



Jawahar Medical Foundation's
**ANNASAHEB CHUDAMAN PATIL MEMORIAL
COLLEGE OF NURSING, DHULE**

Rec. By- Indian Nursing Council, New Delhi / Maharashtra Nursing Council, Mumbai
Maharashtra University of Health Sciences, Nashik / GOVT. of Maharashtra

POLICY MANUAL (SOP)

FOR

COMMUNITY HEALTH NURSING LAB

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**DEPARTMENT OF COMMUNITY HEALTH
NURSING**

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INTRODUCTION

The Community Health Nursing Lab is a crucial component of nursing education, providing students with hands-on experience in applying theoretical concepts to real-world community health settings.

The Department of Community Health Nursing was established in 2008 with an intake of 50 seats Bsc Nursing students and in 2022 with an intake of 50 seats Post Basic Bsc Nursing under the guidance of Chairman and founder of Jawahar Medical Foundation Late. Dr. Annasaheb Bhaidas Chudaman Patil.

VISION

The vision of our Department in JMF's ACPM College of Nursing is to provide a community –focused nursing education, research and practice to students that promotes health equity, social justice and excellence in care.

MISSION

1. To prepare nursing professionals who can deliver high quality patient-centered care in community setting.
2. Excelling the knowledge and skills of the student nurses in Community Health Nursing.
3. To produce nursing graduates and post-graduates who is committed to extend their services to the community by providing preventive, curative, rehabilitative and referral services.

AIM

The lab aim is to equipping students with the skills and knowledge necessary to promote health, prevent disease, and provide care to individuals, families, and communities.

OBJECTIVES

1. Understand community health nursing principles and concepts.
2. Develop skills in community assessment, planning, and intervention.
3. Apply nursing process to community health settings.
4. Foster collaboration and communication with community members and healthcare teams.
5. To stimulate the students for providing planned and incidental health teaching to families and individuals

KEY FOCUS AREAS

1. Community assessment and profiling
2. Health promotion and disease prevention
3. Family health care and counseling
4. Epidemiology and biostatistics
5. Health education and communication

PURPOSE OF POLICY AND PROCEDURES OF LAB

1. Ensure student safety and well-being
2. Maintain high standards of practice and professionalism
3. Provide clear guidelines for lab activities and protocols
4. Promote effective learning and skill development
5. Comply with regulatory and accreditation requirements
6. Establish accountability and responsibility among students and faculty

LAB CONDUCT AND BEHAVIOR

1. All Students should review procedures and scenarios prior to the lab session.
2. All student and faculties follow lab hours strictly as mentioned in the timetable.
3. All Students should participate in a lab orientation conducted by Community Health Nursing Lab.
4. No food or drink or other products are allowed in the lab.
5. Mobile phones are strictly prohibited in lab or during sessions.
6. Students need to fill out their logbook as part of the completion of the curriculum requirement.
7. No equipment or supplies can be taken out of the lab without in charge's permission.
8. Any material, equipment or furniture used should be returned clean, in proper form and in proper place ready for the next use.
9. Replace the chairs and other utilities when leaving the area.
10. Always sign in and out of the lab for both practice and presentation.

ARTICLES AND EQUIPMENT UTILIZATION POLICY

A. INVENTORY POLICY :

1. The College Dean/Principal is responsible for the initiation of all equipment purchase orders.
2. In charge faculty will update the list of equipment needed for the Lab each year and provide the list to the College Dean/Principal.
3. Final purchase decisions are made by administration
4. The lab in charge faculty should maintain an inventory register.
5. The lab in charge faculty is responsible for receiving, and inspecting the equipment into the list of inventories.
6. Procedure for fixing equipment purchased clinical skills

B. UTILIZATION POLICY:

1. Ensure by the faculty and students, the lab are in a good condition after each utilization.
2. It should be clearly mentioned the date, time and purpose of using the lab in the register.
3. A lab utilization register should be followed by the lab.
4. The register should be duly signed by the faculty who is using the lab.

C. BORROWING POLICY:

1. The College of Nursing reserves the right to add equipment that is considered for curriculum goals and objectives.
2. The College of Nursing will take up authority to dispose of equipment believed inappropriate for addition to the Lab.

LAB SAFETY POLICY

1. All faculties entering the lab for practical must follow the dress code and this coat not is worn in non laboratory areas.
2. Lab in charge should make clear that all the instruments are in working condition and linen items are sent to laundry regularly.
3. In case of damage or loss of an item by any students, ask the students to make arrangements to replace them. Please notify the lab in charge if any equipment is broken, missing, or need to be replacement.
4. Damage articles should be sent for repair through proper channel.
5. The manual will be available in the lab and students will be instructed to review the contents during the orientation time itself.
6. In case of fire or fire emergency, students and faculty should become familiar with the location of the nearest fire extinguishers.
7. Each faculty member will be responsible for her own and as well as student's safety.
8. Students should report recent injuries, illnesses, or communicable diseases to the faculties as soon as possible so that necessary precautions may be taken.
9. Students should be well-informed of the care, handling, and proper use of equipment prior to using it in the laboratory.
10. Failure to obey to guidelines can result in disciplinary action.

JOB DESCRIPTION OF MEMBERS (FACULTY & STUDENTS)

A. STUDENTS:

1. Participating in lab activities, such as simulations, case studies, and role-playing exercises, to practice skills like patient assessment, health education, and care planning.
2. Maintain cleanliness of the area where they are practicing.
3. Report damage or malfunction of the lab equipment.
4. Doors must be locked when the lab is not in use.
5. No students are to be in the lab without the Lab faculty.
6. Inform the concerned faculty of any particular learning needs.
7. Inform the instructor if handouts or supplies are running low.
8. Share the opportunity to practice.

B. FACULTIES:

1. Ensuring lab safety and adherence to policies and procedures.
2. Evaluating student performance and providing feedback to help students improve their skills.
3. Planning and delivering lab activities and simulations that meet learning objectives.
4. Providing feedback and assessment to students on their performance in lab activities.
5. Updating lab policies and procedures as needed.
6. Monitoring procedures performed by the students.
7. Orient the students in the lab.
8. Determining the inventory needs of the lab.
9. Recommending general cleaning in the lab.
10. Maintain lab with safety regulations.

MAINTAINING CLEANLINESS POLICY

A. GENERAL CLEANLINESS:

1. Ensure hands are washed thoroughly with soap and water before and after handling equipment, clients, or materials.
2. Use hand sanitizer when soap and water aren't available.
3. Clean and disinfect surfaces and equipment regularly, especially after use.
4. Dispose of waste and trash properly in designated bins.

B. EQUIPMENT CLEANLINESS:

1. Clean and disinfect equipment after each use, following manufacturer's instructions.
2. Use sterile equipment for invasive procedures.
3. Store equipment in designated areas, keeping them clean and organized.
4. Regularly inspect equipment for damage or malfunction.

C. CLIENT INTERACTION:

1. Use personal protective equipment (PPE) when interacting with clients, such as gloves, masks, and gowns.
2. Ensure clients wash their hands before and after interactions.
3. Maintain client confidentiality and dignity during interactions.

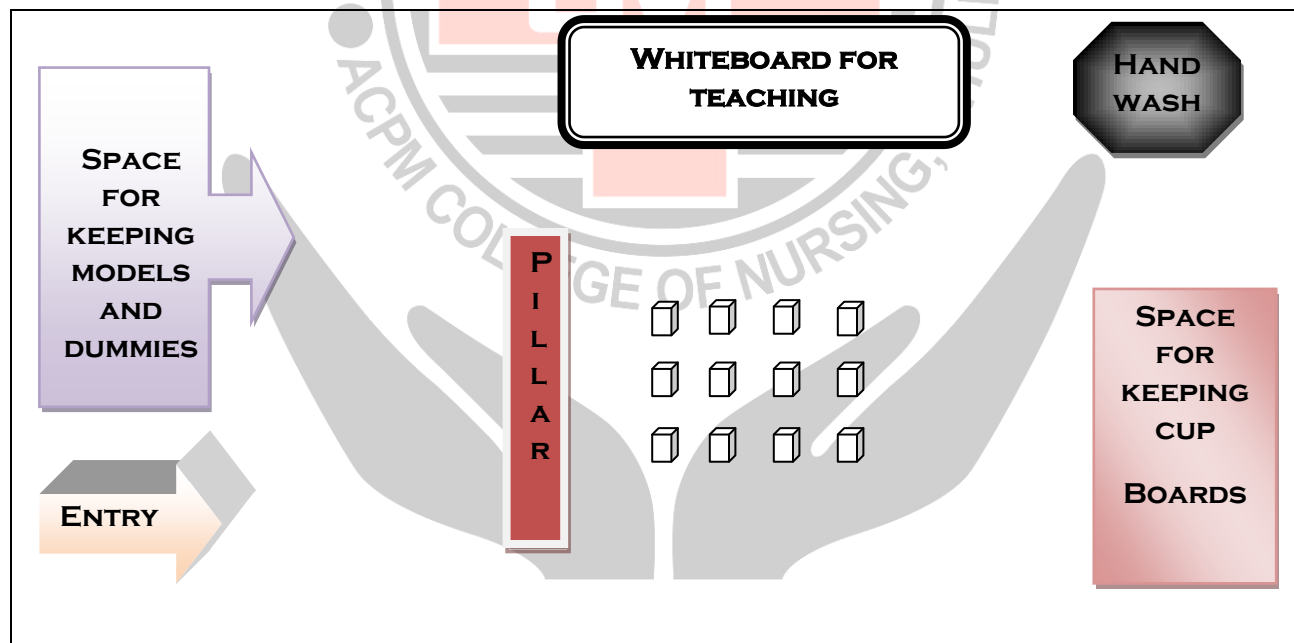
D. LAB MAINTENANCE:

1. Schedule regular cleaning and disinfection of lab surfaces and equipment.
2. Ensure proper ventilation and lighting in the lab.
3. Store supplies and equipment properly, keeping them out of reach of unauthorized personnel.

LAB LAYOUT

The community Health Nursing lab is currently placed at 2nd floor of the college building. The lab is occupied in 1500 sq. ft. area. The lab is attached to classroom on the other side it is attached with male washroom. The lab is having separate door or ventilation along with 24x7 CCTV Surveillance. Lab is well equipped with state of art facilities and simulations.

The laboratory is also equipped with community bags and articles for performing various procedures.



Lab layout for 1500 sq. ft.

AREAS OF POSTING

A. RURAL PUBLIC HEALTH (RPH):

- Primary Health Center- Kusumba, Dhule
- Primary health Center - Aanandkhede, Dhule

B. URBAN PUBLIC HEALTH (UPH):

- Urban Health training Center- Raulwadi, Dhule
- Urban Health training Center- Station road, Dhule



FACULTY IN CHARGE

Sr. No.	Name of the faculty	Designation
1.	Mr. Prashant Victor Pawar	HOD cum Associate Professor
2.	Ms. Renuka Prakash Sonawane	Assistant Professor/Lecturer
3.	Mr. Rajendra Pitambar Lohar	Assistant Professor/Lecturer
4.	Mr. Jitendra Abhimanyu Ghate	Tutor/Clinical Instructor
5.	Ms. Akanksha Pramod Chavan	Tutor/Clinical Instructor

