



மனோன்மணியம் சுந்தரனார் பல்கலைக்கழகம்  
**MANONMANIAM SUNDARANAR UNIVERSITY**

**SYLLABUS FOR DIPLOMA IN HUMAN CARE  
PROGRAM OFFERED THROUGH DIRECTORATE OF VOCATIONAL  
EDUCATION (COMMUNITY COLLEGES AND VOCATIONAL SKILL  
DEVELOPMENT CENTRES) FROM 2019 - 2020**



கல்விசார் நிலைக்குழுக் கூட்டம்

**MEETING OF THE STANDING COMMITTEE ON  
ACADEMIC AFFAIRS HELD ON FRIDAY  
THE 28<sup>th</sup> JUNE 2019**

**DIPLOMA IN HUMAN CARE**

மனித பராமரிப்பு பட்டயம்

**SCHEME OF EXAMINATION**

Subject Code	Title Of The Course	Credit	Hours	Passing Minimum
<b>SEMESTER I</b>				
C19HC11/E19HC01	Anatomy and Physiology	6	90	40/100
C19HC12/E19HC02	Fundamental of Health	6	90	40/100
C19HC13/E19HC03	Environment and Health	6	90	40/100
C19CE10/E19CE10	Communicative English	6	90	40/100
C19HCP1/E19HCP1	Practical I – Basic Procedures	4	120	40/100
<b>SEMESTER II</b>				
C19HC21/E19HC04	Nutrition	6	90	40/100
C19HC22/E19HC05	First Aid	6	90	40/100
C19LS23/E19LS05	Life Skill	6	90	40/100
C19HCP2/E19HCP2	Practical II – Advanced Procedures	4	120	40/100
C19HCPW/E19HCPW	Project/Internship – Patient Care	10	150	40/100

**Eligibility for admission:** Pass In 12<sup>th</sup> Std., Examination Conducted by the Govt. of Tamil Nadu Board of Secondary Education, Government of Tamilnadu (or) Any Other Equivalent Examination

**Examination:** Passing minimum for each Course is 40%.classification will be done on the basis percentage marks of the total marks obtained in all of the Courses and given as below:

- 40% but less than 50% - Third Class
- 50%but less than 60% - Second Class
- 60% and above - First Class

Theory Paper

Internal Marks-25

External Marks-75

## **SYLLABUS**

### **SEMESTER I**

Course I	:	Anatomy and Physiology
Course II	:	Fundamental of Health
Course III	:	Environment and Health
Course IV	:	Communicative English
Course V	:	Practical I- Basic Procedures

### **SEMESTER II**

Course VI	:	Nutrition
Course VII	:	First Aid
Course VII	:	Life Skill
Course IX	:	Practical II- Advanced Procedures
Course X	:	Project/Internship - Patient Care

**\*(Semester Pattern for Community College Only)**

### **Program Objectives**

- Communicate effectively using interpersonal skills.
- Safely perform and prioritize appropriate human care skills.
- Employ appropriate thinking to safely and effectively provide human care.

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**Semester I  
Course I**

(C19HC11/E19HC01)**Anatomy and Physiology**

**Objectives:**

- The student know about the basics of anatomy
- To understand the function of various structure of the human body

**Unit I**

**18 Hrs**

The Body as a whole - Cavities of the body and their Contents – Cells and tissues – Organs and systems – The skin and appendages – Structure and function of skeleton - The skull – The Vertebral column – The Thorax – Bones of the upper limbs – Bones of the lower limbs.  
Joints and Muscles – Types of Joints – The muscular system.

**UNIT II**

**18 Hrs**

Nervous system– The brain – cerebrum – cerebellum – mid brain – brain stem – pons and Medulla.  
The spinal cord and spinal nerves - The meninges and cerebrospinal fluid.  
The eye – The ear – The sense of smell and taste

**UNIT III**

**18 Hrs**

Circulatory system -The blood – Blood clotting – Blood grouping – Cross matching - The heart and blood vessels.  
Respiratory System-The nose pharynx – larynx – The Trachea – Bronchi – Lungs.

**Unit IV**

**18 Hrs**

Digestive System – structure and functions-The mouth – pharynx – Oesophagus – The stomach – small intestine- large intestine –rectum-anus- liver-salivary glands-gall bladder-pancreas

**Unit V**

**18 Hrs**

The Endocrine glands – Thyroid – Parathyroid – Pituitary – Adrenal gland.  
Male and female reproductive system,– The Excretory system –Kidneys- ureters-urinary bladder-urethra- Urine and micturation - water and salt balance

**Reference Books**

- Text Book for health workers – A.M Chalkey Vols I & II
- Manual for Health worker –Ministry of Health and Family welfare
- Bruce Forciea (2012) An text of Human Anatomy and Physiology, Creative Commons Attribution
- Eldon D Enger, FC Ross and DB Bailey (2005) Concepts in Biology, (11thEdn), TMH
- Tortora Gerald J and Bryan Derrick son (2014) Anatomy and Physiology, India Edn, Wiley India

**COURSE II**  
(C19HC12/E19HC02)**Fundamentals of Health**

**Objectives**

- The student know about assessment of patient, care of patient ,basic needs and maintaining health.
- To improve skill to taking care of patient

**Unit I**

**18 Hrs**

Vital signs-temperature-pulse-respiration – Blood pressure – weight checking – height checking – history taking –methods of physical examination-types of positions-preparation for diagnostic procedures

**Unit II**

**18 Hrs**

Drugs-uses-sources-classification of drugs-routes of administration-oral medication – injection – infusion – hot and cold application –dressing of a wound-- Types of record – types of Reports.

**Unit III**

**18 Hrs**

Hand washing technique – use of gloves – use of masks in medical asepsis - mask – gloves – gowns for surgical use – surgical hand scrub – handling the sterile articles-admission of patient - discharge of patient-death care.

**Unit IV**

**18 Hrs**

Care of the skin – Care of the hair –pediculosis treatment Care of the mouth – Care of pressure sore – meeting eliminational needs –urine test-collection of specimen- bed making - Use of comfort device.

**Unit V**

**18 Hrs**

Enema – bowel wash – oxygen administration – ryles tube feeding – Catheterization-nebulizer-assisting for vaginal –rectal examination-lumbar puncture-pre and post operative care.

**Reference Books**

1. Text Book for health workers – A.M Chalkey Vols I & II
2. Introduction to patients care – Dugas
3. Manual for Nursing procedures –Teluram
4. Manual for Health worker –Ministry of Health and Family welfare
5. Potter and Perry's Fundamentals of Nursing: Second South Asia Edition4
6. Principles & Practice Of Nursing Vol 1 Nursing Arts Procedures Sr.Nancy 7th Edition

## **COURSE III**

### (C19HC13/E19HC03)**Environment and Health**

#### **Objectives**

- The Student gain knowledge about environment and personal hygiene
- To prevent spread of infection in environment

#### **Unit I**

**18 Hrs**

Environmental sanitation and health-safe water supply-sources of water in the community-the problems of impure water-protection of water supply and purification methods-use of water in prevention and treatment of illness

#### **Unit II**

**18 Hrs**

Disposal of refuse and excreta-types of refuse-health hazards-method of disposal of dry refuse-methods of disposal of wet refuse and excreta

#### **Unit III**

**18 Hrs**

Food and milk sanitation-community measures for safe food and milk-safety of food in bazaars stores and eating places-disease caused by contaminated food and milk and specific preventive measures

#### **Unit IV**

**18 Hrs**

Housing regulations in the community-standards of housing-ventilation-lighting-diseases and accidents due to poor housing.

#### **Unit V**

**18 Hrs**

Control of insects, rats and stray dogs-diseases caused by insects-diseases caused by rodent and stray dogs-control measures to be taken by the community.

#### **Reference Books**

1. Text Book for health workers – A.M Chalkey Vols I & II
- 2 Manual for Health worker –Ministry of Health and Family welfare
3. Goodman RA, Bunnell R, Posner SF (October 2014). "What is "community health"? Examining the meaning of an evolving field in public health".Preventive Medicine. 67 Suppl 1: S58–61.
4. Elias Mpofu, PhD (2014-12-08). Community-oriented health services : practices across disciplines. Mpofu, Elias. New York, NY. ISBN.
5. " Pearce J, Witten K, Bartie P (May 2006). "Neighbourhoods and health: a GIS approach to measuring community resource accessibility"

**Course IV**  
**(C19CE10/E19CE10) Communicative English**

**1. Basic Grammar:**

- a. Review of grammar
- b. Remedial study of grammar
- c. Simple sentence
- d. Word passive voice etc.

**2. Bubbling Vocabulary:**

- a. Synonyms
- b. Antonyms
- c. One – work Institution

**3. Reading and Understanding English**

- a. Comprehension passage
- b. Précis – writing
- c. Developing a story from hints.

**4. Writing English**

- a. Writing Business letters.
- b. Paragraph writing
- c. Essay writing
- d. Dialogue writing

**5. Speaking English**

- a. Expressions used under different circumstances
- b. Phonetics

**Reference :**

1. V.H.Baskaran – “English Made Easy”
2. V.H.Baskaran – “English Composition Made Easy”  
(Shakespeare Institute of English Studies, Chennai)
3. N.Krishnaswamy – “Teaching English Grammar”  
(T.R.Publication, Chennai)
4. “Life Skill” – P.Ravi, S.Prabakar and T.TamzilChelvam,  
M.S.University, Tirunelveli.

**COURSE V**  
**Practical I**

(C19HCP1/E19HCP1)**Basic Procedures**

- History taking and physical examination
- Vital Signs
- Height, Weight Monitoring
- Blood Pressure
- Pulse
- Temperature
- Respiration
- Hygienic Procedure:
- Oral Hygiene
- Sponge Bath
- Hair Wash
- Pressure Sore Care
- Giving bed pan and urinal
- Feeding
- Hot and cold applications
- Back care
- Nail care
- Bed making-4types



**Semester II  
COURSE VI**

(C19HC21/E19HC04)**Nutrition**

**Objectives**

- The student gain knowledge about basic nutritive values
- To gain information about nutritional problem.

**Unit I**

**18 Hrs**

Classification and functions of food nutrients – carbohydrates – protein –fat – vitamins – minerals – water and cellulose – good nutrition – mal nutrition

**Unit II**

**18 Hrs**

Nutritive value of foodstuffs – the balanced diet – food groups for the family – cultural factors – food fads and habits – calorie intake for the venerable groups – sample balance diet – special diet for the patient.

**Unit III**

**18 Hrs**

Protein energy malnutrition – vitamins deficiencies – mineral deficiencies – anemia in women – Health worker Role in prevention of deficiencies and mal nutrition.

**Unit IV**

**18 Hrs**

Food adulteration – selection – storage – preparation of foods – methods of cooking – preservation of foods.

**Unit V**

**18 Hrs**

Nutrition education - principles of nutrition education - methods and media used for nutrition education – types of diets – diets in special condition – preparation of special diets.

**Reference**

1. Text Book for health workers – A.M Chalkey Vols I & II
2. Manual for Health worker –Ministry of Health and Family welfare.
3. Food Science and Nutrition” by SunetraRoday
4. Fundamentals of Foods, Nutrition and Diet Therapy” by Sumati R Mudambi, 5 Food Science, Nutrition and Safety” by Suri/ Malhotra ...

**COURSE VII**  
(C19HC22/E19HC05)**First Aid**

**Objectives:**

- The student know about the basics technique about problems.
- The students gain knowledge about prevent dangerous health problems

**Unit I**

**18 Hrs**

First aid – golden rules of first aid – life savings measures – principles of First aid, Dressing and bandages – first aid supplies and kit

**Unit II**

**18 Hrs**

First aid in injuries of the skin – wounds – burns – scalds. Bites and stings – dog bite – snake bite – scorpion bite.

**Unit III**

**18 Hrs**

Fractures – types of fractures – management for fractures Uses of splints – fracture of Rib – fracture of collar bone – Fracture of upper arm and lower arm – Pelvis fracture – femur fracture. Transport of casualties – cradle method – Human Crutch – Pick – a – back –fireman lift.

**Unit IV**

**18 Hrs**

First aid in loss of consciousness – unconscious persons – fainting –effect of excessive heat – sign and symptoms of shock – treatment of shock –electric shock –Cardiopulmonary resuscitation. First aid for foreign bodies in the eye, ear, nose, throat

**Unit V**

**18 Hrs**

First aid -general signs and symptom of haemorrhage –External haemorrhage – internal haemorrhage – bleeding from special organs.

**Reference Books**

1. Text Book for health workers – A.M Chalkey Vols I & II
2. First aid book for Johns Ambulance
3. Emergency First Aid: The Authorized Manual Of St.
4. Basic Illustrated Wilderness First Aid (Basic Essentials Series) ..
5. ACEP First Aid Manual, 5th Edition. Bushcraft

**COURSE VIII**  
**(C19LS23/E19LS05)Life Skill**

**I Life Coping or adjustment**

- (a) External and internal influence in one's life
- (b) Process of coping or adjustment
- (c) Coping with physical change and sexuality Coping with stress
- (d) shyness, fear, anger far live and criticism.

**II Attitude**

- (a) Attitude
- (b) Self acceptance, self – esteem and self actualization
- (c) Positive thinking

**III Problem Solving**

- (a) Goal Setting
- (b) Decision Making
- (c) Time Management and stress Management.

**IV Computers**

- (a) Introduction to Computers
- (b) M.S.Office
- (c) Power Point

**V Internet**

- (a) Introduction to internet
- (b) E – mail
- (c) Browsing

**References:**

- 1) Life Skill Programme course I & II by Dr. Xavier Alphona MCRDCE Publications. R.K.Mutt Road, Chennai – 28
- 2) ஆளுமைபண்புவளர்த்தல் மற்றும் தகவல் தொடர்பு by M.Selvaraj Community College,Palayamkottai
- 3) “Life Skill” –P.Ravi, S.Prabahar&T.TamilChelvam, M.S. University, Tirunelveli

**COURSE IX  
PRACTICAL II**

(C19HCP2/E19HCP2)**Advanced procedures**

- Oral medication
- Oxygen therapy
- Ryle's tube feeding
- Perineal care
- Baby bath
- Enema
- Nebulizer
- Hand washing
- Mask, gown, gloving techniques
- Urine test-sugar and albumin
- Wound dressing
- Preparation for IV infusions
- Subcutaneous injection-insulin
- Catheterization & Checking blood sugar-glucometer
- Catheter Care

**REFERENCE**

1. Text Book for health workers – A.M Chalkey Vols I & II
2. Introduction to patients care – Dugas
3. Manual for Nursing procedures – Teluram
4. Manual for Health worker – Ministry of Health and Family welfare
5. Potter and Perry's Fundamentals of Nursing: Second South Asia Edition 4
6. Principles & Practice Of Nursing Vol 1 Nursing Arts Procedures Sr.Nancy 7th Edition

**COURSE X**

(C19HCPW/E19HCPW)**PROJECT/INTERNSHIP- Patient Care**

**GENERAL PATIENT CARE**

- MINI PROJECT-TYPES OF DIET
- DIABETIC DIET
- SALT RESTRICTED DIET
- FLUID PLAN
- LOW PROTEIN DIET
- HIGH PROTEIN DIET
- SOFT SOLID DIET
- FLUID DIET
- LOW RESIDUE DIET

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