

Sample Syllabus for Overseas Nurses

Course content is determined by detailed pre-course Needs Analysis, both at organizational and participant level. This is accompanied by English Language Level Assessment allowing the course to be pitched appropriately.

Each course has the inbuilt flexibility to change content, should new needs emerge during the course. The topics below are sample units only.

Materials will be selected to match the content, and will be a mix of published material, online content and specific articles and tasks selected by the trainer.

With regard to more technical areas of language, we would seek input from the hospital to ensure that the syllabus met the specific needs of the nurses

Sample Course Topics and Focus Areas

Admitting patients

- Welcoming patients & introducing yourself
- Providing orientation to the ward / unit / nurse call / nurses' station
- Checking patient details, ID bracelet, admission form
- Asking about allergy status
- Checking MRSA clearance
- Cultural sensitivities

Asking for and describing symptoms

- The body (medical and lay terms)
- Describing pain / using a pain scale / talking about pain relief
- Asking about symptoms – constipation, diarrhoea and vomiting, nausea, headache
- Common conditions affecting parts of the body
- Sports injuries / asking about mobility
- asking about ADLs to assess how much help a patient needs - match with Care Plan / Care Pathway

Language of healthcare

- Areas of healthcare / medicine
- Different types of nurses, doctors and other staff
- Equipment used in healthcare, e.g. phlebotomy equipment, bladder scanner, ECG, CPM machine, urinalysis
- Health, safety, hygiene, to include infection control, PPE, hospital documents e.g. VIPS

Communication strategies when talking to patients

- Using plain English
- Respecting patient confidentiality
- Asking for consent before procedures
- Giving instructions e.g. on nursing procedure
- Paraphrasing to check understanding
- Reassuring
- Using culturally appropriate non-verbal communication
- Giving advice or suggestions
- Giving directions within the hospital / saying phone numbers

Common conversations

- Talking about blood pressure
- Giving a handover (between shifts, during the shift e.g. before a break)
- Administering medication / Numbers / checking patient details
- Checking drugs with another nurse (e.g. Controlled Drugs, Clexane, warfarin, insulin)
- Asking for help from a colleague
- Responding to a request for help (working in a team)
- Preparing patients for an operation
- Receiving patients after an operation
- Telephoning for medical assistance using SBAR
- Receiving phone calls from relatives or friends (confidentiality)
- Receiving phone calls within the hospital e.g. test results and passing on a message
- Explaining medication / dressings on discharge of a patient

Common hospital procedures

- Taking patient observations – pulse, blood pressure, temperature, etc
- Doing an ECG
- Taking blood sugar levels
- Doing wound dressings
- Medical tests – diagnostic, analysis, imaging, etc
- Doing a bladder scan
- Doing MRSA swabs on admission or pre-admission
- Putting in eye drops before eye surgery and afterwards
- Giving an IV drug, doing a VIPS
- Giving an injection
- Administration of medication
- Assessment of Manual Handling risk
- Inserting or removing a urinary catheter
- Removing a drain

Documents and charts (reading/writing)

- Observation chart, inc common abbreviations
- Drug chart
- IV Prescription
- Fluid balance chart
- Food chart
- Neurological observations
- Circulation observations
- Operation pathway
- Care pathways
- Patient record
- Writing referral letters

Support for nurses during mandatory training

- ILS (CPR)
- Manual Handling
- Infection Control
- Complaints procedure

Focus Areas can be integrated into the syllabus. Choose from:

- ✓ Micro-organisms
- ✓ Cardiothoracic
- ✓ Other areas could include:
- ✓ Cancer e.g. breast cancer
- ✓ Respiratory
- ✓ Musculoskeletal e.g. arthroscopy (joints), hip replacement, shoulder surgery
- ✓ Spinal injuries and rehabilitation
- ✓ Nervous system e.g. brain injury
- ✓ Urinary system
- ✓ Gastrointestinal system e.g. general surgery including 'keyhole' surgery
- ✓ Skin, e.g. skin cancer
- ✓ Endocrine system
- ✓ Gynaecology
- ✓ Paediatrics
- ✓ Obstetrics
- ✓ Cosmetic surgery

