aid some explanations/answers. Write your answers in the sheet provided in the next page.

1. profile of Hand off Report has to contain

Note: Satisfactory rating – 12 points Providing First Aid and Emergency Response Level III Version: 1 Revision: 0		Unsatisfactory – below 12 points Date: September 2019 Author: TAGEL GETACHEW	Page 8 of 23
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Answer Sheet

Score = _____

Rating: _____

Name: _____

Date: _____

Short Answer Questions

1. _____

2. _____

3. _____

4. _____

5. _____

Information Sheet 3	maintaining client confidentiality at all time
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2. maintaining client confidentiality at all time

Confidentiality

As a first responder you will learn about things that generally considered private issue. You may get such an information through history taking, physical examination or observation. In this case you will have an ethical responsibility to respect patients right to privacy. Patient right of privacy is legally protected. As a general rule don't talk about specific patient private issue at all with others not involved in the patients care. Violation of confidentiality can damage public trust upon your profession and liable you for legal elements.

Self-Check 3	Written Test
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Instructions: Answer all the questions listed below. Illustrations may be necessary to aid some explanations/answers. Write your answers in the sheet provided in the next page:

1. Write the purpose of confidentiality

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Note: Satisfactory rating - 09 points Unsatisfactory - below 09 points
You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = _____

Rating: _____

Name: _____

Date: _____

Short Answer Questions

1. _____

List of Reference Materials

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2. Federal Ministry of Health, Ethiopia. 2004. *Infection Prevention Guidelines for Health Care Facilities in Ethiopia*. Addis Ababa, Ethiopia: Federal Ministry of Health.
3. Linda,Tietjen,Débora, BossemeyerNoel McIntosh JHPIEGO, USIAD 2003 Guidelines for Healthcare Facilities with Limited Resources, , Johns Hopkins University,
4. WHO, , 2004, Practical Guidelines for Infection Control in Health Care FacilitiesWorld Health OrganizationRegional Office for Western Pacific, Manila Regional Office for South-East Asia, New Delhi
5. Helen Lemass ,Niamh McDonnell ,Dr. Nuala O'Connor ,Dr. Sheila Rochford HCAI/AMR 2013, "INFECTION PREVENTION AND CONTROL FOR PRIMARY CARE IN IRELAND" ,
6. AG, Australian Guidelines for the Prevention and Control of Infection in Healthcare (2010)

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