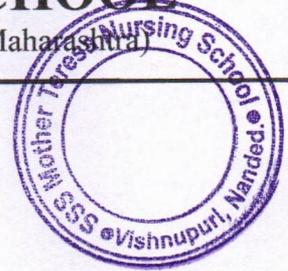




Sahayog Sevabhavi Sanstha's

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LIST OF AVAILABLE TEACHING-LEARNING FACILITIES

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**DETAILS FOR ICT ENABLED TOOLS USED FOR TEACHING
AND LEARNING**

Sr No	Name of Items	No. of Items
1	Overhead Projector	2
2	Overhead Projector portable laser	1
3	LCD Projectors	2
4	Laptops	4
5	Plasma T V	1
6	DVD Player with Remote	1
7	Tablets	1
8	DVD Writer enabled PCs	4
9	Bullet Board	2



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**CONSOLIDATED LIST DULY CERTIFIED BY HEAD OF THE
INSTITUTION**

Sr. No.	Details	Quantity
1	Classrooms	6
2	Seminar Hall	2
3	Auditorium	1
4	Laboratories	8



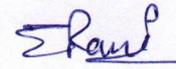
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LIST OF LABORATORIES

Sr No.	Name Laboratory
1	Nursing Foundation cum Medical Surgical Nursing Lab
2	Community Health Lab
3	Maternal And Child Health Lab
4	Nutrition Lab
5	Anatomy and Physiology Lab
6	Advanced Nursing Skill Lab
7	Computer Lab
8	A.V. AIDS Lab





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SOP For Maternal And Child Health Laboratory

1. Keep M.C.H. lab clean and tidy.
2. Before taking door key of M.C.H. lab, strictly inform to M.C.H. lab Incharge and make entry in the notebook.
3. Any articles taken from the M.C.H. lab, a written application should be handed over to the lab incharge mentioning the details of date, time and class issued for.
4. In case of any breakage or loss of articles should be reported to the lab Incharge and same item must be replaced before 15 days.
5. While replacing articles of M.C.H. lab it should be clean and all the articles should be counted properly and signature should take from lab Incharge.
6. All items should be taken only during college hours in presence of M.C.H. lab Incharge (Pelvis & Skull)
7. Switch off the lights, close the windows and fan before locking M.C.H. lab.
8. After using the lab key should be replaced to office immediately.
9. Be aware you are under CCTV surveillance.




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**LIST OF ACTIVITY IN MATERNAL AND CHILD
HEALTH LABORATORY**

Sr. No.	Name of Procedure
1	Positioning
	Supine
	Fowlers
	Semi-fowlers
	Lithotomy
	Trendelenberg
	Right lateral recumbent
	Left lateral recumbent
2	Personal care
	Hand washing
	Hair care
	Mouth care
	Menstruation hygiene
	Breast care
3	Comfort devices
	Air bed
	Bed cradle
	Back rest
4	Assessment of the patient
	Observation
	Palpation-Breast, Abdomen



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	Auscultation Reflexes and sensation Newborn Assessment
5	Patient mobility
	From bed to trolley
	From bed to chair
	From trolley to bed
6	Elimination
	Catheterization
	Enema
	Perineal care
	Episiotomy care
	Bowel wash
	Giving and removing bedpan
	Measuring of intake and output
7	Observation, recording and reporting
	Temperature
	Pulse
	Respiration
	Blood pressure
	Blood sugar level
8	Wound care
	Dressing
	Assisting in suturing & suture removal
9	Intravenous preparation of different strengths of IV fluids
10	Elimination
	Preparation and administration of Enema



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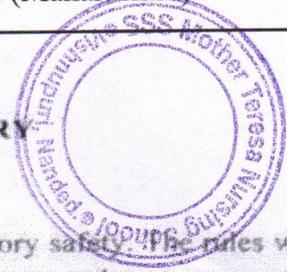
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	Rectal suppositories
11	Drug administration
	Drug calculation
	Oral
	Intravenous
	Subcutaneous
	Intramuscular
12	Immediate care
	Air way
	Breathing
	Haemorrhage
	Cord care



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SOP FOR ANATOMY LABORATORY



These rules aim to provide a general understanding of laboratory safety. The rules will familiarize students to work safely in a laboratory environment and as a preventive measure for accidents or incidents.

1. No food or drinks allowed.
2. Keep laboratory area clean, neat and uncluttered.
3. Turn off lights & fans after use.
4. Ensuring anatomical parts are placed correctly back into model.
5. Concern teacher should brief students on laboratory safety general regulations during the first laboratory lesson in the year; Ensure students have clearly read and understood the laboratory safety regulations.
6. All cupboards, with glass doors or metal doors or other types are labeled to assist in identification of its contents.
7. Prior taking of any item from anatomy lab, a written application should be handed over to the lab incharge mentioning the details of date, time and class issued for.
8. Any item taken from anatomy laboratory should be handle properly and replaced before or on the last day.
9. In case of any breakage or loss of item that should be reported to lab incharge and same item must be replaced before 15 days, or amount equivalent to the cost & postage or handling charges should be paid to the collage.
10. If changes found in fluid color of specimen jars, it should be immediately changed with Formalin & water 1:10
11. Anatomy lab articles if not replaced on last date, Rs10 should be fined per day.
12. Key should be kept in office and will be issued by office staff after permission of lab incharge.
13. Give explicit instructions, highlighting certain safety precautions to be exercised by students where appropriate, before students begin their laboratory work
14. Record and report all incidents/accidents that occur in the laboratory.

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.

1. Care must be taken when transporting the skeletal models around the room.
2. Permission has to be granted if a model has to be taken outside the Anatomy Laboratory.


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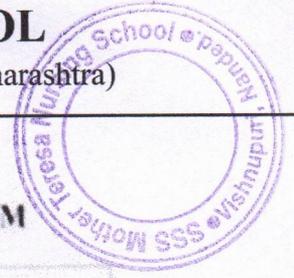
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17. Follow biomedical waste management.
18. Do not use betadine, iodine, lubrication, or any other solutions or ink on or near any manikin
19. No needles or sharps to leave the lab at any time under any circumstances. If a needle stick or other injury occurs, please notify to concerned faculty member immediately.
20. Report all accidents, injuries, and breakage of glass or equipment to instructor immediately.
21. Keep pathways clear by placing extra items (books, bags, etc.) on the shelves or under the work tables. If under the tables, make sure that these items cannot be stepped on.
22. Do not taste or smell chemicals.
23. Unauthorized experiments or procedures must not be attempted.
24. Keep solids out of the sink.
25. Leave your work station clean and in good order before leaving the laboratory.
26. Do not lean, hang over or sit on the laboratory tables.
27. Do not leave your assigned laboratory station without permission of the teacher.
28. Learn the location of the fire extinguisher, eye wash station, first aid kit and safety shower.
29. Follow all instructions given by faculty.
30. Learn how to transport all materials and equipment safely.
31. No eating or drinking in the lab at any time.
32. Dispose of any waste created in the lab properly. Make sure you know how to dispose of everything you plan on using in a lab before you get started.
33. Foundation laboratory is under CCTV surveillance.



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LIST OF ACTIVITY IN DEMONSTRATION ROOM

Sr. No.	Name of procedure
1	Bed making
	Bed making without patient
	Bed making with patient
	Cardiac bed
	Operation bed
	Divided bed
	Fracture bed
	Renal bed
	Bed making without patient
2	Personal Care
	Hand washing
	Mouth Care
	Bath
	<ul style="list-style-type: none">• With sponge• Medicated wet tissue
	Hair combing
	Hair wash
	Pediculosis Treatment
3	Positioning
	Recumbent
	Semi recumbent
	Fowler's
4	Comfort Devices
	Air cushion
	Back rest

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	Bed cradle
	Foot Boards
	Sand bags
5	Lifting & Moving of Patient
	From bed to chair & back
	From bed to trolley & back
	From trolley to chair & back
6	Assessment of Patient
	1. Observations
	2. Breast palpation in female patient
	3. Chest (Auscultation & percussion)
	4. Abdomen (Palpation & Percussion)
	5. Reflexes & sensations
7	Elimination
	Giving & removing bedpan
	Giving & removing urinal
	Perineal care
	Care of incontinent patient
	Insertion of indwelling catheter and catheter care
	Enema
	Glycerin enema
	Bowel wash
8	Observation, recording, reporting
	Temperature-oral / axillary
	Pulse
	Respiration
	Blood pressure
9	Nasogastric feeding
10	Care of Patient on Ventilator
	1. Tracheostomy care & suctioning

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	2. Endotracheal suctioning
	Intubation
	Defibrillator
	Central Venous/Arterial Lines
	CPR
11	Gastro-Intestinal System
	Ryle's tube
	Colostomy care
	Care of stoma
12	insertion
	Care of patient with skin traction
	Care of patient with skeletal traction removal
	Preparation for bone
	Surgery
	Electromyography
13	Wound care
	Wound dressing
	Diabetic wound care
	Burns dressing
	Assisting for suturing & suture removal
14	Intravenous preparation of different strengths of IV fluids.
11	Elimination
	Preparation & giving enema
	Rectal suppositories
12	Drug administration
	Drug calculations
	Oral

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SOP FOR NUTRITION LAB

1. Before entering in the nutritional lab everyone have to remove the shoes outside.
2. Clean, dry and replace the articles after the procedure.
3. Before taking cupboard key of nutrition lab strictly inform to nutritional lab Incharge and make entry in the notebook.
4. Any articles and utensils taken from the nutrition lab, a written application should be handed over to the nutrition lab Incharge.
5. Use Cap while cooking food in Nutrition lab.
6. In case of any damage or loss of articles and utensils, it should be reported to the lab Incharge and fine should be paid by respective class or students.
7. While replacing the nutrition articles and utensils, it should be clean and all the articles should be counted properly and sign should taken from the nutrition lab Incharge.
8. Follow biomedical waste management.
9. Ensure knob of cylinder and gas stove if off when leave the lab
10. Ensure the electric appliances are switched off when leave the lab.

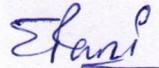


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SOP For Community Health Nursing Laboratory

1. Keep community lab clean and tidy.
2. Before taking key of CHN lab strictly inform the CHN lab in charge and make entry in the notebook.
3. Written application should give to the lab in charge before taking any articles from CHN lab. (Mentioning the details of date, time, list of articles and class issued for.)
4. All items should be taken only during college hours, in presence of CHN lab in charge or class co coordinator (in absence of CHN lab incharge).
5. In case of any breakage or loss of articles should be reported to lab incharge and same items must be replaced within 15 days.
6. While replacing articles of CHN lab it should be clean and all articles should be counted properly.
7. While replacing articles signature should be taken from lab in charge.
8. CHN inventory monitor should check articles regularly in presence of community lab in charge.
9. Switch of the lights close the windows and fan before locking the CHN lab.
10. After using the lab key should be replaced to office immediately.
11. Be aware you are under CCTV surveillance.




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List of Activity In Community Health Nursing Laboratory

Sr. No.	Name of procedure
A)	Survey
B)	Home Visit
C)	School Health Programme
D)	Street Play
E)	Health Talk
F)	Exhibition
G)	Bag Technique
1)	Vital Parameter
2)	New Born Assessment & Care
3)	Infant Assessment & Care
4)	Toddler Assessment & Care
5)	Pre-Schooler Assessment & Care
6)	Schooler Assessment & Care
7)	Physical Assessment & Care
8)	Antenatal Assessment & Care
9)	Postnatal Assessment & Care
10)	Geriatric Assessment & Care
11)	Nutritional Assessment & Care
12)	Blood Sugar Test
13)	Urine Albumin Test
14)	Urine Sugar Test
15)	Minor Dressing



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SOP FOR AUDIO VISUAL AIDS ROOM

Students need to be acquainted with the rules before embarking on any A.V. aids room utilization. Rules must be strictly adhered to in the A.V. aids room areas.

1. No food or drinks allowed.
2. Keep A.V. aids room area clean, neat and uncluttered.
3. Turn off lights & fans after use.
4. Ensuring particular A.V. aids are placed correctly back into place.
5. Concern teacher should brief students on A.V. aids safety general regulations during the first A.V. aids room lesson in the year. Ensure students have clearly read and understood the A.V. aids room safety regulations and signed on the relevant indemnity forms
6. Prior taking of any item from A.V. aids room; a written application should be handed over to the A.V. aids room incharge mentioning the details of date, time and class issued for.
7. Mention all details in A.V. aids utility register.
8. Any item taken from A.V. aids room should be handling properly and replaced before or on the last day.
9. In case of any breakage or loss of item that should be reported to A.V. aids incharge and same item must be replaced within 15 days, or amount equivalent to the cost & postage or handling charges should be paid to the college.
10. Care must be taken when transporting the models around the room or outside the room.
11. Permission has to be granted if a model has to be taken outside the room.
12. If A.V. aids are not replaced on time as per the application, Rs10 should be fined per day.
13. A.V. aids' room key should be kept in office and will be issued by office staff after permission of A.V. aids room incharge.
14. Record and report all incidents/accidents that occur in the A.V. aids room.
15. Give your feedback regarding the A.V. aids room utilization at least once in a month in feedback register.