



**HKU
Med**

LKS Faculty of Medicine
School of Nursing
香港大學護理學院

NURS1603 Clinical Skills in Practice (2022-23)

Course Introduction

Ms Caroline Yang

Lecturer

8 Sep 2022



Photo source: HKU Medicine (2022)

Rundown of the Overview of the Course

- Teaching team
- Course description
- Student learning outcomes
- Topics
- Teaching and learning strategies
- Schedule arrangement of lecture, skill lab, supervised skill lab
- Attendance policy
- Course assessment
- Lab grouping

Teaching Team (1)

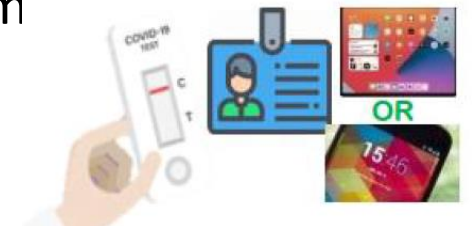
Role	Name	Contact
Course coordinator & course teacher	Ms Caroline Wai Lam YANG	Telephone: 3917 9810 Office: Room 502, Academic Building, 3 Sassoon Road Email: cwlyang@hku.hk
Course teacher	Dr John Tai Chun FUNG	Telephone: 3917 6678 Office: Room 504, Academic Building, 3 Sassoon Road Email: bigjohn@hku.hk
Senior Lab Manager	Ms Michelle Pang	Telephone: 3917 6956 Office: Room 415, 4/F, Academic Building, 3 Sassoon Road Email: wlelaine@hku.hk
Lab Coordinator	Ms Celina LEUNG	Telephone: 3917 6310 Office: Room 422, 4/F, Academic Building, 3 Sassoon Road Email: cwfleung@hku.hk

Teaching Team (2)

Role	Name	Office	Phone Contact	Email address
Laboratory teacher	Ms Charlene Sheung Yiu CHAN	419	3917 6966	chansyc@hku.hk
Laboratory teacher	Mr Edmond Chun Kit CHAN	418	3717 6632	edmond07@hku.hk
Laboratory teacher	Ms Joyce Choi Shi CHAN	416	3917 6347	rustyjoy@hku.hk
Laboratory teacher	Ms Kelly Yuk Shuen CHAU	417	3917 6318	kellycys@hku.hk
Laboratory teacher	Ms Cherry Ching Yee CHU	416	3917 6950	chucyc@hku.hk
Laboratory teacher	Ms Candice Ka Ki FONG	420	3917 7576	candicef@hku.hk
Laboratory teacher	Ms Kathy Po Yi KAN	417	3917 6315	kanpy@hku.hk
Laboratory teacher	Ms Ranjit KAUR	420	3917 6635	ranjit@hku.hk
Laboratory teacher	Ms Sheila Wing Hang LAM	420	3917 6687	sheilawh@hku.hk
Laboratory teacher	Ms Mabel Choi Fung LAM	418	3917 6694	lamcfm@hku.hk
Laboratory teacher	Ms Ida Hiu Kwan LEUNG	416	3917 6389	ihkleung@hku.hk
Laboratory teacher	Ms Jodie Cheuk Yan SZETO	418	3917 6321	jodiest@hku.hk
Laboratory teacher	Ms Vivien Wai Yin TSANG	417	3917 6324	tsangwyv@hku.hk
Laboratory teacher	Ms Leanna Yik Tung WONG	416	3917 6669	wongytl@hku.hk
Laboratory teacher	Ms Kammi Kam Ying WONG	419	3917 6314	kkyw@hku.hk
Laboratory teacher	Ms Angel Tsz Ting YIP	418	3917 6322	yiptt@hku.hk

Infection control measures for f2f lectures

- Vaccines: All students are required to have received 3 doses of COVID-19 vaccine, unless COVID-19 vaccination is contraindicated on medical grounds
- Face mask:
 - a surgical mask and strongly advised to put on:
 - A surgical mask with a reusable mask on top;
 - KF 94 mask; or N95 mask or equivalent
- Daily rapid antigen testing (RAT)
 - Perform RAT before attend the lecture/ lab session
 - Submit valid negative results to the COVID-19 testing reporting system (each RAT result is valid within 24 hours)
 - Refer to Faculty guideline in uploading the image of the RAT result
 - DO NOT the lectures/lab sessions if you are having symptoms of sickness or RAT +ve
 - Inform the Course Coordinator, Ms **Caroline Yang** (cwlyang@hku.hk) and **Mr Jason Li** (lijason@hku.hk) to report sick by em "



Course Description

- Focus on the development and application of beginning nursing skills
- Learn the nursing skills by using the nursing process approach
- Introduce the unique role of nurses in care delivery which demands a combination of sensitivity, caring, commitment and skill based knowledge and its application to practice
- Provide fundamental knowledge with skills and attitudes essential for nurses in clinical practice

Student Learning Outcomes

On completion of the course, students will be able to:

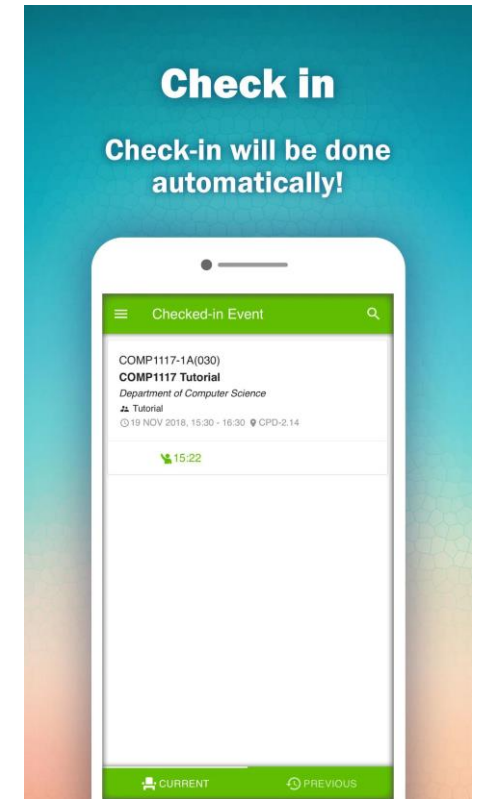
- Apply nursing assessment skills to identify and prioritize patient and their carers' health care needs;
- Use the nursing process to assess, plan, intervene and evaluate basic and relevant nursing care;
- Demonstrate therapeutic communication skills adequately and effectively with patients and their relatives to promote and restore health;
- Identify steps and principles in clinical decision making process by evidence-based practice; and
- Evaluate own practice (knowledge, skill and attitude) in relation to profession nursing practice standards.

Topics

- Understanding of vital signs assessment
- Promote safety & comfort, hygiene care
- Mobility & body mechanics
- Infection control & medical asepsis
- Wound care
- Diagnostic test
- Nutrition
- Oxygenation & suction
- Administration of medication: Oral and inhalation, intramuscular and subcutaneous injection
- Documentation
- Stress, coping and adaption
- Loss & grief

Course Design

- Lecture
 - Face-to-face sessions: start the lecture sharply on time
 - 1 hour 50 minutes for each session
 - Use HKU App to take your attendance
 - Audio-visual videos
 - In-class activities



Skill Practice Lab & Supervised Skill Lab (F2F)

- Student must attend all lab sessions in this course
- Ratio: 1: 10/ lab
- Arrive at the laboratory 10 minutes before start
- Only get the stuff that you need for the lab, e.g. student badge, notes, pen
- Enter the laboratory with:
 - A **surgical mask with a reusable mask on top**;
 - A **single KF 94, KN95 or N95 mask**
 - **NO DOUBLE SURGICAL MASKS** are allowed



Reminders

- Be punctual to all lectures and lab sessions
- Get prepared before each lecture/lab session by previewing lecture notes and skill videos
- Attend all the teaching activities actively
- Complete the in-class assessment on time

Read the Schedule (1)

- Check the course schedule from the **course manual** on **MOODLE**
- **DO NOT** rely on the Year 1 timetable from School web
- Minimum attendance requirement of lecture: 80%

Date	Time	Activity	Mode / Venue	Topic
8 Sep 2022 (Thu)	08:30 – 09:15	Lecture	3SR-LT1	Lecture 1: <ul style="list-style-type: none"> • Overview of the course & assessment
	09:20 – 10:20			<ul style="list-style-type: none"> • Understanding of vital signs assessment
9 Sep 2022 (Fri)	15:30 – 17:20	Lecture	3SR-SR 2 - 4	Lecture 2: <ul style="list-style-type: none"> • Hygiene care (bed making, personal hygiene)
15 Sep 2022 (Fri)	08:30 – 10:20	Lecture	3SR- LT1	Lecture 3: <ul style="list-style-type: none"> • Urine and bowel elimination • Body mechanics • In-class quiz

If the schedule marked “In-class quiz” on the time table = a quiz will be held during the lecture

Read the Schedule (2)

- All skill practice sessions will be conducted by face-to-face
- 2 identical sessions for each skill practice lab
 - Session “a”: Every Friday A.M. from 08:30 – 10:20
 - Session “b”: Either Friday P.M. from 15:30 – 17:30 OR Monday A.M. from 08:30 – 10:20
- Students are required to attend either one of the lab sessions of each individual topics
- Minimum attendance requirement of lab sessions: **100%**

Session ‘b’: will be held on either:

- Monday 08:30 – 10:20 or
- Friday 15:30 – 17:20

16 Sep 2022 (Fri)	08:30 – 10:20	Skill practice	311A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Lab 1a (Identical session): • Making an unoccupied bed • Making an occupied bed
16 Sep 2022 (Fri)	15:30 -17:20	Skill practice	311A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Lab 1b (Identical session): • Making an unoccupied bed • Making an occupied bed

26 Sep 2022 (Mon)	08:30 – 10:20	Skill practice	311A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Lab 3b (Identical session): • Eye care • Perineal care • Oral care • Use of elimination devices	Lab teachers
29 Sep 2022 (Thu)	08:30 – 10:20	Lecture	3SR-LT1	Lecture 5: • Wound care I • In-class quiz	Dr John Fung
30 Sep 2022 (Fri)	08:30 – 10:20	Skill practice	311A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Lab 3a (Identical session): • Eye care • Perineal care • Oral care • Use of elimination devices	Lab teachers

Session ‘a’: will be held on every Friday 08:30 – 17:20

Read the Schedule (3)

- Supervised skill lab sessions are arranged since 14 Nov 2022
 - Session “1b”: 14 Nov 2022 (Wed) from 08:30 – 10:20
 - Session “1a”: 16 Nov 2022 (Mon) from 10:30 – 12:20
 - Session “2b”: 23 Nov 2022 (Wed) from 10:30 – 12:20
 - Session “2a”: 24 Nov 2022 (Thu) from 13:30 – 15:20 or 15:30 – 17:20
- Students are required to attend either one of the lab sessions of each individual topics
- Minimum attendance requirement of lab sessions: **100%**

Practice OSCA Skill (1) of Simple Wound Dressing

14 Nov 2022 (Mon)	10:30 – 12:20	Supervised skill lab	311A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Supervised skilled lab 1b (identical session): • OSCA skill 1: Simple wound dressing	Lab teachers
16 Nov 2022 (Mon)	10:30 – 12:20	Skill practice	311A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Supervised skilled lab 1a (identical session): • OSCA skill 1: Simple wound dressing	Lab teachers

23 Nov 2022 (Wed)	10:30 – 12:20	Supervised skill lab	11A/B/C, 426A/B/C, 305, 307, 308, 310, 313, 315	Supervised skilled lab 2b (identical session): • OSCA skill 2: administration of medication (oral/topical/inhale)	Lab teachers
24 Nov 2022 (Thu)	13:30 - 15:20	Supervised skill lab	311A/B/C, 426A/B/C	Supervised skilled lab 2a (identical session): • OSCA skill 2: administration of medication	Lab teachers
24 Nov 2022 (Thu)	15:30 – 17:20	Supervised skill lab	311A/B/C, 426A/B/C	Supervised skilled lab 2a (identical session); OSCA skill 2: administration of medication (oral/topical/inhale)	Lab teachers

Practice OSCA Skill (2) of Administration of oral medication

Attendance Policy

- All students are expected to attend **ALL** lectures, skill lab practice sessions and tutorials as stipulated by the Nursing Council of Hong Kong.
- The **total number of contact hours of each student will be submitted** to the Nursing Council of Hong Kong for the application of Nurse Registration.

Class Activity	Minimum Attendance Requirement
Lecture	80%
Skills Lab / Supervised Lab (face-to-face)	100%

Taking Attendance

- Lecture
 - Those who failed to achieve **80%** attendance without justification shall be reviewed by Programme Sub-committee and
 - **MAY NOT** be allowed to sit for the examination.
- Skill Practice Lab & Supervised Lab
 - Those who failed to achieve **100%** attendance in skill lab practice session without justification shall be reviewed by Programme Sub-committee and
 - **MAY NOT** be allowed to sit for the Objective Structured Clinical Skills Assessment (OSCA).



How to take my attendance?

Lecture:

- Face-to-face: Use the University Attendance@HKU app

Skill practice lab & supervised skill lab:

- Use the carding tapping system in lab

Remarks:

- Adhere to the infection control measures from School
 - RAT negative result(s) within 24 hours
 - Health declaration
 - Check temperature by the lab teacher
 - Wear a surgical mask with a reusable mask on top or 1 single KF94 mask; or N95 mask or equivalent



Absence

Sick leave

For those students who are absent from the skill lab practice session , supervised lab & lecture due to illness must inform:

- the lab teachers and Co-teachers, and
- Course coordinator (cwlyang@hku.hk) promptly

AND

- submit a **VALID DATE** of sick leave certificate to 5/F., General Office (Mr Jason Li) immediately after resuming classes.

Absence

Other leave

- Any request for causal **important** leave must seek approval from the course coordinator by submitting an email at least **ONE WEEK** before the lab session.
- Student who apply leave for more than 2 full consecutive days for non-medical reasons should seek the approval from Dean

Remedial Lab Session

- Students who absent for the lab session(s) due to sick or other justifiable reason are required to submit remedial work to prove your learning of related topic

Remarks:

- The supervised skill lab teachers will NOT provide an identical lab session
 - Student can ask the related lecturer/teacher for any lab question

Sick leave or other leave on particular date



Inform Course Coordinator and respective lab teacher(s) promptly



Submit the VALID DATE of sick leave certificate to 5/F General Office (Mr Jason Li) Immediately after resume classes



Students should send an email to Course Coordinator (Ms Caroline Yang) for remedial session within 2 weeks



Students need to prepare the 'Skills Laboratory Absence Record' form when they attend the supervised remedial lab and students' performance will be recorded

Skill Lab Absence Record

- Student MUST submit this absence record to respective lab teacher for the remedial lab session
- The form is available on Moodle

The University of Hong Kong
School of Nursing

Skills Laboratory Absence Record

Student's name: _____ Student No.: _____ Year: _____

Date of Absence: _____ Course Name/ Number: _____

Reason(s) for Absence:

☐ Sick leave

☐ Others (approved by Course coordinator / Year Coordinator / Programme Director / Faculty)

Skills / OSCA procedure to be monitored:

Date and Time of Supervised Lab: _____

Lab Performance: Satisfactory / Fair / Poor

Comments:

Supervised Lab Teacher's Name and Signature: _____

Student's signature: _____ Date: _____

Course Assessment

- 3 assessments for this course

Component	Weight
In-class quizzes <ul style="list-style-type: none">• The quizzes will be in various format, e.g. short answer question, multiple choice questions	30%
Objective structured clinical assessment (OSCA) <ul style="list-style-type: none">• Administration of oral medication (AOM)• Simple wound dressing (AT)	20%
Written Examination	50%

In-class Quiz

- Weight 30% of the total mark of the course.
- Students are required to answer the questions given in the lectures that can be multiple choice questions, and/or short answer question.
- In each lecture, students will be assessed by answering the questions based on the teaching content.
- The quiz will be done at anytime during the session, please Do NOT idle.
- Students absent in any lecture without a justifiable reason, **NO** supplementary quiz will be given.
- Students who are unable to attempt the Quiz of a particular lecture due to sick leave or approved causal leave are allowed to have a supplementary quiz only **after they handed in valid document proof**

Objective Structured Clinical Assessment (OSCA) (1)

Clinical skill assessment:

- **2 clinical procedures**
- Procedure:
 - Administration of oral medication
 - Simple wound dressing (Aseptic technique)
- Each procedure **scores 10%** of the total mark of the course.
- Scenario-based assessment will be adopted for OSCA skills
- There are **CRITICAL POINTS** in each procedure.
- To pass each procedure, students have to pass:
 1. the critical points **AND**
 2. achieve **50% or above** of the criteria required in the respective procedure.

OSCA Checklist – Therapeutic Communication Skills

OSCA Checklist sample Student Number : _____

	Pass	Fail	Remarks
Initiate the conversation appropriately			
1. Ensure environment is private, safe & comfort for effective communication			
2. Introduce self			
3. Explain the purpose of the interview			
4. Reassure client about confidentiality			
Establish rapport and trust			
5. Exhibit open body posture			
6. Show respect and non-judgmental manner*			
7. Demonstrate congruity between verbal and non verbal behavior			
8. Listen and show interest, maintain appropriate eye contact			
Demonstrate appropriate verbal communication			
9. Speak clearly, concisely and accurately			
10. Encourage client express feelings and information			
11. Demonstrate listening and questioning skills eg use paraphrasing and clarification appropriately			
12. Avoid blockage to active listening			
13. Summarize and close the conversation			

* Critical item

Must pass all critical item(s), otherwise the skill assessment will be failed

Objective Structured Clinical Assessment (OSCA) (2)

- Student must **PASS ALL OSCA** procedures in order to obtain a “**PASS**” in this course.
- Student fails in any procedure for the first time will be offered **TWO supplementary** assessments.
- However, the mark will be capped at the lowest passing score, i.e. **5% even if student passes the procedure with a higher score in these assessments.**
- **If student fails in the 3rd attempt of any OSCA procedure will be considered FAILING the course, student is required to retake the course in the following year.**
- **If student is unwell or unable to attend the OSCA due to emergency, one must inform the Course Coordinator with supporting documents. Upon the first supplementary assessment, the mark will be capped at the highest mark.**
- Student who misses any one attempt of the OSCA without providing acceptable reasons will get “**Zero**” mark or a “**Fail**” grade for that attempt.

Schedule of In-class Quiz

	Date	Topic	Remarks
1.	15 Sep 2022 (Fri)	Urine & bowel elimination, body mechanics	The quiz will be held at <u>any time</u> during the designated lectures.
2.	22 Sep 2022 (Thu)	Infection control, medical asepsis	
3.	29 Sep 2022 (Thu)	Wound care 1	
4.	30 Sep 2022 (Fri)	Wound care 2	
5.	6 Oct 2022 (Thu)	Principle of oral drug administration	
6.	7 Oct 2022 (Fri)	Administration of medication	
7.	20 Oct 2022 (Thu)	Oxygenation & suction	
8.	27 Oct 2022 (Thu)	Nutrition	
9.	3 Nov 2022 (Thu)	Administration of medication 2	
10.	4 Nov 2022 (Thu)	Diagnostic tests	
11.	10 Nov 2022 (Thu)	Documentation	
12.	11 Nov 2022 (Fri)	Patient safety and risk assessment	
13.	17 Nov 2022 (Thu)	Stress, coping and adaption	
14.	18 Nov 2022 (Fri)	Loss and grief	

Written Examination

- An examination will be held at the end of the semester which weights for 50% for this course
- 90 minutes examination will include:
 - Multiple choice questions
 - Short essay questions
- Date of exam: To be confirmed by the Exam Unit

Laboratory Guidelines

- Be **PUNCTUAL** to attend ALL lab/Supervised sessions according to the lab clock.
- The attendance record are kept and signed in presence of lab teachers ONLY.
- Student's attendance is checked by the responsible teachers for each lab.
- Student should sign the attendance list for submitting to the Nursing Council.
- Besides, the supervised lab teachers will NOT provide an identical lab session until special request. Or students can ask the related lecturer / teacher for any lab question.
- Student's performance in each lab is observed by the lab teachers. It is highly encouraged that students should consult the teachers if they are aware of their weakness.

Supervised lab & Self-practice lab Arrangement

- Students are encouraged to practice in self-practice session before supervised lab.
- Supervised lab is **NOT** a substitute for the normal lab session.
- Students are responsible to book lab on-line.
- For further details, please refers to the Student Handbook, which is accessible via the student web in School website.

Lab Ground Rules

- Students **should watch the VIDEO and read the Lab Manual before attending every lab.**
- Students should **bring their OWN Lab manuals and/ or lectures notes.**
- No sharing with other students.
- Wear student name badge.
- Proper dress code: avoid slippers & low cut T-shirt, having long hair tied up.
- Photo taking: only can be taken prior consent obtained from the responsible teacher and corresponding students.
- **DO NOT** use mobile phone for any communication in the lab practice: Use it outside the lab if needed.

Grouping of skill lab practice & supervised lab

- Complete the online form on Moodle by 6 Sep 2022 (23:59)
- Skill lab sessions and supervised lab sessions will be arranged on Monday, Thursday and Friday which you may clash with the course of Core University English (CAES1000), therefore, please check your timetable and fill the form carefully to prevent any clash.
- To complete the form and submit by 9 Sep 2022 17:30

