

3

THE NURSING ASSISTANT

MATCHING

Match each term with the correct definition.

- | | | |
|-----------|--|------------------------|
| 1. _____ | Laws dealing with relationships between people | A. Delegate |
| 2. _____ | Laws concerned with offenses against the public and society in general | B. Negligence |
| 3. _____ | Injuring a person's name and reputation by making false statements to a third person | C. Job description |
| 4. _____ | To authorize another person to perform a nursing task in a certain situation | D. Fraud |
| 5. _____ | The willful infliction of injury, unreasonable confinement, intimidation, or punishment that results in physical harm, pain, or mental anguish | E. Civil law |
| 6. _____ | Saying or doing something to trick, fool, or deceive a person | F. False imprisonment |
| 7. _____ | Unlawful restraint or restriction of a person's freedom of movement | G. Abuse |
| 8. _____ | Violating a person's right not to have his or her name, photo, or private affairs exposed or made public without giving consent | H. Criminal law |
| 9. _____ | An unintentional wrong in which a person did not act in a reasonable and careful manner and a person or the person's property was harmed | I. Invasion of privacy |
| 10. _____ | A document that describes what the agency expects you to do | J. Defamation |

FILL IN THE BLANKS

- | | |
|--|---|
| 11. In order to protect patients and residents from harm, you need to know: | 13. List the three main content areas included in the National Nurse Aide Assessment Program's (NNAAP™) Written Examination. |
| A. _____ | A. _____ |
| B. _____ | B. _____ |
| C. _____ | C. _____ |
| D. _____ | |
| 12. The Omnibus Budget Reconciliation Act of 1987 (OBRA) requires each state to have a nursing assistant _____ | 14. The _____ is an official listing of persons who have successfully completed a nursing assistant training and competency evaluation program. |
| _____ | |
| It must be successfully completed by nursing assistants working in _____ | 15. What information about each nursing assistant is contained in the nursing assistant registry? |
| _____ | A. _____ |
| _____ | _____ |
| _____ | B. _____ |
| _____ | _____ |

- C. _____

D. _____

E. _____

F. _____

G. _____

16. Agencies must provide educational programs for nursing assistants. They also must evaluate their work. What is the purpose of these requirements?

17. To protect persons from harm, you must understand:
A. _____
B. _____
C. _____
18. Before you perform a nursing task you must make sure that:
A. _____

B. _____

C. _____

D. _____

19. The _____
tells you what the agency expects you to do.
20. Do not take a job that requires you to:
A. _____
B. _____
C. _____
21. List 8 role limits for nursing assistants (things a nursing assistant should never do).
A. _____

B. _____

C. _____

D. _____

E. _____

F. _____

G. _____

H. _____

22. RNs can delegate nursing tasks to _____

23. Delegation decisions must protect _____

24. List the 4 steps of delegation described by the National Council of State Boards of Nursing (NCSBN).
A. _____
B. _____
C. _____
D. _____

25. During the communication step, the nurse must provide clear and complete directions about the following.
- _____
 - _____
 - _____
 - _____
 - _____
 - _____
26. After completing a delegated task, you must _____
27. The NCSBN's *Five Rights of Delegation* is another way to view the delegation process. List the *Five Rights of Delegation*.
- _____
 - _____
 - _____
 - _____
 - _____
28. An _____ behaves and acts in the right way. He or she does not cause a person harm.
29. Ethical behavior involves not being _____ or _____
30. You discuss with a patient the problems you are having disciplining your teenager. This is _____
31. False imprisonment involves:
- _____
 - _____
 - _____
32. The Health Insurance Portability and Accountability Act of 1996 (HIPAA) protects the privacy and security of a person's health information. Protected health information refers to:
- _____
 - _____
33. Failure to comply with HIPAA rules can result in _____
34. You are admitting a person to the hospital. You tell the person that you are a nurse. This is _____
35. Consent is informed when _____
36. A patient is unconscious. The doctor orders intravenous therapy and oxygen. How is legal consent for these treatments obtained? _____
37. List three ways in which a person may give consent.
- _____
 - _____
 - _____
38. Abuse is a crime. Abuse has one or more of the following elements.
- _____
 - _____
 - _____
 - _____
 - _____
39. A nursing center resident is allowed to lie in bed in the same position all day. The person's son finds her bed wet with urine when he visits. The person is crying. The staff is guilty of _____
40. You see a resident's daughter slap him. This is _____
41. Involuntary seclusion is _____
42. A person refuses to take needed drugs and does not keep doctors' appointments. The person has poor nutrition and poor hygiene and refuses help from others. This is _____

43. OBRA does not allow agencies to employ persons who _____

44. Write the meanings of the following abbreviations.
- A. HIPAA _____

- B. OBRA _____

- C. NATCEP _____

- D. NCSBN _____

MULTIPLE CHOICE

Circle the **BEST** answer.

45. OBRA requires each state to have a nursing assistant training program. How many hours of instruction does OBRA require?
- A. 16
B. 40
C. 50
D. 75
46. To successfully complete the competency evaluation, how many attempts does OBRA allow you?
- A. Only one attempt
B. At least two attempts
C. At least three attempts
D. At least four attempts
47. The nursing assistant registry is
- A. A skills evaluation
B. A list of rules and responsibilities for nursing assistants
C. An official listing of persons who have successfully completed a nursing assistant training and competency evaluation program
D. A procedure book
48. Retraining and a new competency evaluation program are required
- A. For nursing assistants who have not worked for 24 months
B. Whenever a nursing assistant changes jobs
C. If a nursing assistant has a poor performance review
D. Whenever a nursing assistant is accused of abuse
49. Nursing assistants
- A. Function under the supervision of licensed nurses
B. Decide what should or should not be done for a person
C. Supervise other nursing assistants
D. Take telephone orders from the doctor
50. The nurse asks you to perform a task that is not in your job description. You should
- A. Perform the task after the nurse shows you how
B. Refuse to perform the task and explain why
C. Ask a co-worker to assist you with the task
D. Report the nurse to the administrator
51. The nurse asks you to apply an ankle brace to a patient's right ankle. You do not understand the directions. What should you do?
- A. Ask the patient to tell you how to apply the brace.
B. Ask the nursing assistant who cared for the patient yesterday to show you how to apply the brace.
C. Ask another nursing assistant to apply the brace.
D. Explain to the nurse that you do not understand the instructions.
52. You agree to perform a task. You must do the following *except*
- A. Complete the task safely
B. Ask for help when you are unsure
C. Report what you did and your observations to the nurse
D. Delegate the task to another nursing assistant if you are busy
53. You can refuse to perform a delegated task for the following reasons *except*
- A. The task is not in your job description
B. You do not know how to use the equipment
C. You do not want to perform the task because it is unpleasant
D. The nurse's directions are unclear
54. Nursing assistants *do not* delegate.
- A. True
B. False
55. Which is *not* a code of conduct for nursing assistants?
- A. Respect each person as an individual.
B. Carry out the directions and instructions of the nurse if you have time.
C. Be loyal to your employer and co-workers.
D. Keep the person's information confidential.
56. As a nursing assistant, you help patients, residents, and families. That which separates helpful behaviors from those that are not helpful is
- A. A nursing task
B. Protected health information
C. Professional boundary
D. Ethics
57. Which action is *not* good work ethics?
- A. Completing tasks safely
B. Providing for privacy when performing care measures
C. Performing a task that is not in your job description
D. Asking the nurse to explain instructions if you do not understand

58. Which action protects a person's right to privacy?
- Opening the person's mail without consent
 - Listening to a resident's phone conversation with his daughter
 - Discussing a patient's treatment with his roommate
 - Asking visitors to leave the room when care is given
59. An RN asks you to perform a task beyond the legal limits of your role. You agree to perform the task. Harm is caused. Who is responsible?
- You and the RN
 - Only the RN
 - Only you
 - The entire nursing team
60. Sometimes refusing to follow the nurse's directions is your right and duty.
- True
 - False
61. Two nursing assistants are making fun of the way a resident walks. This is
- Sexual abuse
 - Verbal abuse
 - Neglect
 - Physical abuse
62. A resident's granddaughter takes money from the resident's purse while she is asleep. This is
- Involuntary seclusion
 - Mental abuse
 - Financial exploitation
 - Verbal abuse
63. You suspect a person you are caring for is being abused. You must
- Report your observations to the nurse
 - Call the police
 - Tell a co-worker
 - Tell the person's doctor
64. Threatening a person with punishment is
- Physical abuse
 - Neglect
 - Emotional abuse
 - Involuntary seclusion
65. Which is *not* a sign of elder abuse?
- Complaints of stiff and painful joints
 - Weight loss
 - Bleeding and bruising in the genital area
 - Frequent injuries

CASE STUDY

Miss Mary Adams is a 52-year-old woman. She was admitted to the hospital 2 days ago with nausea, vomiting, and complaints of abdominal pain. The nurse tells you in report that Miss Adams is very anxious. She also has some demanding behaviors. Miss Adams has had her call light on three times in the past 30 minutes. While walking by her room, you overhear a co-worker talking to Miss Adams in a loud voice. The co-worker tells Miss Adams: "I can't keep coming in here to straighten your linens. I am very busy. If you keep using your call light, I will take it away. I need to spend my time with patients who really need me."

Answer the following questions.

1. Is your co-worker's behavior toward Miss Adams a form of abuse? Explain.
2. What is your responsibility in this situation?
3. Whom should you notify about what you heard?