



## **BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE**

### **POLICY FOR USE OF ADVANCED SKILL LAB**

#### **INTRODUCTION**

Bombay Hospital College of Nursing provides students the opportunity to learn and practice and as well as to increase student confidence. Advanced lab activities are designed to foster the application of critical thinking and integration of knowledge along with the psychomotor practice of skills.

#### **LABORATORY MAINTANENCE**

Advanced skill lab provides a simulated hospital environment which help faculty to impart skills among nursing students to provide quality patient care. This lab is well equipped with ample compilation of all devices and mannequins, which are used in real patient care practices. The mannequins provides a lifelike point-of-care learning experience for the graduate nursing students This will help students to gain adequate knowledge about how to provide care for patients most effectively. In order to ensure smooth functioning of the lab facilities, following procedure are followed:

- Maintaining Lab Entry Register for all students and faculty who enter the lab.
- Maintaining Lab cleanliness with daily cleaning and mopping, maintaining adequate ventilation, water supply and proper lighting.
- Maintaining safety and proper working of equipments by keeping them in well protected steel cupboards and checking working condition of equipments.
- Taking monthly inventory of all articles.

#### **UTILIZATION OF LAB**

- The lab is used by 2<sup>nd</sup>& 3<sup>rd</sup> year B.Sc. Nursing and 1<sup>st</sup> year, 2<sup>nd</sup> year M.Sc. Nursing students for gaining adequate skills in providing basic nursing care .They are given demonstration classes on advanced nursing procedures. After theory classes on respective topics, they are taken to lab and the procedure is demonstrated with necessary articles and then each student has to do return demonstration on the particular procedure. All students enter the lab once weekly. Lab entry register is maintained promptly. Students should sign the register once they enter and come out from the lab. Dummy's are used for demonstration and return demonstration.

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- Article Issuing Registers are maintained for each batch of students.
- Once articles are brought for replacing, they are re-checked for the working by the Lab In-charge teacher and taken back.
- Inventory register is maintained and inventory is taken monthly.
- Advised to students maintain sanity and cleanliness of the labs and maintain discipline while working in the labs to prevent untoward happenings. They should follow rules for the efficient functioning of the labs and for the convenience of the co-workers.
- Following are prohibited in the lab:
  - Bags
  - Food Materials
  - Damaging of lab resources and property
  - Mobile phones

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## **BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE**

### **POLICY FOR USE OF FOUNDATIONS OF NURSING LAB**

#### **INTRODUCTION**

Bombay Hospital College of Nursing provides access for Foundations of Nursing Lab to all students and faculty of Nursing College. Foundations of Nursing Lab lay the base for building up a strong nurse with immense practical knowledge well versed in the art of providing nursing care.

#### **LABORATORY MAINTANENCE**

Foundations of Nursing Lab provide a simulated hospital environment which help faculty to impart skills among nursing students to provide quality patient care. Foundations of Nursing Lab are equipped with adequate collection of all equipments which are used in real patient care practices. This will help students to gain adequate knowledge about how to provide care for patients with each and every equipment. In order to ensure smooth functioning of the lab facilities, following procedure are followed:

- Maintaining Lab Entry Register for all students and faculty who enter the lab.
- Maintaining Lab cleanliness with daily cleaning and mopping, maintaining adequate ventilation, water supply and proper lighting.
- Maintaining safety and proper working of equipments by keeping them in well protected steel cupboards and checking working condition of equipments.
- Taking monthly inventory of all articles.

#### **UTILIZATION OF LAB**


- The lab is used by first year B.Sc. Nursing students for gaining adequate skills in providing basic nursing care .They are given demonstration classes about every nursing procedures. After theory classes on respective topics, they are taken to lab and the procedure is demonstrated with necessary articles and then each student has to do return demonstration on the particular procedure. Weekly 6-7 hours are allotted for practicing in the lab. All students enter the lab once weekly. Lab entry register is maintained promptly. Students should sign the register once they enter and come out from the lab. Dummies are used for demonstration and return demonstration.

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- Equipments and articles for patient care and demonstrations in the ward are issued as per the need and number of students. When students leave for clinical postings, articles are issued as per their requests. Article Issuing Registers are maintained for each batch of students. Once articles are brought for replacing, they are re-checked for the working by the Lab In charge and taken back.
- Inventory register is maintained and inventory is taken monthly.
- Students are advised to maintain sanity and cleanliness of the labs and maintain discipline while working in the labs to prevent untoward happenings. They should follow rules for the efficient functioning of the labs and for the convenience of the co-workers.
- Following are prohibited in the lab:
  - Bags
  - Damaging of lab resources and property
  - Mobile phones

  
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## BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE

### POLICY FOR USE OF OBSTETRICAL & GYNECOLOGICAL NURSING LAB

#### INTRODUCTION

Bombay Hospital College of Nursing provides access for OBG Nursing Lab to all 4<sup>th</sup> year B.Sc. Nursing students and faculty of Nursing. The lab contains all the necessary articles required for the care of antenatal, postnatal and gynecological clients during illness and wellness. It also contains projected AV aids which includes charts, models etc. that can be utilized while giving care. OSCE sessions are also arranged in the lab.

#### LABORATORY MAINTANENCE

OBG lab provides a simulated hospital environment for the students that help them to acquire much knowledge. The lab is equipped with various articles that are used in the assessment and care of obstetrical and gynecological women and newborns. It also contains equipment for conducting labour, simulated abdominal palpation, labour, newborn care, and breast examination, episiotomy suturing and gynecological examinations. In order to ensure smooth functioning of the lab facilities, following procedure are followed:

- Maintaining Lab cleanliness with daily cleaning and mopping, maintaining adequate ventilation, water supply and proper lighting.
- Maintaining safety and proper working of equipment by keeping them in well protected cupboards and checking working condition of equipment.
- Taking monthly inventory of all articles.

#### UTILIZATION OF LAB

- The lab is used by 4<sup>th</sup> year B.Sc. Nursing <sup>2<sup>nd</sup> yr. 3<sup>rd</sup> yr. 4<sup>th</sup> yr. Nsg. students</sup> students for gaining adequate skills in providing nursing care to women and newborns. Nursing Demonstration is done on the basic of mentioned in INC syllabus. The major aspects that are taught are antenatal, postnatal, newborn and gynecological assessment, antenatal palpation, episiotomy suturing, mechanism of labour, conduction of labour etc. OSCE sessions are arranged mainly on history taking in obstetrical and gynecological, antenatal assessment, postnatal assessment, newborn assessment, episiotomy suturing, gynecological examination. All the procedures are demonstrated before the clinical posting.

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### Guidelines for issuing the article

- Articles for patient care and demonstrations in the ward are issued as per the need and number of students.
- Articles are issued as per the request by the students.
- Article Issuing Registers are maintained.
- Articles are issued and received only by lab in charge.
- Once articles are replaced, they are re-checked for the working by the Lab In charge.
- In case damage or loss of an item, the student must replace with the same new article.
- Inventory register is maintained and inventory is taken monthly.

### Guidelines for student behavior in the lab

- Students are advised to maintain sanity and cleanliness of the labs and maintain discipline while working in the labs to prevent untoward happenings.
- They should follow rules for the efficient functioning of the labs and for the convenience of the co-workers.
- Manikins should be treated like. Do not misuse or leave the manikin exposed.
- Following are prohibited in the lab:
  - Bags
  - Food Materials
  - Mobile phones

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## **BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE**

### **POLICY FOR USE OF PEDIATRIC NURSING LAB**

#### **INTRODUCTION**

Bombay Hospital College of Nursing provides access for Pediatric Nursing Lab to all 3<sup>rd</sup> year B.Sc. Nursing students and faculty of Nursing. The lab contains all the necessary articles required for the care of sick as well as healthy child. It also contains projected AV aids which include flow charts that can be utilized while giving care.

#### **LABORATORY MAINTENANCE**

Pediatric lab provides a simulated hospital environment for the students that helps them to acquire much knowledge. The lab is equipped with major articles that are used in the care of sick children. It also contains equipment like simulated manikins. In order to ensure smooth functioning of the lab facilities, following procedure are followed:

- Maintaining Lab cleanliness with daily cleaning and mopping, maintaining adequate ventilation, water supply and proper lighting.
- Maintaining safety and proper working of equipment by keeping them in well protected steel cupboards and checking working condition of equipment.
- Taking monthly inventory of all articles.

#### **UTILIZATION OF LAB**

- The lab is used by third year B.Sc. Nursing 3<sup>rd</sup> year students for gaining adequate skills in providing nursing care to the sick child. Demonstration is done on basic pediatric nursing procedures. The major aspects that are taught are newborn assessment, exchange transfusion, incubator, infusion pump, mobilization etc. All the procedures are demonstrated before the clinical posting.
- Articles for patient care and demonstrations in the ward are issued as per the need and number of students. Articles are issued as per the request by the students. Article Issuing Registers are maintained. Once articles are replaced, they are re-checked for the working by the Lab Incharge.

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- In case of any damage to the replaced articles, the student should take the responsibility
- Inventory register is maintained and inventory is taken monthly.
- Students are advised to maintain sanity and cleanliness of the labs and maintain discipline while working in the labs to prevent untoward happenings. They should follow rules for the efficient functioning of the labs and for the convenience of the co-workers.

- Following are prohibited in the lab:

Bags

Food Materials

Mobile phones

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## BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE

### POLICY FOR USE OF COMMUNITY HEALTH NURSING LAB

#### INTRODUCTION

Bombay Hospital College of Nursing has a well sophisticated community health nursing lab and it provides access for all students and faculty of Nursing College. The lab provides all necessary articles and equipments needed for the training of B.Sc. Nursing 2<sup>nd</sup> year and 4<sup>th</sup> year and M.Sc Nursing students. It has a wide variety of AV aids using for mass education .Different OSCE stations are also arranged to assess the clinical competencies of each student.

#### LABORATORY MAINTANENCE

The community health nursing lab provides all equipment and articles for each procedure. In order to ensure smooth functioning of the lab, following procedure is followed:

- Students must carry their ID Card to utilize the facilities of the laboratories
- Students and faculty must enter in the in and out register maintained in the lab
- Maintaining Lab cleanliness with daily cleaning and mopping, maintaining adequate ventilation, water supply and proper lighting.
- Maintaining safety and proper working of equipment by keeping them in well protected steel cupboards and checking working condition of equipment.
- Taking monthly inventory of all articles.
- Staff and students must enter in the lab inventory register while taking articles
- During replacement of the article , each article will be checked by lab in charge and in case of any damage replacement or penalty will be imposed

#### UTILIZATION OF LAB

- The 2<sup>nd</sup> year B.Sc. Nursing , 4<sup>th</sup> Year B.Sc. Nursing and M.Sc students and faculty can utilize the lab during the working time
- Students and faculty must take permission from head of the department and lab Incharge before entering the lab
- Silence and discipline should be maintained inside the lab
- All are instructed to be careful while handling reagents in the lab

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- AV aids can be used for mass education to public and should be replaced without any damage
- Faculty can demonstrate each procedure to students and ask the students for return demonstration
- After the clinical exposure, OSCE will be conducted for each student. Those performance is not satisfactory should do the procedure again till attaining specific skills and competencies.
- Students should follow rules for the efficient functioning of the labs and for the convenience of the co-workers.

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## BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE

### POLICY FOR USE OF ANATOMY LAB

The room houses the muscular and skeletal models of whole or selected parts of the human body

#### **Safety precautions**

- 1. Skeletal Models:** Skeletal models are hung from a moveable base of wheels. Each model has its own considerable weight and is unstable, thus there is a tendency to topple over if moved too forcefully. Care must be taken when transporting the skeletal models around the room. Permission has to be granted if models have to be taken outside the Anatomy Laboratory.
- 2. Muscular Models:** Muscular models are made up of parts that can be removed to reveal internal anatomy. These parts are held in by slots that readily drop off if held improperly. It would be advisable that these models are left on a stable surface like a flat table while working with it. Signs will be used to warn users not to lift the models too high while demonstrating since the models may drop and hurt individuals who are watching and standing close.
- 3. Labeling of cupboards:** All cupboards, with glass doors or metal doors or other types, will be labeled to assist in identification of its contents.
- 4. Admittance to the Anatomy Laboratory.** Only anatomy instructors and students are allowed to be in the laboratory. You must request permission for all visitors from the instructor. Unauthorized individuals will be asked to leave the lab. Instructors must ensure the lab is securely closed when finished.
- 5. Anatomical Materials.** Anatomical materials may NOT be removed from the laboratory. Students will NOT cut or deface any anatomical models.
- 6. Photography.** Photography in the lab is not permitted.
- 7. General Cleaning.** Keep tables and the surrounding floor area of the lab clean.

  
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## BOMBAY HOSPITAL COLLEGE OF NURSING, INDORE

### POLICY FOR USE OF NUTRITION LAB

#### **Introduction**

Bombay Hospital College of Nursing provides access for Nutrition Lab to all B.Sc. Nursing students, M.Sc Nursing students and faculty. Nutrition lab helps the students to acquire knowledge of nutrition for maintenance of optimum health at different stages of life and its application for practice of nutrition. The lab contains all the necessary utensils required for the cooking and serving the dishes. It also contains projected AV aids which include charts, models etc.

#### **Objectives**

- To describe the relationship between nutrition and health.
- To describe the classification, functions, sources and recommended daily allowance of Carbohydrates.
- To describe the sources, Functions, and requirements of water and electrolytes.
- To describe various national programmes related to nutrition.

#### **Laboratory maintenance**

The Nutrition laboratory is where the students learn to prepare normal and therapeutic diet. Students learn to prepare different types of exhibits for health education related to Nutrition and diet therapy. Under the guidance of a qualified dietician, they learn to prepare normal diet and therapeutic diet for various disease conditions without losing nutrients. Students also use this lab to prepare different types of exhibits required to conduct various health educational Programs.

- Maintaining Lab cleanliness with daily cleaning and mopping, maintaining adequate ventilation, water supply and proper lighting.
- Maintaining safety and proper working of equipment by keeping them in well protected cupboards and checking working condition of equipment.
- Taking monthly inventory of all articles.

#### **Activities**

- To introduce students about Cookery rules and Preservation of nutrients.
- To prepare and serve simple beverages and different types of foods.
- To aware about principles, methods of cooking and serving.

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- To give knowledge regarding calculation of balance diet for different categories of people
- To conduct nutrition Assessment
- To identify nutrition Diagnosis

### Guidelines for issuing the article

- Articles/ utensils for the cooking procedure and community activities are issued as per the need and number of students.
- Articles/ utensils are issued as per the request by the students.
- Article/ utensils Issuing Registers are maintained.
- Articles/ utensils are issued and received only by lab in charge.
- Once articles are replaced, they are re-checked for the working by the Lab In charge.
- In case damage or loss of an item, the student must replace with the same.
- Inventory register is maintained and inventory is taken monthly.
- If the article/ utensils is functionless then it will be sent for condemnation

### Guidelines for student behavior in the lab

- Users are advised to maintain sanity and cleanliness of the labs and maintain discipline while working in the labs to prevent untoward happenings.
- The users should follow rules for the efficient functioning of the labs and for the convenience of the co-workers.
- Students should wear lab coats or uniform when in the lab for class or self practice.
- Following are prohibited in the lab:
  - Bags
  - Mobile phones

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