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Solon, Lindy

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Guide for Teachers and Students.

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Illinois Professional and Curriculum Development Unit

for Vocational and Technical Education,

Springfield.

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*Annotated Bibliographies; *Health Occupations;

*Instructional Materials; *Paramedical Occupations; Post Secondary Education; *Secondary Education;

Vocational Education

ABSTRACT

The bibliography is designed to assist teachers and students at the secondary level in selecting printed and audiovisual materials related to health occupations. The 115 items relate to the following occupations: dental assistant, medical laboratory aide, practical nurse, nurse assistant, rehabilitation aide, physical therapy aide, radiologic aide, health care aide; respiratory therapy aide, medical assistant, mortuary aide, pharmacy aide, recreational therapy aide, and geriatric aide. The six-digit coding system used for arranging the bibliography consists of a numerical listing with a Health Occupations (HO) prefix. It is compatible with the ERIC system, allowing for cross referencing and expansion. An index lists the code numbers according to student or teacher materials. A two-page form is included for each document. The first page, which has the HO number and the OE code number for the occupations category, indicates: the title, name of developer or author, type of material, type of student or teacher who could use the item, if training is required for optimum use, availability of consulting services, copyright restrictions, provisions for acquiring, and an ordering address. The second page very briefly describes the document and 'its format and provides evaluator's comments. (MS)

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An Annotated Bibliography for Health Occupations:

A Guide for Teachers and Students

bу Dr. Lindy Solon

Department of Curriculum and Instruction College of Education Chicago State University

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in cooperation with the Professional and Curriculum Development Unit Division of Vocational and Technical Education Board of Vocational Education and Rehabilitation Illinois Office of Education

July 1975

ACKNOWLEDGEMENTS

The Project Director is very grateful to the following members of the "Jury of Health Occupations Experts" who evaluated the many pieces of printed, and audio-visual materials that are included into this bibliography:

Margaret Davis Belleville Township High School East

Janet Foreman Glenbard West High School

Mary Larson Decatur Area Vocational Center

Francis McCann
Assistant Dean, Health Careers
Triton Junior College
Thelma Mitten
Kankakee Area Vocational Career Center

Phillip N. Brunner Department of Public Health State of Illinois

Also a special thanks goes to the health consultants of DVTE who spent additional time and efforts in advising and directing each phase of the project:

Mary Lou Shea Julie Larson Rebecca Douglas

Thanks to Mr. Lonnie M. Hart, Project Coordinator, DVTE and Willam Reynolds for their administrative assistance.



FOREWARD

This Guide is designed to assist teachers and students at the secondary level in selecting printed and audio-visual materials that are related to secondary health occupations. The following suggested course sequence is applicable:

> 9th Grade: Introduction to Health Occupations 10th Grade: Health Occupations Orientation Core 11th Grade: Health Occupations Core of Skills 12th Grade: Specific Job Skill Training

The following is a listing to the various health occupations catagories and related O.E. Code numbers used in this document:

O.E.Code	Occupation Title
07.0101	Dental Assistant (Aide)
07.0203	Medical Laboratory Assisting (Aide)
07.0302	Practical Nursing
07.0303	Nurse Assistant (Aide-Orderly)
07.0400	Rehabilitation Aide
07.0402	Physical Therapy Aide
07.0500	Radiologic Aide
07.0900	Health Care Aide (Instructional Methods)
07.0903	Respiratory Therapy Aide (Inhalation Therapy Aide)
07.0904	Medical Assistant
07.0909	Mortuary Aide
07.0910	Pharmacy Aide
07,0911	Recreational Therapy Aide (Occupational Therapy Aide)
07.0912	Geriatric Aide



TABLE OF CONTENTS

HOW TO USE THIS DOCUMENT. . .

This document is indexed in a format compatible to that utilized by the Eric System. You will notice in the last paragraph of page one of the "Abstract Form" a place is provided for an Eric Number. Although only a few abstracts listed in this publication presently carry the Eric Number, future revisions will be cross referenced with the existing Eric System.

The coding system used for this document is simply a numerical listing of the content of the publication. The index number in the upper right hand corner of each page can be used in the same manner as a page number is used. The six digit code was selected because (1) it is compatible with the Eric System (2) it allows each entry to be cross indexed, and (3) it provides for future expansion of the document up to 999,999 entries. The (HO) prefix is a descriptor which identifies the bibliography as a Health Occupations publication. The (OE) prefix identifies the occupations category.

To use the document simply peruse the table of contents to find the section which contains abstracts in your area of concern. For instance, Health Occupations. Once you have located this section in the table of contents, you use the HO 000 000 number(s) contained therein in the same manner you would use page numbers. Each number listed within a category means there is a detailed abstract of curriculum materials which has direct relationship to that specific subject area.

TEACHER HEALTH OCCUPATIONS MATERIALS

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STUDENT HEALTH OCCUPATIONS MATERIALS

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	062	078	082	083	084	088	091	095	098	100
	102	104	105	106	107	108	112	113	114	115



MATERIALS ABSTRACT

Date déveloped and/or revised: 1974

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MAT	ERI.	ALS

A Critical Analysis of a New Model
For Occupational Therapy Education:
Its Applicability for Other
Occupations and Systems

OE 07, 0911

__Sizo

NAME National Committee on Employment of OF Youth of The National Child Labor DEVELOPER(S) Committee AUTHOR(S) TYPE OF MATERIALS: [] Health Occupation Education Career Education 2 Paper Bound ☐ Hardcopy □Video Tape ☐ Film ☐ Slides & Film Strips _65 Pages _ Pages -___Minutes __Minutes __Color ___B & W ___B & W ___B & W ___Color __Color __ Frames

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IS TRAINING REQUIRED FOR OPTIMUM USE OF THESE MATERIALS? () No.

ARE CONSULTING SERVICES AVAILABLE? (')Yes (X)No

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If Yes, Please Fill Out This Section.

By whom:

Other comment:

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PROVISIONS FOR ACQUIRING MATERIALS:

☐ Purchase (Unit cost \$_____) ☐ Rent (Unit cost \$_____) ☑ Free ☐ ERIC Number

[] Other Explain

[] Sets

TO ORDER, PLEASE CONTACT: J.C. Ferguson Publishing Company

6 North Michigan Avenue Chicago, Illinois 60602



Audio ()Yes ()No

INTRODUCTION:

A report of a "Symposium on Occupational Therapy Education" sponsored by the National Committee on Employment of Youth.

FORMAT:

Edited minutes of the symposium, reports.

EVALUATOR'S COMMENTS:

Valuable to a school system attempting to institute an occupational therapy program or revise an existing program. Very tedious reading.

Name of State			
Agency			
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MATERIALS ABSTRACT

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Abstract Prepared in 1975

INTRODUCTION: '

Project report on improving the credentialing procedures and criteria for paraprofessionals in health occupations.

FORMAT:

The report centered around the development of new options for the four occupations: addiction services, child development, occupational therapy, and teaching.

EVALUATOR'S COMMENTS:

Valuable tool for a person reviewing manpower needs, use and effectiveness.

STATE SUBMITTING ABSTRACT

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MATERIALS ABSTRACT

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EASE CONTACT: Trade and Industri	ial Instructional Laboratory	
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INTRODUCTION:

This book is related to the major duties and occupational tasks performed by dental assistants in Ohio. It includes a detailed list of tasks and an analysis of each as they relate to dental assistant training.

FORMAT:

The book is divided into the following sections: Job Description, Duties, and Task Statements. Each statement is divided into the following categories: Tools, Equipment, Materials, Objects Acted Upon, Performance Knowledge, Safety Hazard, Science, Math-Number Systems, and Communication.

EVALUATOR'S COMMENTS:

Very helpful aid in developing curriculum and planning course outlines for dental assisting programs at the secondary level.

Name of State		,		
Agency	•			
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MATERIALS ABSTRACT

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TITLE OF MATERIALS	Nursing Procedures for the Practical Nurse	OE 07.0302
÷	Date developed and/or revised: 1974	
~ ·		
NAME OF DEVELOPER(S)	The Instructional Materials Laboratory, Trade and Industrial Education, The Ohio State University	, , , , , , , , , , , , , , , , , , ,
OR AUTHOR(\$)		
TYPE OF MATE	RIALS:	Career Education
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		_) □ Free. □ ERIC Number
TO ORDER, PLE	ASE CONTACT: Trade and Industrial Insti- 1885 Neil Avenue The Ohio State University Columbus, Ohio 43210	ructional Materials Laboratory



INTRODUCTION:

This is an instructional manual for students containing basic nursing procedures required for practical nurse training.

FORMAT:

Each nursing procedure sheet gives the recommended step-by-step method for completion on a perforated page with punched notebook holes. Key points are listed and stressed with an assurance of safety for both patient and practical nurse.

EVALUATOR'S COMMENTS:

The lesson plan guides are a valuable aid in teaching methodologies and techniques that are the normal responsibilities of the practical nurse. An excellent book for upper secondary students. Mostly printed materials with a few diagrams illustrating key points.

Name of State		1			
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Agency	State Dep	artment	of Education	n, DVTE	•
Address	Columbus,	0hio	43210		
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MATERIALS ABSTRACT

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MATE	RIALS

Instructor Guide A-2: Practical Nursing Guide In-Service Education

OE 07.0302

Date developed and/or revised: 1974

40 000 0F

NAME OF DEVELOPER(S)

AUTHOR(S)

OR

The Instuctional Materials
Laboratory, Trade and Industrial
Education, The Ohio State University

TYPE OF MATERIALS: Mealth Occupation Education [] Career Education ☐ Hardcopy Paper Bound □Video Tape ☐ Film ☐ Slides & Film Strips 49 Pages __ Pages ____Minutes ___Minutes ____Color ____B & W ____B & W ___B & W ___Color ___Color Frames [.] Sets __Size Audio ()Yes ()No · FOR STUDENT USE: ☐ Regular ☐ Disadvantaged ☐ Handicapped ☐ Other **TARGET** / 2VEL OF STUDENT: [] 9-10 [] 11-12 [] Other IS TRAINING REQUIRED FOR OPTIMUM USE OF THESE MATERIALS? Yes () No ARE CONSULTING SERVICES AVAILABLE? ()Yes (X)No . If Yes, Please Fill Out This Section: By whom: Other comment: COPYRIGHT RESTRICTIONS: () Yes No () None Stated PROVISIONS FOR ACQUIRING MATERIALS: Purchase (Unit cost \$ 1.00) Rent (Unit cost \$ ____) Free ☐ ERIC Number ☐ Other Explain TO ORDER, PLEASE CONTACT: Trade and Industrial Instructional Materials Laboratory 1885 Neil Avenue The Ohio State University



Columbus, Ohio

INTRODUCTION:

This guide is to assist the beginning instructor in teaching practical nursing. It is designed to help the teacher develop an understanding of the teaching-learning process as well as development of skills in using methods basic to successful teaching at the secondary level.

FORMAT:

The guide is developed around various topics related to a four-step teaching plan. It makes a convenient frame of reference around which to introduce concepts and methods to the beginning teacher. A series of problems are included at the end of each topic that requires the in-service teacher to think through the reasons for recommended techniques as well as providing actual practice in applying the methods described. The fourth step of the teaching plan is that of evaluation but was purposely omitted since it is included in the end-of-the-year evaluation of the in-service program,

EVALUATOR'S COMMENTS:

Requires an extensive nursing library due to many of the assignments. Designed strickly for in-service education to prepare the R.N. to become a competent classroom teacher.

Name of State		*	•		
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MATERIALS ABSTRACT

TITLE OF MATERIALS

Handbook for Instructors and Course Outline for Occupational Therapy Assistants

Date developed and/or revised: 1970

OE 07. 0911

900 000 OF

NAME OF DEVELOPER(S)

> OR AUTHOR(S)

State of `Tennessee Board for Vocational Education Health Occupations Service

TYPE OF MATE	RIALS: 🔀 Health	Occupation Education	[] Career Education		
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P.O. Box 1114, Murfreesboro,

Division of Vocational and Technical Education

47

INTRODUCTION:

The Tennessee Hospital Association and other medical organizations became aware of the shortage of registered occupational therapist and set up plans to develop a handbook on the training of occupational assistant therapists.

FORMAT:

The course outline for training physical therapists includes Philosophy, Objectives, Definitions, Advisory Committee, Faculty, Minimum Physical Facilities, Requirements for Applicants, Requirements for Certification, Student Expenses, Description of Courses and the Instructional Outline.

EVALUATOR'S COMMENTS:

Good resource material for designing curriculum for the twelfth grade level and above.

Name of State	M
	Tennessee
Agency	
	State Board for Vocational Education
	Deace Board for Votational Dissertion
Address	*
	M.O. Box 1114, Murfreesboro, 37130



MATERIALS ABSTRACT

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TITLE	Handbook for Stud	ent Practical	OE 07.	0302
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	Date developed and/or revis	sed: 1974		
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TO ORDER, PLI	EASE CONTACT: Tenn	essee State Boar	d for Vocational	Education
	* Divi	sion of Vocation	al and Technical	Education
	P.O.	Box 1114, Murfr	eesboro, 3713	30



INTRODUCTION:

This is a "Student Practical Nurse Handbook" to be used in introducing them into the nursing program. It can be used by high school dropouts, graduates, adults and unemployed.

FORMAT;

The handbook includes a Preface, Philosophy and Purpose of Vocational Education, Practical Nursing Philosophy, Objectives, History, Selection of Nurses, Uniform and Expenses, etc.,

EVALUATOR'S COMMENTS:

None

Name of State	Tennessee
Agency State Board for Vocational Education	
Address	P.O. Box 1114, Murfreesboro, 37130
	Phone AC/



MATERIALS ABSTRACT

	1 /		•		•
TITLE OF MATERIALS	Practical Nurse E	ducation:	OE	07.0302	
	Date developed and/or revi	sed: 1966		•	
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NAME OF DEVELOPER(S)	Tennessee State B Vocational Educat Health Occupation	ion			
OR AUTHOR(S)				•	
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INTRODUCTION:

The tests provided in this booklet are to be used as an aid to the practical nursing instructor and not as final examination in the units. It is hoped that these tests will be helpful in planning tests and examinations.

FORMAT:

The unit texts are arranged in multiple choice, matching, completion, best choice. They cover all the units related to practical nurse education. An answer booklet is included.

EVALUATOR'S COMMENTS:

Generally for use above 12th grade level but an excellent resource for text design.

gency	State Board for Vocational Education
ddress	P.O. Box 1114, Murfreesboro, 37130



Date developed and/or revised:

MATERIALS ABSTRACT

TITLE OF MATERIALS Guidelines and Course Outline For Nursing Assistant Health Occupations

.

OE 07.0303

10,000 009

NAME OF DEVELOPER(S) Tennessee State Board for Vocational Education Health Occupations Service

OR AUTHOR(S)

TYPE OF MATE	RIALS: Mealth	Occupation Education	[] Career Education	on .
☐ Hardcopy	Paper Bound	∵ □Video Tape	□ Film	☐ Slides & Film Strips
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Abstract Prepared in 1975

37130

Division of Vocational and Technical Education

P.O. Box 1114, Murfreesboro,

INTRODUCTION:

This course outline is a result of the need for preparation of health care workers to assist R.N.'s and L.P.N.'s at the bedside of the patient. It is designed to be used by health and educational agencies in organizing classes.

FORMAT:

The course outline includes Philosophy, Definitions, Objectives, Qualifications for Instructors, Requirements for Applicants, Advisory Committee, Organization of a Nursing Assistant Program, Description of the Program and Units of Instruction and Clinical Experience.

EVALUATOR'S COMMENTS:

An excellent resource book in designing curriculum guides for upper secondard level students.

Name of State	
	Tennessee
Agency	State Board for Vocational Education
Address	P.O. Box 1114, Murfreesboro, 37130
	Phone AC/



MATERIALS ABSTRACT

TITLE OF MATERIALS	Lesson Plans: Nursing of Childre	<u>en</u>	OE 07. 0)303
MATERIALS .	Date developed and/or revis	ed: 1967	, <u>, , , , , , , , , , , , , , , , , , </u>	• .
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OR AUTHOR(S)				· :
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INTRODUCTION:

This "Lesson Plans" book was prepared to serve as an instructional tool for practical nurse teachers. It is to be used as a guide in making daily lesson plans.

FORMAT:

The course outline includes Lesson Objectives, References, Materials, Instructional Aids, Outline of Pertinent Materials to be Presented, Application and Tests and Summary.

EVALUATOR'S COMMENTS:

An excellent resource book for 12th grade as well as for the LRN level.

Name of State	Tennessee	
Agency State Board for Vocational Education		
Address *	P.O. Box 1114, Murfreesboro, 37130	
	Phone AC/	



MATERIALS ABSTRACT

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TITLE	Guidelines and Course Outline:	
OF	Geriatric Nursing Assistant	OE 07. 0912
MATERIALS		
	Date developed and/or revised: 1967	·
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NAME OF	Tennessee State Board for Vocational	
DEVELOPER(S)	Education, Health Occupations Service	, "
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	Division of Vocational ar	
, a	P.O. Box 1114 Murfreesh	- T



INTRODUCTION:

This guide for "Geriatric Nursing Assistant" is an attempt to prepare teachers in the writing of daily lesson plans for classroom instruction.

FORMAT:

The guide is divided into a curriculum for geriatric nursing that includes seven units and suggested hours for teaching, possible textbooks for students, teaching aids as well as Definitions, Objectives, Philosophy, Advisory Committee, Qualifications of Instructors, Minimum Physical Facilities, Requirements of Applicants, and Supervised Clinical Facilities.

EVALUATOR 'S COMMENTS:

An excellent resource book for geriatric nursing assistant preparation at the 12th grade level and above.

Name of State	Tennessee	
Agency	State Board for Vocational Educ	cation
Address	P.O. Box 1114, Murfreesboro,	37130
	Phone AC/	`.

MATERIALS ABSTRACT

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TITLE OF MATERIALS	Lesson Plans: Behavior and Working Relations	OE 07.0302
	Date developed and/or revised: 1967	
NAME OF DEVELOPER(S)	Tennessee State Board for Vocational Education Health Occupations Service	
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INTRODUCTION:

This book serves as a guide for the instructor in making daily lesson plans for student practical nurses. The amount of class time is determined by the instructor.

FORMAT:

The book is designed with topics as individual units. Each is numbered, has a lesson name, aim of lesson and materials. The lesson is divided into steps for Introduction, Presentation, Application, Test and Summarization of Lesson.

EVALUATOR'S COMMENTS:

Good resource book for grade twelve teachers and above.

Name of State	Tennessee		
Agency	State Board of Vocational Education		
Address .	P.O. Box 1114, Murfreesboro, 37130		
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MATERIALS ABSTRACT

	Lesson Plans:	Nutrition and Diet		
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P.O. Box 1114, Murfreesboro,

37130

INTRODUCTION:

This guide is to assist instructors in preparation of their lesson plans for "Nutrition and Diet Therapy". The plans vary in length and content so that the individual instructor can delete materials or add at their convenience.

FORMAT:

The guide is divided into two parts. Part I are lesson plans in nutrition and Part II are lesson plans in diet therapy. Each lesson plan includes the Name of the Lesson, Aims of Lesson, Materials, and Instructional Aids.

EVALUATOR'S COMMENTS:

Some materials for demonstrations are listed but no student activities noted. These would enhance the guide for teachers.

Name of State	Tennessee	
Agency	Tennessee Board of Education	
Address	P.O. Box 1114, Murfreesboro 37130	
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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

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OR		
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Vocational Curriculum Laboratory P.O. Box 1114 Murfreesboro, Tennessee 37130 continued on reverse side

Abstract Prepared in 1975 _ *

INTRODUCTION:

Two part lesson plan guide for teachers of practical nursing. Book covers the usual field of medical-surgical nursing topics.

FORMAT:

Each Lesson includes the Name of the Lesson, Aim of Lesson, Materials, Instructional Aids, References as well as the individual steps and key points.

EVALUATOR'S COMMENTS:

The part on Applications seems weak with few student activities as suggested in the lesson plans. An exception to this is Part I; Lesson 5: "Nursing Conditions of the Lower Respiratory Tract" in which the students are asked to demonstrate related procedures such as administration of oxygen and postural drainage.

Name of	Tennessee .
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Address	P.O. Box 1114, Murfreesboro 37130
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MATERIALS ABSTRACT

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INTRODUCTION:

Part of the shortage of medical care workers are found in the offices and departments and medical records room in health care agencies. This guide is directed toward the training of these individuals.

1.0

FORMAT:

The guidelines include Medical Philosophy, Definitions, Course Objectives, Qualifications for Instructor, Requirements for Applicants, Student Expenses, Advisory Committee and Physical Facilities.

EYALUATOR'S COMMENTS:

Would be an excellent reference for the teacher of medical secretary courses.

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Agency	State Depart of Education	
Address	P.O. Box 1114, Murfreesboro	37130
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ERIC

INTRODUCTION:

Prepared for practical nursing instructors and designed as a guide for planning individual lesson plans.

FORMAT:

The Lesson Plans are divided into Name of Lesson, Student Goal, Presentation (with Key Points), Application, Checkup or Test and Summarization of Lesson.

EVALUATOR'S COMMENTS:

A very excellent reference for instructors in practical nursing , programs but not as a single model for course outline at the secondary level.

STATE SUBMITTING ABSTRACT

Name of	Stoto Tennessee	
Agency	State Department of Education	
Address	P.O. Box 1114, Murfreesboro, 37130	
	Phone AC/	



MATERIALS ABSTRACT

TITLE	
OF	;
MATERIALS	,

Practical Nurse Education Program:

Record of Clinical Experience

for Student Date developed and/or revised:

OE 07.0302

NAME OF **DEVELOPER(S)**

Tennessee State Board for Vocational and Technical Education Health Occupations Service

OR **AUTHOR(S)**

TYPE OF MATERIA	ALS: (🛪 Health (Occupation Education	[] Career Education	; On
☐ Hardcopy	[] Paper Bound	[]Video Tape.	□ Film ,	☐ Slides & Film Strips
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INTRODUCTION:

A checklist of clinical experiences for the student to:

- 1. assure accurate records
- 2. serve as a basis for assignments
- 3. for uniformity of record keeping

FORMAT:

The booklet is arranged into two parts. Part I: Record of Practical Experiences, and Part II: Record of Patient Conditions.

EVALUATOR'S COMMENTS:

This seems to have value for the above stated purposes but appears to be more task oriented than student oriented.

Name of State	Tennessee
Agency	State Department of Education
Address	P.O.Box 1114, Murfreesboro 37130
	Phone AC/



MATERIALS ABSTRACT

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INTRODUCTION:

This booklet is a product of the Health Occupations Conference whose goal was to revise lesson plans for maternal and child care nursing programs.

FORMAT:

The publication includes 32 Lessons that include Name of Lesson, Aim of Lesson, References, Equipment, Materials, and Instructional Aids.

EVALUATOR'S COMMENTS x

One weakness of program relates to the section "Application" that suggest student activities. These oftentimes consist of questions only with no activity.

Name of State	Tennessee
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MATERIALS ABSTRACT

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TITLE	As Charge Nurse:		OE 07.0	302
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Division of Health Resources

20852

5600 Fishers Lane Rockville, Maryland

Abstract Prepared in 1975

INTRODUCTION:

This guide contains suggestions for the planning, implementing and evaluating programs preparing LPN's for occupations in nursing homes, extended day care centers and other health care facilities.

FORMAT:

The guide is divided into two parts. Part I--Planning, Implementing, and Evaluation Activities, Part II--Materials and Resources.

EVALUATOR'S COMMENTS:

This publication is useful in preparation of LPN's for responsibilities as a charge nurse. Several evaluation forms are included as samples.

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MATERIALS ABSTRACT

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TITLE OF MATERIALS	Recommendations f	or Homemaker/Home ing and Services	OE 07.0300	
- 1	Date developed and/or revis	sed: 1969		
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NAME OF DEVELOPER(S)	U.S. Department o			
OR AUTHOR(S)	9			
TYPE OF MATE	ERIALS: [X] Health	Occupation Education [Career Education	
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Rockville, Maryland

INTRODUCTION:

The guide includes recommendations on the recruitment, selection, training and utilization of the homemaker/home health aides.

FORMAT:

The booklet includes Community Readiness for Homemaker/Home Health Aides Services, Functions of the Aide, Recruitment, Requirements and Personal Qualifications; Preparation and Supervision.

" EVALUATOR'S COMMENT:

Excellent basic overview of homemaker/home health aide.

STATE
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MATERIALS ABSTRACT

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TITLE	A Guide To Nutrition and Food Service	
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	Date developed and/or revised: 1971	•
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,	Bureau of Health Services Research	
	Division of Health Resources	•
	5600 Fishers Lane	77
	Rockville, Marvland 20852	



INTRODUCTION:

A revised publication with direction to technical and educational aspects in quantity food service management,

FORMAT:

The guide includes material on policies and procedures, budgets, food production, distribution, contract, food services, the role of the dietitian and food service supervisors, influence of convenience foods on kitchen operation, the new revised recommended dietary allowances, training guidelines and an updated reference list.

EVALUATOR'S COMMENTS:

A valuable help in dietary management of groups of elderly in nursing or day care centers.

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MATERIALS ABSTRACT

МАТ	TITLE OF ERIALS	

Activities Supervisor's Guide:

A Handbook for Activities Supervisor
In Long-Term Care Facilities

Date developed and/or revised: 1969

OE 07.0912

10 000 022

NAME OF DEVELOPER(S)

U.S.Department of H.E.W. Bureau of Public Health Services

OR AUTHOR(S)

TYPE OF MATE	RIALS: [X] Health (Occupation Education	[] Career Educatio	n
☐ Hardcopy		□Video Tape	□ Film	☐ Slides & Film Strips
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Washington, D.C. 20402

U.S. Government Printing Office

INTRODUCTION:

States the purpose of a activities program to create a normal as possible situation that will encourage residents of long term facilities to exercise up to their abilities thus providing physical, intellectual, social and spiritual challenges similar to everyday life.

FORMAT:

The booklet describes the Qualifications of an Activities Supervisor, Activities in General, Establishing the Program, Organizing and Running the Program, Instructions for Selected Activities, Resources, and Continuing Education.

EVALUATOR'S COMMENTS:

An excellent description and guide for work with activities supervisors.

Name of State		;	
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MATERIALS ABSTRACT

TITLE OF	Working With Older People: A Guide to Practice Volume I: A Practitioner and the	OE 07. 0912
MATERIALS	Elderly	
	Date developed and/or revised: 1974	
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NAME	U.S. Department of H.E.W.]
OF DEVELOPER(S)	Bureau of Public Health Services	
OR AUTHOR(S)	•	
TYPE OF MAT	ERIALS: [X] Health Occupation Education [] Career Education
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INTRODUCTION:

Focuses on the aging and world of practice related to aging. Stated goal of the practitioners is to maintain structure without major loss, and to help the patient attain and maintain the maximum physical and mental efficiency of which he is capable.

FORMAT:

The guide is divided into the following; Part I: Old People, New Challenges, The World of Practice, The Aging Populations and Its Needs, Part II: Profiles on Aging, Principles of Management, Part III; Health Maintenance, Part IV: Comprehensive Geriatrics at Work, Practical Applications.

EVALUATOR'S COMMENTS:

A good resource book for teachers.

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MATERIALS ABSTRACT

TITLE OF MATERIALS	Working With Olde To Practice Volume II: Biolo And Sociological Date developed and/or revision	gical, Psycholog Aspects of Aging	ical OE C	07.0912	
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INTRODUCTION:

A study of the biological, psychological and sociological aspects of aging emphasizing basic sciences most directly related to the process of aging and the aged individual.

FORMAT:

The booklet is written with overview of the various aspects of aging and extended review of these three aspects. Suggested readings are included.

EVALUATOR'S COMMENTS:

A very basic and accurate "Guide to Practice" in working with the elderly.

STATE SUBMITTING ABSTRACT

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MATERIALS ABSTRACT

TITLE OF MATERIALS	Working With Older To Practice Volume III: The And S			0912	
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INTRODUCTION:

This booklet deals with the many facets of social welfare as these relate to health status of the elderly, including sections on such problems as: food, clothing and shelter, environmental safety, mobility, leisure activities, legal protection, security and supportive services, and religion and attitudes toward death.

FORMAT:

The guide is divided into seven parts with fourteen chapters relating to the various needs and services for the elderly.

EVALUATOR'S COMMENTS:

An excellent sourcebook on needs and services.

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INTRODUCTION:

Written by specialists for the general practitioner and is related to diseases and disorders most relevant to single organ systems, clinical problems related to multiple organ systems and aspects special to allied health professions.

FORMAT:

The book is written in three sections with 20 parts all related to the medical aspects of the aging processes.

EVALUATOR'S COMMENTS:

Strickly a guide for the medically trained practitioner.

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MATERIALS ABSTRACT

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TITLE	Instructor's Guide: Training the	
OF	Nursing Aide .	OE 07.0303
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	Date developed and/or revised: 1969	
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OF DEVELOPERACE	Hospital Research and Educational	
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AUTHOR(S)		
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• •	130 Que Street, N.E.	,
	Washington, D.C. 20002	C O



INTRODUCTION:

. The Instructor's Guide is one of a series of on-the-job training publications in cooperation with many authorities in the health care field of nursing.

FORMAT:

This Guide is divided into 18 lessons. Each one coordinates with the 18 lessons in the Student Manual. Each contain the objectives, information to be taught, teaching aids and necessary equipment. Suggested teaching methods and student activities are listed.

EVALUATOR'S COMMENTS:

This is an excellent "how to teach" manual for anyone who has not received previous training in teaching methods.

STATE SUBMITTING ABSTRACT

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OCCUPATIONAL CURRICULUM. MATERIALS ABSTRACT

TITLE OF MATERIALS	Student Manual: Being a Nursing	OE 07.0303
-	Date developed and/or revised: 1969	_ ~
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NAME OF DEVELOPER(S)		
OR AUTHOR(S)		-
TYPE OF MATE	RIALS: X Health Occupation Education []	Career Education
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INTRODUCTION:

This student manual was prepared for "on-the-job" training but can be adapted for classroom instruction with concurrent clinical training.

FORMAT:

The manual is divided into 18 chapters that are coordinated with the Instructor's Manual of 18 lessons. Each chapter includes a self-test and space for class notes.

EVALUATOR'S COMMENTS:

An excellent student manual for "on-the-job" training.

Text could be used for independent and/or review or with teacherdirected classroom presentations.

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MATERIALS ABSTRACT

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TITLE OF	Health Careers	in <u>Texas</u> .	OE 07.	9900	
MATERIALS					
	Date developed and/or re	vised :1974			_
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NAME	Texas Health Ca	reers Programs			Č
OF DEVELOPER(S)	Texas Hospital Foundation	Education and Re	search.	•	2
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Austin, Texas 78761

INTRODUCTION:

This booklet is designed as an orientation into the health occupations field. It includes Choosing a Career, Opportunities in Health Careers, . Hospitals and Health Careers, and Working with Patients.

FORMAT:

The booklet is arranged into units that relate to the various types of health careers including doctors, nurses, assistants as well as other health careers in administration, food service, research and your future in the area of health.

EVALUATOR'S COMMENTS:

A good book for 9th and 10th grade orientation programs in the health related occupations.

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Date developed and/or revised:

MATERIALS ABSTRACT

TITLE OF MATERIALS Allied Health Manpower In Texas, 1973

A Report On Manpower, Resources and
Education

OE 07. 9900

HO 000 030

NAME OF DEVELOPER(S)

> OR AUTHOR(S)

Texas Health Careers Programs
Texas Hospital Education and Research
Foundation

TYPE OF MATE	RIALS: [X] Health	Occupation Education	[] Career Education	n
☐ Hardcopy —— Pages	Paper Bound 297 Pages	☐ Video Tape ——Minutes	☐ Film —_Minutes	☐ Slides & Film Strips —_Color
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INTRODUCTION:

An allied health manpower survey prepared by the Texas Hospital Association and the Texas Medical Foundation. The main purpose is to serve as a baseline for evaluation, planning, and administration of allied health career education programs by determining (1) current employment of allied health manpower, and, (2) projecting the direction of changes in health related employment in Texas.

FORMAT:

The booklet includes a Preface, Introduction, Project Methodology for carrying out the project. Section I: Allied Health Manpower and Education, Texas; II: Allied Health Manpower, Health Providers; Section III: Allied Health Manpower and Education, Texas State Planning Regions; and, Section IV: Allied Health Manpower and Education Counties.

EVALUATOR'S COMMENTS:

A good sourcebook on allied health professions for obtaining data related to one state--Texas.

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MATERIALS ABSTRACT

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Allied Health Education Programs
In Texas, 1973-74

OE 07.9900

Date developed and/or revised: 1974

NAME OF DEVELOPER(S)

> OR AUTHOR(S)

Texas Health Careers Program
Texas Hospital Education and
Research Foundation

TYPE OF MATE	RIALS: XI Health	Occupation Education	[] Career Education	on ·
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*INTRODUCTION:

This booklet describes a project in Texas by the Texas Hospital Association Education and Research Foundation called the Texas Health Careers Program which endeavors to educate the people in the state in health careers programs.

FORMAT:

A book of data related to the 30 allied health occupations identified through the Texas Health Careers Program. It divides these occupations into seven categories: Nursing, Laboratory, Therapy, Administrative/Clerical, Dental, Social Work and Other Health Services.

EVALUATOR'S COMMENTS:

An excellent sourcebook for data relating to health occupations in Texas.

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OR AUTHOR(S)	Haag, Jessie Heler	1		•	_
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INTRODUCTION:

This book is designed to be used as a starting point as well as a guide for the secondary student. It is basic and emphasizes key points for the students to understand. Concepts summarize main facts, or they emphasize the factual information into key statements.

FORMAT:

The teacher's manual follows the same ten areas of the student's text.

It points out the key concpets, rationale, suggested learning experiences answer key, and suggested resource people and additional publications for student use.

EVALUATOR'S COMMENTS:

An excellent sourcebook for teachers writing curriculum guides.

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OF DEVELOPER(S)		•	• •	`\	·				<u> </u>
OR AUTHOR(S)	Haag, Jessi	л e Helen							,
TYPE OF MATE	RIALS:	Health Occu	pation Educati	on []	Career E	ducation *			
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INTRODUCTION: 1

Approaches health and anatomy as it relates to daily living. Also the book is written in frank, straightforward terms that young adults want and need in their education programs. The content is specific, detailed and self-explanatory.

FORMAT:

The student text includes chapters on consumer health and health careers and provides the students with a general overview of the topics covered without requiring memorization of too many details.

EVALUATOR'S COMMENTS:

None stated.

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MATERIALS ABSTRACT

Date developed and/or revised:1972

	TITLE
	OF
MATI	ERIALS

Training Course for Nursing Aides And Orderlies (Nursing Assistants or Hospital Attendants)

OÈ 07.0303

NAME OF **DEVELOPER(S)**

Washington State Coordinating Council for Occupatioanl Education

OR AUTHOR(S)

					
TYPE OF MATE	RIALS: [X]- Health	Occupation Education	[] Career Education	on [*]	
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INTRODUCTION:

This resource is to serve as a teaching guide for persons at the secondary level who are preparing to enter health occupations field as nursing aide or orderly in hospitals, nursing homes or other health care centers.

FORMAT:

Provides a detailed basic outline for a new instructor with suggested course objectives, time allotments, activities, audio-visual aids, text references and evaluations.

EVALUATOR'S COMMENTS:

The statement of philosophy cautions that the purpose of this text is only to provide a foundation upon which employing agencies should build.

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TITLE OF MATERIALS	Range of Motion Exercise: Key to Joint Mobility Publication No. 703	OE	07.0400
·	Date developed and/or revised: 1968	,	
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OF DEVELOPER(S)	Sister Kenny Institute		C
OR	*o		I
AUTHOR(S)		*	
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	OR ACQUIRING MATERIALS: it cost \$ 2.00 Rent (Unit cost \$)	_)	ee
TO ORDER, PL	EASE CONTACT: Sister Kenny Institute 1800 Chicago Avenue Minneapolis, Minnesota	55404	75



INTRODUCTION:

This manual is intended to be a guide for individuals who may be involved with the care of an individual who requires physical rehabilitation and/or restorative nursing care.

FORMAT:

The manual consist mostly of photographs of exercises with captions explaining the methods and proper techniques to be used.

EVALUATOR'S COMMENTS:

Designed to be a self-study unit and/or reference book for the R.N. who will be helping to train nurses aides with range-in-motion exercises.

Name of State		
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MATERIALS ABSTRACT

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TITLE	Self-Care for th	o Heminleaic	OE 07.0	400
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Minneapolis, Minnesota

55404



INTRODUCTION:

This manual is intended to be a guide to the individuals involved in the care of "stroke" patients. It is a self-care oriented activities booklet.

FORMAT:

The book includes an Introduction, Areas of Self-Care Defined, Why Rehabilitation?, Problems Common to Patients with Hemiplegia, and Teaching the Patient with Hemiplegia.

EVALUATOR'S COMMENTS:

The booklet serves as a guide that aides should follow in consultation with the family physician, physical therapist or R.N.

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TITLE OF MATERIALS	Communication Pro Publication No, 7 Date developed and/or revi	oblems After a Str 709 sed: 1971	OE 07	. 0402	
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TO ORDER, PLE	ASE CONTACT:				
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INTRODUCTION:

This booklet is designed to familarize one with communication problems after a stroke. It describes "aphasia" and methods of assisting the patient to communicate.

FORMAT:

It includes topics such as Aphasis, Automatic Speech, Swearing, Mental Disturbance, Word Substitution, Written Language, Reading, Visual Problems, Recovery from Aphasia, etc.

EVALUATOR'S COMMENTS:

Useful to any health care worker who comes in contact with aphasia patients.

STATE SUBMITTING ABSTRACT

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TITLE	Adaptations and T	echniques for the		₽.
OF	Disabled Homemake	r	OE 07.0	1400
MATERIALS	Publication No. Date developed and/or revi	- 710 sed: 1973		
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INTRODUCTION:

This booklet is designed for the family of a "disabled homemaker." Includes photographs of household adaptations which can be made and/or purchased to allow the disabled homemaker to continue to function in the home.

FORMAT:

The manual includes topics on equipment, durability, ease of cleaning, cost, suitability and additional reading materials. Photographs include captions which explain the method or techniques used in the various household tasks.

EVALUATOR'S COMMENTS:

The use of any of these devices should be a part of the total plan to rehabilitate this individual and should be prescribed by a physician, physical therapist, or in some cases, a R.N.

STATE SUBMITTING ABSTRACT

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TITLE	Nursing Care of the Skin	
OF	Motoring date of the barn	OE 07.0302
MATERIALS	Publication No. 711	·
	Date developed and/or revised: 1967	
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OF	Sister Kenny Institute	. 0
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INTRODUCTION:

This booklet describes proper skin care for disabled patients. Its use will enable an aide to follow a skin care plan for patients who have been injured or have contacted a disease.

FORMAT:

This guide includes an Introduction, The Anatomy and Functions of the 'Skin, and Three Guides to Nursing Action: Maintain Cleanliness, Maintain Adequate Circulation, and, Avoid Mechanical or Physical Injury.

EVALUATOR'S COMMENTS:

Any aide using this plan should be under the same plan prescribed by a physician, or a nurse only.

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	Edited by Robert E. Kinsinger	
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	900 East Boulevard Aver	nue " (Tyla)



INTRODUCTION:

This book is the result of recent scientific advances in the fields of medical and health technology. It examines in detail 25 major medical and health care careers and the more than 150 specific job opportunities available to graduates of technical schools.

FORMAT:

The text describes in detail the major health careers and educational requirements of each, work duties, personal qualifications, liscensure, and certification, who to contact for jobs, working conditions, earnings and fringe benefits.

EVALUATOR'S COMMENTS:

An excellent sourcebook for high school students enrolled in orientation health occupations programs. The descriptions are accurate and complete with actual on-the-job photographs.

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MATERIALS ABSTRACT

	TITLĖ
	OF
MATE	RIALS

 $\frac{\texttt{Florida's Health}}{\texttt{Volume III}} \, \frac{\texttt{Manpower}}{}$

Date developed and/or revised: 1973

OE 07.9900

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NAME OF DEVELOPER(S)

Department of Health and Rehabilitative Services and Florida Regional Medical Program

OR AUTHOR(S)

TYPE OF MATERIA	ALS: [X] Health C	occupation Education	[] Career Education	on	-
☐ Hardcopy	Paper Bound	□Video Tape	□ Film	☐ Slides & Film	Strip
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INTRODUCTION:

Third in a series of annual reports (1973) of the health manpower data prepared by the Bureau of Comprehensive Health Planning in cooperation with the Regional Medical Program. One of the stated reasons is for planning to alleviate geographic maldistribution of health manpower in Florida.

FORMAT:

The guide includes an Introduction, Health Manpower Issues, and Essential Factors for Effective Utilization of Health Manpower in Florida.

EVALUATOR'S COMMENTS:

Even though the study is directed to the state of Florida, many of the articles are good for a general use as a basis for understanding health manpower data.

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TITLE OF MATERIALS	Cluster Impleme		OE 07.	9900	•
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OR AUTHOR(S)	· ·				.
TYPE OF MATE	RIALS: (X) Heal	th Occupation Education	[] Career Education	on	
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INTRODUCTION:

This guide accompanies and interprets the Oregon Health Occupations program.

· FORMAT:

The guide is divided into Part I: overall occupational cluster curriculum development and implementation, and Part 2: specific clusters implementation or improvement.

EVALUATOR'S COMMENTS:

A good program that could be adapted to local schools.

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TITLE	Committee Coulds for	Pagith OF	07 0000
OF MATERIALS	Curriculum Guide for	Health OE	07.9900
WATERIALS	Occupations	,	
	Date developed and/or revised: 1970		
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NAME	•		
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		Oregon/ 97310	34



INTRODUCTION:

The State of Oregon model for Health Occupation Instruction.

FORMAT:

The guide includes Task Analysis, Objectives, Suggested Curriculum and Bibliography. List of films included.

EVALUATOR'S COMMENTS:

Good curriclum format which could be adapted to local school programs at the secondary level.

STATE SUBMITTING ABSTRACT

Name of State	Oregon	·
Agency		
	State Department of Education	•
Address		
	Salem, Oregon 97310	
	Phone AC/ "	



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7171.5	Health Occupations Education	Program:	•
TITLE	Syllabus in Dental Assisting		0101
MATERIALS			
	Date developed and/or revised: 1973		
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NAME	The University of the State of	of New York	UUU
OF	The State Education Departmen	• • • • • • • • • • • • • • • • • • •	
DEVELOPER(S)	of Secondary Curriculum Devel	opment	
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INTRODUCTION:

The syllabus is designed to help the instructor in planning a course in Dental Assisting. It is a cooperative effort of experienced health practitioners, dental health educators, related health occupation educators and occupational education curriculum developers.

FORMAT:

It states an outline of materials that a student should be able to perform as well as suggestions to the instructor on teaching methods. Included are resource list of books, periodicals, charts, film catalogs, slides and transparency masters.

EVALUATOR'S COMMENTS:

'This booklet is designed to meet the State requirements for New York. Designed to be taught by an experienced dental assistant.

Not intended to be used as a course of study

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TITLE OF MATERIALS	Health Careers 1		OE 07.0900
NAME OF DEVELOPER(S) OR	Health Careers (Council of Illinois	HO 000 0H
AUTHOR(S)		<u> </u>	
	Paper Bound Pages	[]Video Tape —Minutes —B & W —Color —Size dvantaged ☐ Handicapped □	Career Education Film □ Slides & Film Strips —Minutes — Color —B & W — B & W —Color — Frames —Size Audio ()Yes ()No Other
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INTRODUCTION:

A set of pamphlets covering the broad range of health care occupations. Gives a brief description of duties and educational requirements and lists schools for further information or programs.

FORMAT:

The pamphlets are:

Dentistry
Medical Technology
Radiological Technology
Medical Records
Practical Nursing
Psychology
Respiratory Therapy
Career Exploration And The Learning Tree

EVALUATOR'S COMMENTS:

A very consise set of pamphlets. They can be used individually or as a set. A good source.

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INTRODUCTION:

This brochure lists the types of classroom demonstrations that can be provided for the secondary school students interested in pursuing health careers.

FORMAT:

The guide is divided into an Outline of Possibilities in General Science, Physics, Chemistry, Mathematics, Arts and Crafts, Mechanical Drawing, Business, English, Home Economics, Psychology, Sociology and Social Problems, Driver's Education, Health and Physical Education.

EVALUATOR'S COMMENTS:

Excellent for obtaining a source of ideas for demonstrations and health speakers.

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INTRODUCTION:

This booklet relates to the manpower needs in the field of hospital financial management with job descriptions including functions, duties, educational requirements and personal qualifications.

FORMAT:

This booklet includes topics on Careers in the Hospital Business Office, Careers in the Hospital Admitting Deaprtment, Careers in the Hospital Electronic Data Processing Depaytment and Where To Write for Information on Schools and Other Training.

EVALUATOR'S COMMENTS:

Comprehensive and well organized.

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INTRODUCTION:

This brochure provides an overview of the medical librarian career. It describes how this medical librarian fits into the scheme in the health field.

FORMAT:

It describes the job descriptions, educational requirements, salaries, job openings, financial assistance and continuing education.

EVALUATOR'S COMMENTS:

Lists the names of the medical librarian in the local area whom the students could discuss this career.

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	Amerićan Library Asso 50 East Huron Street Chicago, Illinois 60	1.19.3



INTRODUCTION:

This article is an exploration of the topic "Counselling and Preparation of the Handicapped as a Source of Library Manpower."

FORMAT:

The article includes policy statements of the A.L.A. on the employment of the handicapped in libraries.

EVALUATOR'S COMMENTS:

none

STATE SUBMITTING ABSTRACT

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INTRODUCTION:

This pamphlet describes a brief overview of the medical Library Technical Assistant.

FORMAT:

It describes the duties, training and qualifications necessary to become a Library Technical Assistant.

EVALUATOR'S COMMENTS:

Caution must be made to check local library policies since training requirements vary considerably in different areas.

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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

TITLE OF MATERIALS	Nursing Skills for Allied Health Services: Volume I	OE 07.0300
•	Date developed and/or revised: 1972	
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NAME OF DEVELOPER(S)	University of California,Los Angeles Allied Health Professions Project	, 000 OH
OR AUTHOR(S)		
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TO ORDER, PL	EASE CONTACT: W.B. Saunders Company Pu	blishers
1	West Washington Square Philadelphia, Pennsylvan	ia 19105



INTRODUCTION:

This book set contains a Student Text, A Teacher's Guide that can be used at the 12th grade level or above in teaching the tasks to be performed by all types of nursing personnel.

FORMAT:

The text uses the self-instructional modular form and provides for student performance goals, performance test and other evaluative instruments. A separate Teacher's Guide includes an introduction to planning effective management, individualized instruction and administration problems.

EVALUATOR'S COMMENTS:

An excellent book for resource at the 11-12th grade levels. Would be valuable as a resource for student's use. Some chapters are beyond 12th grade level. Teacher's Guide is primarily a checklist to evaluate student performance.

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TITLE OF MATERIALS	Nursing Skills for Allied Health Services: Volume II Date developed and/or revised: 1972	OE 07.0300
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OR AUTHOR(S)		
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ORDER, PLEASE CONTACT: W.B. Saunder Company Publobhers West Washington Square Philadelphia, Pennsylvania 19105		



INTRODUCTION:

This is the second volume of the two book series. It includes materials related to 80% of all the tasks performed by nurses.

FORMAT:

Divided into 15 units that includes the Topic, Directions to the Student, General Performance Objective, Specific Performance Objectives, Vocabulary and Introduction. It contains materials on how to use basic equipment as well as important steps and key points.

EVALUATOR'S COMMENTS:

An excellent source book for use at the upper secondary levels.

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MATERIALS ABSTRACT

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An Introduction to Allied Health Careers 1970-1973: An Evaluative Report

Date developed and/or revised: 1973

OE 07.9900

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NAME OF DEVELOPER(S) The UCLA Secondary Schools Pilot and Demonstration Project Allied Health Professions Project

OR AUTHOR(S)

TYPE OF MATERI	ALS: (X) Health (Occupation Education	[] Career Education	1 0
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Santa Monica, California

INTRODUCTION:

This monograph presents the summary evaluative report relating to the Secondary Schools Project. This was a three year project designed to enrich the secondary school programs with interesting and applicable knowledge, skills, attitudes in the field of health; to afford pertinent career education in secondary schools and cooperating hospitals; to provide induction at an appropriate level in the occupational field and reduce the number of dropouts at the high school level.

FORMAT:

Listed the Background of the Project, Students who Participated in the Program, Student Interest in the Learning Experiences Offered in the Program, General Quality and Effectiveness of the Program, Summary of Findings, etc.

EVALUATOR'S COMMENTS:

An excellent reference book for administrators of health occupations programs.

STATE SUBMITTING ABSTRACT

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MATERIALS ABSTRACT

Introduction To Allied Health Careers TITLE 0E 07.9900 Teacher's Manual OF **MATERIALS** Date developed and/or revised: 1974 NAME UCLA Secondary Schools Pilot and OF Demonstration Project DEVELOPER(S) Allied Health Professions Project AUTHOR(S) TYPE OF MATERIALS: [] Career Education ☐ Hardcopy □ Paper Bound □ Video Tape ☐ Film ☐ Slides & Film Strips 564 Pages ____Color ____ Pages _Minutes ___Minutes __B & W _B & W __B & W Color Color ____ Frames _Size _Size Audio ()Yes ()No FOR STUDENT USE: ☐ Regular ☐ Disadvantaged ☐ Handicapped ☐ Other TARGET LEVEL OF STUDENT: [] 9-10 [] 11-12 FOR PROFESSIONAL USE: [X] Classroom Teacher [] Teacher Educator [] Guidance Personnel [] Other IS TRAINING REQUIRED FOR OPTIMUM USE OF THESE MATERIALS? (X) Yes () No ARE CONSULTING SERVICES AVAILABLE? ()Yes (X)No If Yes, Please Fill Out This Section:

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TO ORDER, PLEASE CONTACT: UCLA Division of Vocational Education

Allied Health Professions Project

1003 Wilshire Boulevard

Santa Monica, California 90401

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INTRODUCTION:

The teacher's manual for the "Allied Health Careers Introduction". It is a comprehensive guide for the teacher who may or may not be very familiar with the health occupations or health care delivery systems.

FORMAT:

This manual provides detailed instructions for the handling of the student materials that make-up the first year curriculum. It covers the three modules in the student text.

EVALUATOR'S COMMENTS:

Gives the teacher additional information, activities, objectives and checksheets for student's progress.

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MATERIALS ABSTRACT

TITLE OF MATERIALS	Introduction To Allied Health Careers Student's Manual OE 07.9900
	Date developed and/or revised: 1975
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NAME OF DEVELOPER(S)	UCLA Secondary Schools Pilot and Demonstration Project Allied Health Professions Project
OR AUTHOR(S)	
TYPE OF MATE	ERIALS: [X] Health Occupation Education [] Career Education
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TO ORDER, PL	EASE CONTACT: UCLA Division of Vocational Education Allied Health Professions Project 1003 Wilshire Boulevard

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*Full Text Provided by ERIC

90401

Santa Monica, California

INTRODUCTION:

This is a comprehensive manual for the first year high school student in a health occupations curriculum.

FORMAT:

The manual is divided into the following modules: Orientation to the Health Care System; Meeting the Need of the Patient Through Health Care Systems; and The Health Care Community. It is student activity oriented with objectives and supplemental activities.

EVALUATOR'S COMMENTS:

An excellent resource. Calls for much activity by students. Observation field trips are an integral part of this project. Covers many areas of health care. References and assignments are made in other publications so that the school would need to purchase these auxiliary books.

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INTRODUCTION:

This project is a three year student oriented career education program designed to introduce the secondary school students to the allied health occupations.

FORMAT:

The first year program is task oriented course of study integrated with exploratory visits and an overview of allied health occupations. The second year program is organized work experience programs where the students learn specific job tasks in an area of his/her choice, The third year part is devoted to cooperative education tailored to meet the needs of the individual student as much as possible.

EVALUATOR'S COMMENTS:

Guide is very specific and well organized.

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90401

Santa Monica, California

INTRODUCTION:

These booklets list the task that the high school student should learn in the hospital setting.

FORMAT:

The booklets are the property of the student and when he has mastered each job task, the instructor signs and dates it thus giving them credit for task accomplishments. The following booklets are included:

46-a: Nurse Aide

46-b: Central Service

46-c: Hospital Business Office

46-d: Inhalation Therapy Aide

46-e: Personnel Training

46-f: Hospital Refrigeration and Air Conditioning

46-g: Pharmacy Aide

46-h: Occupational Therapy Aide

46-i: Social Worker Aide

46-j: Physical Therapy Aide

46-k: Radiologic Aide

46-1: Clinical Laboratory Aide (Assistant)

EVALUATOR'S COMMENTS:

These booklets could be utilized as a guide for the instructor in developing a listing of task accomplishments specific to the health facilities being used as the clinical site.

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INTRODUCTION:

This book list all of the occupational task performed in 25 allied health occupations identified by a panel of health experts.

FORMAT:

The book includes twenty-five health occupations and divides each into the various jobs related. The analysis of this task identification can be used in preparing special instructional units for on-the-job training programs and institutional upgrading.

EVALUATOR'S COMMENTS:

Each task is specific, consecutive and stated so all involved should be able to interpret them.

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MATERIALS ABSTRACT

	Т	ITLE
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MAT	ERI	ALS

Final Report: Development and Validation of Instructional Programs For the Allied Health Occupations

1973 Date developed and/or revised:

OE 07.9900

NAME OF DEVELOPER(S)

UCLA Secondary Schools Pilot and Demonstration Project Allied Health Professions Project

OR AUTHOR(S)

TYPE OF MATER	IIALS: (X) Health	Occupation Education	n [] Career Educatio	n 🕜 💮
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Santa Monića, California

INTRODUCTION:

This final report records the results of national surveys of the various health occupations in more than 60 hospitals, extended day care facilities, medical laboratories and dental facilities. Because the health industry is becoming one of the largest businesses in this country, a compilation of data related to present needs are being assessed for future demands.

FORMAT:

A research oriented program that includes Background, Methods and Procedures, Results and Conclusions.

EVALUATOR'S COMMENTS:

A good source for data related to supply and demand in health fields.

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MATERIALS ABSTRACT

Date developed and/or revised: 1974

	TITLE
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MATE	RIALS

Laboratory Skills for Allied Health
Occupations Volume I: Introduction
to Laboratory Measurements,
Inventory of Supplies

OE 07.0303

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NAME OF DEVELOPER(S)

Allied Health Professions Project Division of Vocational Education University of California, Los Angeles

OR AUTHOR(S)

TYPE OF MATE	RIALS: X Health	Occupation Education	[] Career Education	
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INTRODUCTION:

The "Allied Health Professions Project's" objective was to develop instructional materials geared to today's occupational needs. Most of these materials are for pre-service and in-service instruction for programs ranging from on-the-job training through the Associate degree.

FORMAT:

Volume I is divided into Unit I: Introduction to Laboratory Measurements that contains 11 modules (self-contained segments of instruction) and Unit II: Inventory of Supplies that consist of 2 modules.

EVALUATOR'S COMMENTS:

Suggested to be used as a source book for teachers planning instruction units for the upper secondary levels.

STATE SUBMITTING ABSTRACT

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TITLE OF MATERIALS	Occupations Vo.	lls for Allied Hea lume 2: Specimen dia Preparation		07.0303		\
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INTRODUCTION:

The Allied Health Professions Project's objective was to develop instructional materials geared to today's occupational needs. Most of these materials are geared for pre-service and in-service instruction for programs ranging from on-the-job training through the Associate degree.

FORMAT:

Volume 2 is divided into Unit III: Specimen Processing and Unit IV: Media Preparation in a clinical environment.

EVALUATOR'S COMMENTS:

This book is above the 12th grade level of competence. It would be an excellent sourcebook for planning instructional units that could be modified for secondary use.

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INTRODUCTION:

This is an instructional unit for students studying medical record filing.

FORMAT:

This is a self-instructional module with 100 practice cards to "learn-by-doing" by following a programmed format in the manual.

EVALUATOR'S COMMENTS:

A very good source of material for a 12th grade program in any type of medical office training.

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MATERIALS ABSTRACT

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	Date developed and/or revised: 1974	~
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NAME OF DEVELOPER(S)	Allied Health Professions Project Division of Vocational Education University of California, Los Angeles	00 01
OR AUTHOR(S)		
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1003 Wilshire Boulevard Santa Monica, California

Allied Health Professions Project

INTRODUCTION:

This is an occupational analysis study of medical office assistants who assist physicians in different health care settings.

FORMAT:

This occupational analysis survey includes Introduction, Procedures, Data Analysis, and Results of Survey.

EVALUATOR'S COMMENTS:

A good source for identifying tasks for curriculum construction and unit planning.

STATE SUBMITTING ABSTRACT

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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

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INTRODUCTION

This was the results of the occupational analysis and task inventory for clinical laboratory occupations.

FORMAT:

This survey was divided into the following stages for the curriculum: Stage I: entry-level general laboratory skills and knowledge; Stage II: basic skills in the clinical laboratory section.

EVALUATOR'S COMMENTS:

A good resource for teachers setting up or revising a clinical laboratory program at the upper secondary levels.

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MATERIALS ABSTRACT

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Abstract Prepared in 1975

INTRODUCTION:

This is a summary report of the functional analysis of the occupational area of Medical Records.

FORMAT:

This was a survey instrument used to identify tasks performed by medical records personnel in health care facilities. It includes the following: Introduction, Procedures, Data Analysis, Results and Conclusions.

EVALUATOR'S COMMENTS:

An excellent source for teachers writing units and lesson plans for secondary programs.

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INTRODUCTION:

This study was the result of findings of "A Study of Nursing Occupations" conducted by UCLA Allied Health Professions Project that identified the nursing tasks performed by all types of nurses.

FORMAT:

The curriculum is divided into: Stages I and II for Students, and Stages III - V to prepare students and administrators and teacher researchers.

EVALUATOR'S COMMENTS:

This program offers ideas that could be used in a core curriculum with instructional units and approaches to student evaluation.

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INTRODUCTION:

This is a study of the nursing occupations from RN, LPN/LVN and nursing aides in health care facilities.

FORMAT:

This document is divided into Introduction, Procedures, Data Analysis, Data Analysis by Functional Area and Concluding Remarks. It includes approximately 60% of the designated nursing tasks that could be used in designing a basic course in nurse training for the above categories.

EVALUATOR'S COMMENTS:

An excellent source for nursing aide curriculum planning and in-service teacher training programs at the secondary levels.

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Santa Monica, California

INTRODUCTION:

This is the study of the occupational analysis of a gastroentrology assistant who has the training to accurately perform laboratory tests for diseases of the stomach and digestive tract.

FORMAT:

This study was conducted as an occupational analysis and includes: Introduction, Procedure and Results.

EVALUATOR'S COMMENTS:

This specialization should be a low priority on a reference list at this time.

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OF	Health Care Facilit	ies	OE 07.0	900	
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INTRODUCTION:

A summary report of the functional analysis of the occupational area of Health Care Facility Purchasing.

FORMAT:

The summary includes the research areas of Summary, Introduction, Procedure, Results, Discussions and Recommendations and Conclusion.

EVALUATOR'S COMMENTS:

Not recommended for health occupations use at the secondary level. -- only as a source for information.

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MATERIALS	Date developed and/or	revised: 1972		•	
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INTRODUCTION:

This is the study of the occupational analysis of task for the electroencephalographic technician.

FORMAT:

This report is the summary of the task analysis for this emerging occupation.

EVALUATOR'S COMMENTS:

Useful in identifying tasks and comparing "core of tasks" for aides in different health care areas.

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TITLE	A Study of the Clinical Laborator	y / 05 07 0000
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NAME OF DEVELOPER(S)	Allied Health Professions Project Division of Vocational Education University of California, Los Ange	oles Of
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•	1003 Wilshire Boule	<u> </u>
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INTRODUCTION:

This report is a summary of the functional analysis for the Clinical Laboratory occupations in a health care institution.

FORMAT:

Summary of the research procedures and findings as they related to clinical laboratory occupations.

EVALUATOR'S COMMENTS:

An excellent source for deciding which tasks are required that should be taught and at what levels.

STATE SUBMITTING ABSTRACT

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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

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_		Allied Health Prof	essions Projec	t,	
	•	1003 Wilshire Boul	evard		
		Santa Monica, Cali	fornia 90401	4.44	.



INTRODUCTION:

This survey was conducted to determine what procedures are used in health care facility pharmacies for the performance of task previously selected for inclusion in a purposed curriculum for Pharmacy Technician.

FORMAT:

This study was conducted as an occupational analysis and includes: Introduction, Procedure, and Results.

EVALUATOR'S COMMENTS:

To be useful in a specific local environment, the tasks would have to be adapted.

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INTRODUCTION:

This survey was conducted to identify tasks performed by dental assistants, hygienists and laboratory technicians in health care facilities.

FORMAT:

The materials are used in identifying tasks used by dental assistants, dental laboratory technicians and dental hygienist and their type of training, certification status, salaries and distribution of job tasks. The purpose of this project was to prepare instructional materials based upon the task analysis.

EVALUATOR'S COMMENTS:

A good reference for planning curricular materials and teaching units and course objectives.

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MATERIALS ABSTRACT

TITLE Hospital Food Service Department: OE 07,0900 OF Occupational Analysis MATERIALS Date developed and/or revised: 1971 NAME | Allied Health Professions Project Division of Vocational Education DEVELOPER(S) University of California, Los Angeles OR AUTHOR(S) TYPE OF MATERIALS: Health Occupation Education [] Career Education Paper Bound □ Video Tape ☐ Film □ Hardcopy ☐ Slides & Film Strips 85 Pages _ Pages ____Color _Minutes _Minutes _B&r W _B&W __B & W Color Color ___ Frames [] Sets _Size _Size Audio ()Yes ()No FOR STUDENT USE: ☐ Regular ☐ Disadvantaged ☐ Handicapped ☐ Other TARGET LEVEL OF STUDENT: [] 9-10" [] 11-12 FOR PROFESSIONAL USE: [X] Classroom Teacher [] Teacher Educator [] Guidance Personnel [] Other IS TRAINING REQUIRED FOR OPTIMUM USE OF THESE MATERIALS? (A) Yes () No ARE CONSULTING SERVICES AVAILABLE? (XYes (X)No If Yes, Please Fill Out This Section: By whom: Other comment: COPYRIGHT RESTRICTIONS: () Yes () No (X) None Stated Explain _ PROVISIONS FOR ACQUIRING MATERIALS: Purchase (Unit cost \$3.00 ☐ Rent (Unit cost \$_____) ☐ Free ☐ ERIC Number ☐ Other Explain TO ORDER, PLEASE CONTACT: UCLA Division of Vocational Education



1003 Wilshire Boulevard

Santa Monica, California

Allied Health Professions Project

90401

153

INTRODUCTION:

This is the study of the occupational analysis of the tasks performed by food service workers in 48 health care facilities.

FORMAT:

The study includes the occupational tasks performed by the general helper, food production supervisor, food service supervisor, assistant dieritian, dietitian and food service administrator. It also includes suggested instructional units for each occupation.

EVALUATOR'S COMMENTS:

The suggested curriculum materials could be readily adapted to local school programs with slight modification.

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		Allied Health Profess 1003 Wilshire Bouleva		
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INTRODUCTION:

This was a study of the new field of allied health professions and the extent to which various personnel employed in health care facilities identified their occupational tasks.

FORMAT:

The study was related to the occupational tasks of the aides, orderlies, technicians, therapists, administrators and supervisors. The objectives of the program were to develop curricula and instructional materials as well as innovative pre-service and in-service training programs and an ongoing evaluation and upgrading of the occupations.

EVALUATOR'S COMMENTS:

The analysis of this material and data can be useful in designing relevant instructional programs at the upper secondary levels.

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MATERIALS ABSTRACT

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90401

1003 Wilshire Boulevard

Santa Monica, California

INTRODUCTION:

This survey identified 195 occupational tasks performed by the radiologic technicians.

FORMAT:

The project includes an Introduction, Procedures, Data Analysis, Results and Findings and Implications for Curriculum Development.

EVALUATOR'S COMMENTS:

The data from this study can be used in curriculum guide planning at the 12th grade levels.

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MATERIALS ABSTRACT

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	1515	West Sixth Aven	ue		



74047

Stillwater, Oklahoma

INTRODUCTION:

A program to prepare a nursing assistant to perform basic nursing skills at the secondary level.

FORMAT:

This publication includes instructional units with objectives, suggested activities, information sheets, job sheets, visual aids, additional references, tests and answers. Each unit contains terminal and specific objectives that assist the instructor in planning the entire program.

EVALUATOR'S COMMENTS:

An excellent program for upper secondary students.

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		Stillwater, Oklaho	oma 74047	4.6	0



INTRODUCTION:

This publication is designed to be used for the beginning course in nursing at the secondary level.

FORMAT:

It is in loose-leaf notebook form with color coded pages to distinguishbetween objectives, information sheets, assignments sheets, answer sheets and testing sheets. Transparency masters are included.

EVALUATOR'S COMMENTS:

References are often made to other sources most of which are found in an adequate school library. It lends itself to various presentation methods from individual study to total class involvement with use of additional resources. Very suitable for 12th and post-secondary use. The first section could be used in 11th grade. Sections 2 and 3 require hospital equipment for skill practice and would require a clinical instructor to supervise student's work with patients. A very good text for skill training.

STATE SUBMITTING ABSTRACT Agency Oklahoma State Board of Voc-Tech Education

Address Stillwater, Oklahoma 74047

Phone AC/ 405-377-2000



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TITLE OF MATERIALS	Your Guide to Hos	pital <u>Health</u> ·	OE 07.9	900	
, m. J. m. ; c	Date developed and/or revis	sed: 1974		. *	_
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NAME OF DEVELOPER(S)	South Florida Hos	pital Associatio	on a	•	00
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INTRODUCTION:

This is a reference manual on hospital-health careers to assist the high school counselor in guiding youth into meaningful careers.

FORMAT:

The manual is divided into the following: Part I - Careers, Part 2 - Training Programs Listed by Schools, Part 3 - General Scholarship/Loan Information.

EYALUATOR'S COMMENTS:

This manual is for the state of Florida, but the careers are the same in most other states as they are described. Includes more than 300 career opportunities.

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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

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INTRODUCTION:

A guide for assisting the instructor in health careers or counselors in the establishment of clubs at the secondary level.

FORMAT:

The guide is divided into: Part 1 - Organization; Part 2 - Constitution and By-Laws; Part 3 - Resource Persons and Their Duties; Part 4 - Programs and Projects; and Part 5 - Program Ideas.

EVALUATOR'S COMMENTS:

A good guide for the school that does not have a club or for the club sponsor who needs stimulating ideas to boost present members into more action.

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*	ASE CONTACT: Hospital Health	Careers spital Association	. ,



INTRODUCTION:

A listing of health career films recommended for allied health profession.

FORMAT:

The guide list the Career, Title of Rolm, Description and Distributor of each film.

EVALUATOR'S GUIDE:

All films should be previewed before showing to students.

Name of State		•
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Address	<u> </u>	
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TITLE OF MATERIALS	Health Careers of Ohio	OE	07.9	900	
:	Date developed and/or revised: 1973				×
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NAME OF DEVELOPER(S)	Health Careers of Ohio				UUU OH
OR AUTHOR(S)					
TYPE OF MAT	ERIALS: [X] Health Occupation Education [.]	Career	Education		·
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•	Health Careers of Ohio P.O.Box 5574 Columbus Ohio 43221				



INTRODUCTION:

A set of 40 pamphlets about health careers.

FORMAT:

Each pamphlet gives a Career Description, Outlook, Employment Opportunities, Financial Rewards, Advancement, Educational Requirements, Registration or licensure, Financial Assistance and Want to Know More?

EVALUATOR'S COMMENTS:

Highly recommended for the program in orientation at the secondary level.

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MATERIALS ABSTRACT

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TITLE OF MATERIALS	A Curriculum Manual: Hospitality Education	OE 07.0900
	Date developed and/or revised: 1973	
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NAME OF DEVELOPER(S)	New Mexico State Department of Education, The Vocational/Technical Division	
OR AUTHOR(S)		
TYPE OF MAT	ERIALS: [X] Health Occupation Education [Career Education,
☐ Hardcopy Pages '[] Sets	PagesMinutes = 5 Blocks of Units:B & W 1-14 units per blockColor	☐ Film ☐ Slides & Film Strips Minutes
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	OR ACQUIRING MATERIALS: int cost \$ 12.00)
TO ORDER, PL	EASE CONTACT: State of New Mexico Department of Education Vocational-Technical Education Education Building	



Santa Fe, New Mexico

INTRODUCTION:

This manual is in line with the latest teaching/learning techniques. It is designed to assist the secondary instructor in teaching this aspect of health careers.

FORMAT:

The manual is behavioral and performance objective oriented, The blocks are divided into Instructional Units; The Objectives Page, The Activities Page, The Information Sheets, The Transparency Sheets, The Assignment Sheets, The Tests and The Page-Numbering System.

EVALUATOR'S COMMENTS:

This manual is written primarily for services of food and lodging. Many of these units could be integrated into a health occupation curriculum with appropriate skills taught for the interpersonal relationship of the health occupation worker and the patient, the use made would be as a resource or aid to the program.

Agency	•		
	State Department of Education		
Address	Santa Fe, New Mexico 87501	•	



TITLE OF MATERIALS	Hospital Education: Student Material Date developed and/or revised: 1973	OE 07.0900
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. NAME OF DEVELOPER(S)	New Mexico State Department of Education, Division of Voc-Tech	
OR AUTHOR(S)		
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TO ORDER, PI	LEASE CONTACT: State of New Mexico Department of Education Vocational-Technical Edu	ication
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INTRODUCTION:

This is a student workbook designed for the "Hospitality Curriculum" manual.

FORMAT:

The manual is a student workbook that includes The Hospitality Industry, Personal Appearance, Greeting the Guest, Setting the Table, Safety, Sanitation, and Medical Emergencies, Economics and Professionalism, and Applying for a Job.

EVALUATOR'S COMMENTS:

Some of the units in this manual could be implemented into a good health occupations program at the secondary level. The manual does not have an index of contents.

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Name of State	New Mexico
Agency	State Department of Education
Address	Santa Fe, New Mexico 87501
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MATERIALS ABSTRACT

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TITLE OF MATERIALS	Health Careers C In Georgia High	Cooperative Educat Schools	OE 07.9	900
	Date developed and/or re-	vised: 1974		u
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TO ORDER, PL	EASE CONTACT:	Health Occupation University of Geo		



30602

413 Tucker Hall Athens, Georgia

INTRODUCTION:

This curriculum guide is a result of a project to "Develop a Health Occupations Cooperative Program" for the Georgia Department of Education during 1973-74.

FORMAT:

The guide is divided into Health Careers Program-Secondary Level, Health Careers Cooperative Education, Planning and Organizing for Health Careers Cooperative Education, The Teacher-coordinator and Appendix.

EVALUATOR'S COMMENTS:

A good resource book for planning cooperative health occupations programs at the secondary level.

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		Athens, Georgia	30602		



INTRODUCTION:

This is a companion volume related to the "Health Careers Cooperative Education in Georgia High Schools."

FORMAT:

This guide is a three-year program overview that identifies options, and realistic planning for relevant health careers programs at the secondary levels in Georgia.

EVALUATOR'S COMMENTS:

An excellent source for planning first, second and third year high school Health Careers programs.



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TITLE OF MATERIALS	Teacher Education for Allied Health Occupations: Toward Competency Based Programs	OE 07.9900
	Date developed and/or revised: 1974	_
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NAME	Health Occupations Teacher Education] , , ,
OF	Program, Division of Vocational	· · · · · · · · · · · · · · · · · · ·
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OR		. ,,
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INTRODUCTION:

This publication is the result of a project, "Workshop-Internship for Teacher Trainers in Allied Health," sponsored by the University of Georgia during the 1972-73 academic year.

FORMAT:

This publication includes a Foreward, Part I: From Health Professionals to Education Professional-The Problem and Challenge, Part II: Assumptions About Teacher Education for Allied Health Occupations Personnel, Part III: Teacher Education for Health Professionals- A Rationale, Part IV: Competency-Based Teacher Education for Health Professionals, Part V: Accessibility of Teacher Education, and Part VI: The Setting for a Teacher Education Program for Health Professionals.

EVALUATOR'S COMMENTS:

A good sourcebook for a teacher based competency health occupations.

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INTRODUCTION: -

This guide is prepared to provide samples of various dental records, tax and banking forms for student practice units.

FORMAT:

The guide is divided into Units on The Appointment Record, The Recall System, Clinical Records, Estimates, Daily Record Sheets, Patients' Financial Record, Statements, Collections, Monthly Summary of Daily Record, Checks, Banking Forms, Bank Statements, Monthly Expense Sheet, Yearly Recapitulation, Tax Records, Supplies, Laboratory Records, Mail and Achievement Tests for Students.

EVALUATOR'S COMMENTS:

A very comprehensive workbook for training students in Dental Records occupations at the secondary level.

137

Name of Sta	New Jersey		
Agency	Department of Education, DVTE		
Address	Rutgers University, New Brunswick,	N.J.	
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TITLE	The Nurse Assistar	nt in Psychiatric		
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MATERIALS				
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INTRODUCTION:

This manual is to be used in training students in health occupations as an assistant nurse to work in general or mental hospitals.

FORMAT:

The guide is divided into the following Units: Introduction to Nursing, Introduction to Hospitals, Morning Care, Treatment Time, Meal Time, Afternoon Responsibilities, Patients With Special Needs, Caring for Mothers and Infants, and Caring for the Mentally Ill.

EVALUATOR'S COMMENTS:

A good guide for planning secondary programs for nurse assistants.

SUBMITTING **ABSTRACT**

Name of State	New Jersey
Agency	Department of Education, DVTE
Address	Rutgers University, New Brunswick, N.J.
	Phone AC/



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TITLE OF	Nurse Alde: A Su	ggested Guide for a	OE 07.030	3
MATERIALS	Training Course			
	Date developed and/or	revised: 1967		_
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NAME OF DEVELOPER(S)		sey, Department of ion of Vocational	•	
OR AUTHOR(S)				
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INTRODUCTION:

This guide was developed to assist administrators and teachers in developing curriculum for nurse aide training programs.

FORMAT:

The curriculum guide includes the Training Course for Nurse Aides: General Plan of the Course, Job Functions, Course Objectives, Instructor's Qualifications, Selection of Trainees, and Length of Course and Course Units.

EVALUATOR'S COMMENTS:

Some of the units and materials could be adapted to local needs in planning high school programs for nurse aide training.

Name of S	new Jersey	!
Agency	Department of Education, DVTE	
Address	Rutgers University, New Brunswick, N.J.	,
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TITLE OF MATERIALS	Nutrition: Pa	rt I and Part II	OE 07.090)0	
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INTRODUCTION:

This manual is a general analysis of nutrition and dietetics, designed to answer the needs of vocational students in food occupations.

FORMAT:

The manual is a self-contained, with three major sections on basic nutrition, dietetics and home economics. It is a workbook for students, an information and planned activities book for individual or class assignments. Part I is nutrition, Part II dietetics and home economics.

EVALUATOR'S COMMENTS:

Very comprehensive manual for secondary students studying nutrition and dietetics occupations.

	Name of State	New Jersey
,	Agency	Department of Education, DVTE
	Address /	Rutgers University, New Brunswick, N.J.
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TITLE OF MATERIALS	Practical Nursing A Teaching Plan Date developed and/or revision		OE 07.	0302	260 (
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OR AUTHOR(S)				•	g .
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INTRODUCTION:

This is a curriculum development and teaching aid for instructors of practical nursing - both classroom and clinical.

FORMAT:

The guide contains Course Outlines, Teacher Guides, Text References, and Student Outside Assignment Guides.

EVALUATOR'S COMMENTS:

A rather comprehensive guide especially the references provided to the teacher as a source of A-V aids, etc..

Name of State	New Jersey
Agency	Department of Education, DVTE
Address	Rutgers University, New Brunswick, N.J.
)	Phone AC/





TITLE OF MATERIALS	Exploring Health	<u>Careers</u>	OE 07.	9900
	Date developed and/or re	evised: 1974		
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INTRODUCTION:

This guide is designed to offer a way of implementing a program to introduce students to health career opportunities.

FORMAT:

The guide includes a Foreword, Introduction and the following units: The Establishment of Teacher-Student Relationships; Evaluation of Student-Present Knowledge of Students; Survey of Health Careers; Tield Trips; Guest Speakers; School Interents and Some Related Health Careers; and Hospital Job Opportunities.

EVALUATOR'S COMMENTS:

An excellent guide for the orientation to health careers program at the secondary level.

Name of State	New Jersey	`
Agency	Department of Education	
Address	Rutgers University, New Brunswick, N.	J.
	Phone AC/	



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TITLE OF MATERIALS	Curriculum Materials for Vocational- Technical Career Education	OE 07.9900	
	Date developed and/or revised: 1975	,	
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		_) 28 Free	
TO ORDER, PL	EASE CONTACT: New Jersey Vocational-Tec	hnical Curriculum Laborato	ry
•	Rutgers University	· ·	•
	Building 4103-Kilmer Camp New Brunswick, New Jersey		, '



INTRODUCTION:

A curriculum materials book listing instructional packets for teachers.

FORMAT:

The instructional materials in the book are those written by faculty members of vocational-technical schools in New Jersey. Each has been field tested for one year. The materials are listed in alphabetical order, title and description.

EVALUATOR'S COMMENTS:

An excellent sourcebook for career opportunities for the secondary level.

Name of Sta	New Jersey
Agency	Department of Education
Address	Rutgers University, New Brunswick, N.J.
	Phone AC/





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INTRODUCTION:

An orientation for students into the health care field of nurse aide.

FORMAT:

The manual contains 18 chapters related to nurse aide training. The chapters are: Orientation, Introduction to the Patient, Your Working Environment, The Patient's Unit, Lifting, Moving and Transporting Patients, Personal Care of Patient, Food Service, Special Treatments, Observing and Recording Vital Signs, Patient Admission, Transfer, Discharge, Physical Examinations, Heat and Cold Applications, Preoperative Nursing Care, Postoperative Care, The Patient in Isolation, Care of the Dying Patient, and Review. Text includes glossary and self-tests.

EVALUATOR'S COMMENTS:

An excellent text for secondary students in nurse aide training.

Name of State		•	•	•		
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Address	•	_				
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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

· /	•	
TITLE OF MATERIALS	Training the Nurse Aide: Instructor's Guide (with Overhead Transparencies)	OE 07.0303
	Date developed and/or revised: 1974	
NAME OF DEVELOPER(S)	Hospital Research and Educational Trust, American Hospital Association	
OR AUTHOR(S)		
TYPE OF MATE	ERIALS: Mealth Occupation Education] Career Education
☐ Hardcopy Pages That	Paper Bound []Video Tape 256 PagesMinutes 102 Transparencies B & W 157 OverlaysColor	☐ Film ☐ Slides & Film Strips Minutes
FOR STUDENT	head Transparencies USE: [] Regular Disadvantaged Handicapped OF STUDENT: [] 9-10 [] 11-12	
•	ONAL USE: [X] Classroom Teacher [] Teacher Ed	ucator [] Guidance Personne
IS TRAINING F	REQUIRED FOR OPTIMUM USE OF THESE MATE	RIALS? (X) Yes () No
	TING SERVICES AVAILABLE? ()Yes (X)No Out This Section.	
Other com	ment:	•
COPYRIGHT R Explain	ESTRICTIONS: (X) Yes () No () None State	red
PROVISIONS I Purchase (UI Other Expl	FOR ACQUIRING MATERIALS: init cost \$)
TO ORDER, PI	EASE CONTACT: Robert J. Brady Company Bowie, Maryland 20715	



INTRODUCTION:

This set of instructor's guide and overhead transparencies are used along with the student manual. They provide for methodology and illustrations in working in the classroom environment.

FORMAT:

The instructor's guide is divided into a lesson page that includes: objectives stated in behavioral terms (skills, attitudes, cognition), basic information, listed by major topic and instructional units, preparations for teaching including aids and equipment. The content includes class discussions, suggestions, activities guides, suggested class questions and extra activities.

The transparencies include 102 in number with 157 overlays for the set. They include: Unit 1 - Introduction and Orientation; Unit 2 - The Working Environment; Unit 3 - Lifting, Moving and Transporting Patients; Unit 4 - Personal Care of the Patient; Unit 5 - Special Procedures - 1 and 2 (Unit 6); and Unit 7 - Anatomy.

EVALUATOR'S COMMENTS:

An outstanding set of teacher materials for the training of nurse aides. Technically well done and with professional class in methodology and teaching techniques.

Name of State	4					
Agency	•		•	2		
Address	<u>.</u>	<u> </u>			•	
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TITLE	Training the Food Serv Instructor's Guide	rice Worker:	OE 07.09	00	
MATERIALS				·	
	Date developed and/or revised: 1	.9 72]		
•			<u> </u>		60 (
NAME OF DEVELOPER(S)	Hospital Research and Trust, American Hospit				10 000 OH
OR AUTHOR(S)		•		,	, -
TYPE OF MAT	ERIALS: (X) Health Occupa	ition Education (Career Education		<u> </u>
☐ Hardcopy	M Paper Bound □N	/ideo Tape (□ Film	□ Slides & Film	'Strips
Pages	155 Pages	_Minutes .	Minutes	Color	·
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TO ORDER, PL	EASE CONTACT: Robert J. Bowie, Ma	Brady Company			



INTRODUCTION:

This set includes the instructor's guide and a set of overhead transparencies and 3 cutout sheets.

FORMAT:

The instructor's guide include 20 lessons that correlate with the 20 chapters in the student manual. The set of 30 transparencies include: Unit 1 - Practicing Cleanliness and Safety; Unit 2 - Understanding Foods and Butrition; and Unit 3 - Understanding Food Supplies, Costs and Cooking Methods.

EVALUATOR'S COMMENTS:

An excellent set of teacher materials and learning aids for teaching students for food service occupations.

Name of State	•			
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TITLE OF MATERIALS	Being A Food Serv	ice Worker:	OE 07.	0900
	Date developed and/or revis	ed: 1974		. ∞
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NAME OF DEVELOPER(S)	Hospital Research Trust, American H			000 OH
OR AUTHOR(S)	•			
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TYPE OF MAT	ERIALS: [X] Health	Occupation Education	[] Career Education	on
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TO ORDER, PL	EASE CONTACT: Robe Bowi		pany 0715	C. 10



INTRODUCTION:

This manual is to serve as a guide to the orientation to the health care food service worker.

FORMAT:

The manual includes 20 chapters for the student. The chapters are: 1 - Orientation; 2-3 - Sanitation; 4- Housekeeping and Safety; 5 - Nutrition; 6 - Nutrition-2; 7 - Introduction to Food Service; 8 - Introduction to Food Service-2; 9-10-11 - Introduction to Food Preparation; 12 - Production Planning; 13 - Nonfood Supplies; 14 - Employee Food Service; 15-16 - Patient Service; 17 - Cost Control; 18 - Supplementary Unit on Meat Cookery; 19 - Supplementary Unit on Fish, Egg and Poultry Cookery; and 20 - Supplementary Unit on Cold Foods.

EVALUATOR'S COMMENTS:

" An excellent student manual for secondary students or above.

Name of State	,		
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TITLE OF MATËRIALS	Training the Housekeeping Aide: Instructor's Guide	OE 07.030	0	
	Date developed and/or revised: 1973		-	6
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NAME OF. DEVELOPER(S)	Hospital Research and Educational Trust, American Hospital Association			0 ОН
OR / AUTHOR(S)			•	-1
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TYPE OF MAT	ERIALS: [X] Health Occupation Education []	Career Education		
	271 PagesMinutes 36 Transparencies8 & W	☐ Film ☐MinutesB & WColor	Slides & FilmColorB & W	Strips
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INTRODUCTION:

This set of instructor's guide with the overhead transparencies are used in conjunction with the student guide. They provide for methodology and classroom techniques in teaching housekeeper aides.

FORMAT:

The instructor's guide is divided into lesson pages that includes: objectives, basic information listed by major topics and instructional units, preparations for teaching including aids and equipment. The transparencies include: Unit 1 - Understanding Health Care, Cleanliness, and Safety; Unit 2 - Basic Housekeeping Skills, Floor and Carpet Care; Unit 3 - Special Housekeeping Tasks-1 and Unit 4 Basic Housekeeping Tasks-2.

EVALUATOR'S COMMENTS:

Another outstanding set of teacher instructional materials for training housekeeper aides.

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TITLE OF MATERIALS	Being a Housekee	ping Aide: Stude	OE 07.0	900	
	Date developed and/or re	vised: 1973		-	
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NAME OF DEVELOPER(S)		n and Educational Hospital Associat			HO 000
OR AUTHOR(S)) 	
TYPE OF MAT	ERIALS: A Healt	h Occupation Education	[] Career Education	n	-
☐ Hardcopy	2 Paper Bound	, []Video Tape	☐ Film	☐ Slides & Film Stri	ips
Pages	320 Pageb	Minutes	Minutes	Color	
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TO ORDER, PI	LEASE CONTACT: R	obert J. Brady Co owie, Maryland	mpgny 2 071 5	ons	



INTRODUCTION:

An orientation to the housekeeping aide in a health care institution.

FORMAT:

The following chapters are included in the guide: 1 - Orientation; 2 - Principles of Sanitation and Disinfection; 3 - Making Movement Qunt; 4-5 - Basic Cleaning Procedures; 6 - Maintaining Floors; 7 - Cleaning Other Surfaces; 8 - Stain Removal; 9 - Controlling Hospital Pests; 10 - Cleaning Patient Units; 11 - Cleaning Isolation Units; 12 - Special Cleaning; 13-14 - Area Cleaning; 15 - Care and Upkeep of Housekeeping Equipment; 16 - Preventing Accidents; 17-18 - Specialized Housekeeping Tasks.

EVALUATOR'S COMMENTS:

This student guide must be used with the instructor's guide for maximum use by teacher and student. The set also includes a set of overhead transparencies that provide additional information and techniques.

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MATERIALS ABSTRACT

TO ORDER, PLEASE CONTACT: Robert J. Brady Company Bowie, Maryland 20715

TITLE OF	Training the Ward Clerk: Instructor's Guide	OE 07.0300	,
MATERIALS			
·	Date developed and/or revised: 1972		
· · · · · · · · · · · · · · · · · · ·	•		
NAME OF DEVELOPER(S)	Hospital Research and Educational Trust, American Hospital Association		
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OR OR	•		٠
AUTHOR(S)		·	
7	Della Marchine Communication College	L Careca Education	
TYPE OF MATE	ERIALS: Health Occupation Education []	Career Education	
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INTRODUCTION:

This set of instructor's guide with the transparencies are to be used in conjunction with the student guide for ward clerk.

FORMAT:

The instructor's guide is divided into lesson pages that follow the student guide chapters. They include objectives stated in behavioral terms, basic information listed by major topic and instructional unit, preparations of teaching including aids and equipment.

The transparencies include: Unit 1 - Understanding The Working Environment and the Interdepartmental Relationships; Unit 2 - Understanding the Medical Terminology, Recording Techniques and Patient Care Procedures.

EVALUATOR'S COMMENTS:

An excellent student-teacher program for teaching the health care occupation of ward clerk.

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MATERIALS ABSTRACT

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Bowie, Maryland 20715

INTRODUCTION:

This guide is to orient the students with the health care field of the ward clerk.

FORMAT:

The manual includes the following topics: Chapter 1: Orientation, 2: Communications, 3: The Working Environment, 4: Patients and Visitors, 5: Emergiencies, 6: Introduction to Clerical Responsibilities, 7: The Patient's Chart, 8: Charting Responsibilities, 9: Patient-Centered Activities-1, 10: Patient-Centered Activities-2, 11: Working With The Dietary Department, 12: Working With The Laboratories, 13: Working With The Other Service Departments, 14-15: Other Departments 1 and 2, and 16: Introduction to Medical Terminology.

EVALUATOR'S COMMENTS:

This guide is to be used with the instructor's guide and transparencies for direction and orientation of the complete program both for teacher and student.

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TITLE	Caring For Children	In The Hospital:	05 07 02	n 2	
OF	Instructor's Guide	*	OE 07.03	U 3	
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	Date developed and/or revised	:\ 1973].		
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NAME]		
OF	Hospital Research a		'	-	. ⊊
DEVELOPER(S)	Trust, American Hos	pital Association		•	C
OR		· -			
AUTHOR(S)	•			1 9	
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TYPE OF MAT	ERIALS: X Health Oc	cupation Education [Career Education	·	
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TITLE OF MATERIALS	Caring For Childr Student Guide	en In The Hospi	.tal: (DE 07.0	303	
WATERIALS	Date developed and/or revis	ed: 1973	°			
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NAME OF DEVELOPER(S)	Hospital Research Trust, American H			٠.,		.000 OH
OR AUTHOR(S)					•	-
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TYPE OF MATI	FRIALS: (X) Health	Occupation Education	n [] Ca	reer Education	n	,
☐ Hardcopy		[]Video Tape	. □ Fi	lm	□ Slides & F	ilm Strips
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TO ORDER, PL	EASE CONTACT: Robe Bowd		mpany 20715	,	•	4 R.



INTRODUCTION:

' This book is a supplement to "Being A Nurse Aide".

FORMAT:

The guide includes 16 chapters related to working with children in hospital environments. Each chapter deals with a specific topic and includes pertinent information related to each. Tests at the end for student evaluation.

EVALUATOR'S COMMENTS:

A good supplement for the nurse aide training programs at the 11-12th grade levels.

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TITLE OF MATERIALS	Vocations: Medical Careers	OE 07. 9900
	Date developed and/or revised: 1971	
NAME OF DEVELOPER(S)	A.I.M.S. Instructional Media Services	
OR AUTHOR(S)		
TYPE OF MATI	ERIALS: M Health Occupation Education [Career Education
.*	PagesMinutes B & W Color	☐ Film ☐ Slides & Film Strips Minutes ☐ Color ☐ B & W Color ☐ Size ☐ Audio (★)Yes ()No Other
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Purchase (Un	OR ACQUIRING MATERIALS: it cost \$)) Free ERIC Number Set with Cassettes
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INTRODUCTION:

The Medical Careers programs consists of 50 sound strips describing various job classifications for health occupations. Each Set includes a Student Guide and Counselor Guide for additional information, sources, educational requirements and points of entry.

FORMAT:

The filmstrip series includes 50 job descriptions divided into 5 Sets. Each set contains 10 titles, nine describing specific jobs available in this field and one title is an overview describing the duties and work responsibilities.

Content by Set:

- I. Nursing Service Order Number 1435
- 2. Medical Technicians Order Number 1436
- 3. Medical Aides Order Number 1437
- 4. Hospital Administration Order Number 1438
- 5. Medical Therapists Order Number 1439

EVALUATOR'S COMMENTS:

Set 4: Hospital Administration and Set 5: Medical Therapists not applicable for the secondary level since they require more training than high school entry-level preparation. An excellent series of filmstrips for 9th and 10th grade orientation programs.

	STATE
2	SUBMITTING
,	ABSTRACT

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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

•			 	•	
TITLE OF MATERIALS	Jobs in Health Service		OE 07.	OE 07.0900	
	Date developed and/or revis	sed: 1971	·		
,			•	901 (
NAME OF DEVELOPER(S)	Coronet Instructional Media			000 OH	
OR AUTHOR(S)				· —	
TYPE OF MAT	ERIALS: [X] Health	Occupation Education	n [] Career Educat	ion	
☐ Hardcopy	[] Paper Bound	□Video Tape	☐ Film	Slides & Film Strips	
Pages	Pages	Minutes	Minutes	_ X _Color	
•	•	B & W	B & W	B & W	
[] Casa	•	Cqlor Size *	Color	Audio (*)Yes ()No	
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Chicago, Illinois 60601

INTRODUCTION:

Provides the students with an introduction (orientation) to 8 jobs in the health services. Additional career information regarding each is contained in a handbook which accompanies the filmstrips.

FORMAT:

The set of filmstrips and/or records or cassettes includes information on the following careers: Nurse Aide, Nuclear Laboratory Assistant, Optometric Assistant, Optical Technician, Dental Assistant, Dental Laboratory Technician, Medical Photographer and Radiology Technician. The handbook includes qualifications, income levels, employment outlook, negative aspects, looking for employment and where to obtain additional information on these careers.

EVALUATOR'S COMMENTS:

These careers in health services are well presented for orientation programs at the 9th and 10th grade levels.

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TITLE		
OF	Rescue Squad	OE 07.0900/
MATERIALS	C-3112	•
	Date developed and/or revised: 1972	
NAME		000
OF	Encyclopaedia Britannica Educational	_
DEVELOPER(S)	Corporation	C
OR	,	
AUTHOR(S)		i
	The state Course of States	Career Education
TYPE OF MAT	0	
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TO ORDER. PI	EASE CONTACT: Enguel angold a Profit annual	
	Encyclopaedia Britannica 425 North Michigan Avenu	a Educational Corporation
	Chicago, Illinois 6061	
	3 ,	<i>~``</i>



INTRODUCTION:

This film is a document for a typical day and night in the work of the rescue squad.

FORMAT:

It is first of all a documentary to foster a greater understanding and empathy for the people involved as well as to increase awareness in the wide range of career possibilities.

EVALUATOR'S COMMENTS:

An excellent documentary film to introduce rescue workers and their daily life duties.

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TITLE OF	Intern: A Long Year	OE 07.9900
MATERIALS		
4	Date developed and/or revised: 1972	<u>~</u>
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NAME		o o o
OF	Encyclopaedia Britannica Educational	
DEVELÓPER(S)	Corporation	9
OR		1
AUTHOR(S)		
TYPE OF MAT		Career Education
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TO ORDER, PI	LEASE CONTACT:	an Educational Corneration
₩	Encyclopaedia Britannio 425 North Michigan Aver	ca Educational Corporation nue
	Chicago Illinois 6061	



INTRODUCTION:

This film depicts the responsibilities and demanding schedules that are a part of an intern's routine.

FORMAT:

The objectives of the film include his responsibilities and schedule, but also to provide an insight into the internship year as one aspect of the medical world of work as well as to expose students to the problems that doctors confront in their professional practice.

EVALUATOR'S COMMENTS:

Good views of intern's daily life. Class should be prepared ahead of time with the scenes of the overdose patient, labor and delivery, and geriatric patients.

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TITLE OF MATERIALS		brary of Audio-Vi		07.0900		
	Date developed and/o	r revised: 1974				, o
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NAME OF DEVELOPER(S)		ration, Subsidairy Barden Grove, Cali				000 OH
OR AUTHOR(S)						
TYPE OF MATI	RIALS: 🔀 He	ealth Occupation Educati	on [] Career E	Education		
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TO ORDER, PL	I	Frainex Corporatio P.O. Box 116 Garden Grove, Cali			cartridg	ge



INTRODUCTION:

This book includes a listing of more than 450 health training programs of which more than 180 programs are currently being used for nurse aide programs at the high school level.

FORMAT:

Each program consists of an instructor's guide, program objectives, script, tasks sheets and a bibliography. Student tests are provided so that they can evaluate their performance.

EVALUATOR'S COMMENTS:

Very well prepared and documented audio-visuals. Every high school instructor should include many of these film loops into their existing programs.

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OCCUPATIONAL CURRICULUM MATERIALS ABSTRACT

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TITLE OF MATERIALS	Ethics for the	Nursing Assistan	o <u>t</u> OE	07.0303	
3	Date developed and/or	revised: 1973-74			9
NAME OF DEVELOPER(S)	Career Alds, I	nc,			, G
OR AUTHOR(S)		3		*	
TYPE OF MAT	ERIALS: [] He	alth Occupation Educati	on [] Career	Education	30
	-	Minutes B & W Color Size sadvantaged □ Handic	☐ Film —_Minute B & V —_Color Size apped ☐ Other	98 <u>X</u> .C VB —————————————————————————————————	es & Film Strip Color • • • • • • • • • • • • • • • • • • •
FOR PROFESSI	ONAL USE: [X] Clas	sroom Teacher [] Te er	eacher Educator	[] Guidance Perso	onne ⁾
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C Purchase (U)	FOR ACQUIRING M nit cost \$) nin \$50.00 with r	ATERIALS: □ Rent (Unit cost \$ ecords - \$55.00 c	assettes	ree	umber
•	EASE CONTACT:	Career Aids, Inc. 5024 Lankershim I North Hollywood,	Boulevard	91601	225



INTRODUCTION:

This is an audio-visual flexible learning system consisting of film loops with record or cassette designed to assist the instructor in allied health occupations programs.

FORMAT:

The set includes the film loops, tapes/records, a training guide for the instructor and evaluations with pre-tests and post-tests. The set includes: Ethics for the Nursing Assistant; Observing the Patient; Planning Nursing Care; Health and Safety: Maintaining A Clean Environment; The Nursing Team and the Law; Care of the Geriatric Patient, Introduction to Shock Management; Nursing Staff Oral Communications; Care of the Terminally III and Respiratory Emergencies.

EVALUATOR'S COMMENTS:

The film loop on "Ethics" has a good description of health aide's role in relation to patients. Could be used in 9-10th grade but entire set is geared for 11-12th or higher. The loop, "Communications", is a good view of the importance of attitude, tone of voice, word choice, gestures, in communicating with others. Could be used for 9-10th grades. The other remaining loops are 11-12th grade level. The exact placement of all films would have to be determined by the instructor after previewing all in each set. Technically well done.

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TITLE	Patient Adjustment	OE 07.0300
MATERIALS	Date developed and/or revised: 1974	
	Date developed and/or revised: 1274] =
NAME OF DEVELOPER(S)	Career Aids, Inc.	000 OH
OR AUTHOR(S)		•
TYPE OF MATI	ERIALS: [X] Health Occupation Education []	Career Education
_	PagesMinutesB & WColor	☐ Film
FOR PROFESSION	ONAL USE: [X] Classroom Teacher [] Teacher Edu	icator [] Guidance Personnel
IS TRAINING R	EQUIRED FOR OPTIMUM USE OF THESE MATER	RIALS? (X) Yes'() No
If Yes, Please Fill By, whom:	ING SERVICES AVAILABLE? ()Yes (X)No Out This Section:	
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☐ Purchase (Un	OR ACQUIRING MATERIALS: it cost \$) □ Rent (Unit cost \$) in \$50.00 with records - \$55.00 with ca)
TO ORDER, PL	EASE CONTACT: Career Aids, Inc. 5024 Lankershim Boulevar North Hollywood, Califor	d



INTRODUCTION:

A flexible learning system of film loops with cassettes or records designed to assist the instructor in health occupations programs.

FORMAT:

Each set includes a teacher's guide, objectives, activities, tests and bibliography. This set includes: Isolated Patient; Understanding the Difficult Patient.

EVALUATOR'S COMMENTS:

Technically well done program set. Placement is difficult since some of the loops are above high school level and several could be used at 9-10th grade levels.

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TITLE	n		05.07.0	
OF	Personal Health Edu	ication Series	OE 07.0	900
MATERIALS	•		. •	•
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NAME	,			
OF	Career Aids, Inc.			
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OR.				•
AUTHOR(S)				•
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TYPE OF MAT	ERIALS: [X] Health O	ecupation Education	[] Career Education	
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•	Career	Aids, Inc.	≀ d	
		ankershim Boulev Hollywood, Calif		
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INTRODUCTION:

A set of six individualized learning packets for students and teachers in health occupations programs.

FORMAT:

Each of the six packets include tapes, guidelines and additional resources for study. Included are: The Pill, Pre-Natal Care, Basic Human Sexuality, Stomach Distress, Lower Back Pain. A pre-test with additional information and simple illustrations and a post-test are included.

EVALUATOR'S COMMENTS:

The material seems geared to a broad range of learning abilities (possibly 10th through post secondary) and a teacher would have to preview and evaluate where it would best fit into her program at the secondary level.

230

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TITLE OF MATERIALS	Career Development Series: Health Oc	and Guidance cupations	OE 07.0	900
	Date developed and/or revise	d: 1975		,
				=
NAME OF DEVELOPER(S)	Educational Projec	tions Corporation		0 0
OR AUTHOR(S)				e e
TYPE OF MATE	ERIALS: (X) Health C	Occupation Education	[] Career Education	
☐ Hardcopy —— Pages [※] Sets of 12	[] Paper Bound Pages	☐Video TapeMinutesB & WColorSize	☐ FilmMinutesB & WColor	Slides & Film Strips Color B & W Frames Audio ()Yes (X)No
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TO ORDER, PL		tional Projection Lake Terrace		



TNTRODUCTTON:

A set of 12 filmstrips that presents a success story by telling of someone who went back to school or continued schooling to qualify for a job in health occupations.

FORMAT:

The series are in the following parts: Part 1 - tells of the person who goes back to school and what is involved in the training; Part 2 - gives job specifiecs, outlines course of study, promotional chances, salary potential and personal rewards. The series includes:

2034-A: Surgical Technician

2034-B: Optometric Assistant

2035-A: Nurse's Story

2035-B: Ward Clerk, Hospital 2036-A: Practical Nurse

2036-B: Certified Laboratory Technician

2037-A: Electronic Technician

2037-B: Business Machine Mechanic

2038-A: Business Education

2038-B: Cosmetology

2039-A: Technical Drafting

2039-B: Commercial Cooking

EVALUATOR'S COMMENTS:

An excellent series for 9-10th grade orientation programs.

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TITLE OF MATERIALS	Careers in Nursing	OE 07.03	300
	Date developed and/or revised 1973		
			, =
NAME OF DEVELOPER(S)	Pathescope Educational Eilms, In	ıc.	OU OH
OR AUTHOR(S)			
TYPE OF MAT	ERIALS: [X] Health Occupation Education	[] Career Education	
☐ Hardcopy ☐ Pages [] Sets	☐ Paper Bound ☐ Video Tape —— Pages —— Minutes —— B & W —— Color —— Size	☐ Film Minutes B & W Color Size	X Slides & Film Strips X Color B & W 160 Frames Audio (X)Yes ()No
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∍ ☐ Purchase (U	FOR ACQUIRING MATERIALS: nit cost \$)	ERIC Number
TO ORDER, P	LEASE CONTACT: Pathescope Education 71, Weyman Avenue New Rochelle, New N		2 33 - ,



INTRODÛCTION:

This series describes the field of nursing as a profession, what they do, how they function on the health team and various hospital nursing duties.

FORMAT:

Part I of this filmstrip provides the broad picture of the career area using interviews with real people. Part II focuses on the job itself by providing details, etc.

EVALUATOR'S COMMENTS:

Technically well done program that could be used for orientation program at the lower high school levels.

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TITLE OF MATERIALS	Careers in Health Services	OE 07.	0900
	Date developed and/or revised: 1973		
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NAME OF DEVELOPER(S)	Pathescope Educational Films,	Inc.	
OR AUTHOR(S)			
e e		,	•
TYPE OF MATI	ERIALS: [X] Health Occupation Education	on [] Career Education	on
☐ Hardcopy —— Pages *	☐ Paper Bound ☐ Video Tape —— Pages ——Minutes ——B & W ——Color ——Size	☐ Film ——Minutes ——B & W ——Color ——Size	Slides & Film Strips _X_ColorB & W 160 Frames Audio (X)Yes ()No
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☐ Purchase (Un	OR ACQUIRING MATERIALS: it cost \$) □ Rent (Unit cost \$ in \$42.00 for records, \$46.00 for)	☐ ERIC Number
TO ORDER, PL	EASE CONTACT: Pathescope Educat 71 Weyman Avenue	ional Films, Inc.	



INTRODUCTION:

The series of filmstrips takes a "why you might be attracted to this career" approach using a two part approach. The first part covers the broad spectrum of all the careers and the second part focuses on the details of the careers.

FORMAT:

Each program contains two color filmstrips with approximately 80 frames, sound on record or cassette for 30 minutes running time as well as a teacher's manual. The series includes careers in and around hospitals from technicians to housekeepers as well as outside the hospitals in industry, volunteer services and government.

EVALUATOR'S COMMENTS:

Technically well done. A good series for 9-10th grade orientation programs.

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