



ESIC
NURSING OFFICER

**EMPLOYEES' STATE INSURANCE
CORPORATION**

Volume – 1

**FUNDAMENTALS OF NURSING, NURSING
AND DRUG STORE MANAGEMENT**



FUNDAMENTAL OF NURSING

1. Introduction	1
2. Acid – Base Balance	2–13
3. ABG Analysis	14–17
4. Enema	18–28
5. Vital Sign	29
➤ Temperature	30
➤ Thermogenesis/lysis	30–39
➤ Fever	40–45
➤ Pulse	45–50
➤ Respiration	51–54
➤ Blood Pressure	55–59
➤ Pain	60–61
6. Nursing Process	62–69
7. Health Assessment	70–76
8. Drug Administer	77–82
9. Drug Calculation	83–88
10. Injection	88–93
11. Rights	93–94
12. Positions	94–103
13. Cardio – Pulmonary Resuscitation (CPR)	104–109

14. Foreign Body Airway Obstruction	110
15. Bio – Medical Waste Management (BMWM)	111–116
16. Antidotes	116–118
17. IV Therapy	119–123
18. Cannula IV	123–130
19. Hot & Cold Application	130–136
20. Sitz Bath	137–139
21. Medical – Surgical Asepsis	139–143
22. Sterilization	144–149

MANAGEMENT

23. Definition of Administration	150
24. Principle of Administration	150–154
25. Management Definition	155–158
26. Difference B/w Administration of Management	158–159
27. Functions of Management	160–161
28. Management Techniques	162–170
29. Management Theories	171–172
30. Planning	173–179

31. Organization	180–183
DRUG STORE MANAGEMENT	
32. Trade, industry, and management	184–189
33. Forms of business organizations	190–196
34. Channels of distribution	197–203
35. Drug house management	204–206
36. Inventory control	207–209
37. Sales promotion	210–212
38. Recruitment and evaluation of pharmacist	213–215
ACCOUNTANCY	
39. Introduction to accounting	216–217
40. Book keeping	217
41. Double entry system	218–220
42. Journal & Ledger	218–220
43. cash book	220–223
44. Trial balance	223–226
45. Profit and loss account	226
46. Balance sheet	226–228
47. Computer in Nursing	228–242

FUNDAMENTAL OF NURSING

* Intro →

⇒ Florence Nightingale / Founder of modern nsg
Also known as "Lady with the lamp"

Born → 12 May 1820 in Florence Italy

Died → 13 Aug 1910 park lane London england
UK (United Kingdom)

"International Nurses Day → "12 May"

⇒ The 1st nsg school was Florence Nightingale's training school at Thomas Hospital London.

* Nursing → Comes Latin word "Nourie" that means →

- * To Nourish
- * To Cherish
- * To Support
- * To Good Health

Pon → Atom → charges → + - Ionom

↓
Cation

Blood pH → 7.35 - 7.45

* Acid - Base Balance *

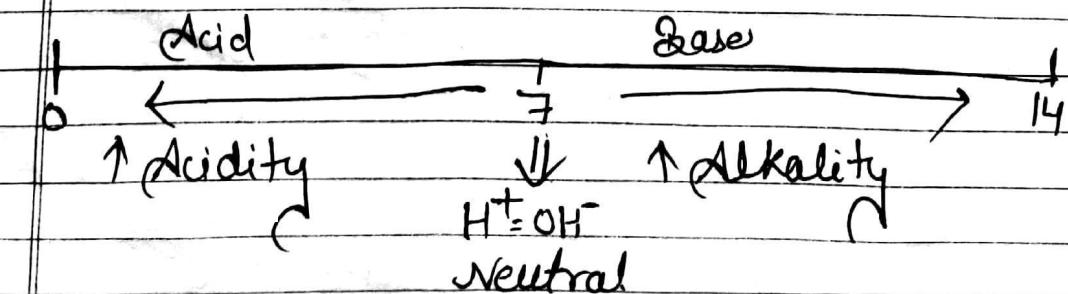
Acid

Base

① They contain H^+ ion	① They contain <u>Hydroxide ion (OH^-) OR Hydroxyl ion (OH)</u>
② Denote H^+ (Hydrogen)	② Denote OH^-
③ OH^- acceptor	③ H^+ acceptor
④ pH → less than 7	pH → More than 7
⑤ Test → sour	⑤ Test → Bitter
⑥ Eg → HCl	⑥ Eg → NaOH

* pH scale

(Power of Hydrogen / Potential of Hydrogen)
 * Invented By Dr. Soren Sorenson (1909)



Homeostasis \Rightarrow Balance b/w in Internal or External environment.
 \downarrow \downarrow
 Home Standing

* Formulae of pH \Rightarrow

$$pH = \log \left(\frac{1}{H^+} \right)$$

$$pH = -\log H^+$$

~~DSSB~~
Q

pH = Negative logarithm of Hydrogen ion

* ACID-BASE REGULATION \Rightarrow Maintain By Mechanism

① Chemical Regulation

② Physiological Regulation

③ K⁺ Exchange

① Chemical Regulation \Rightarrow

* Buffer \Rightarrow

A substance or group of substances which can absorb or donate Hydrogen ion (H⁺) to correct acid-Base imbalance.

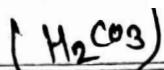
Buffer system present in body \Rightarrow

a) Bicarbonate + Carbonic acid

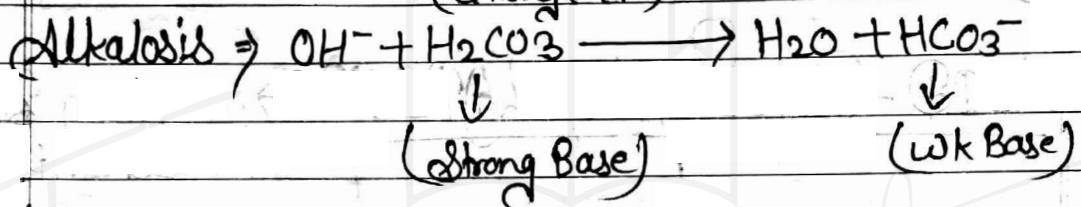
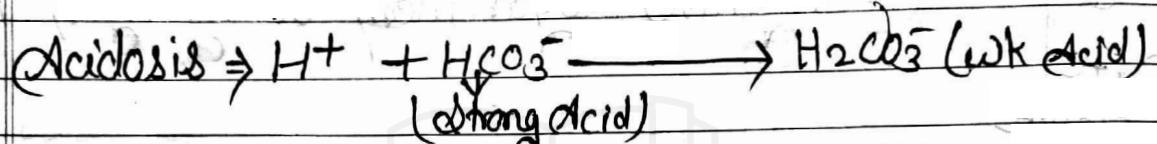
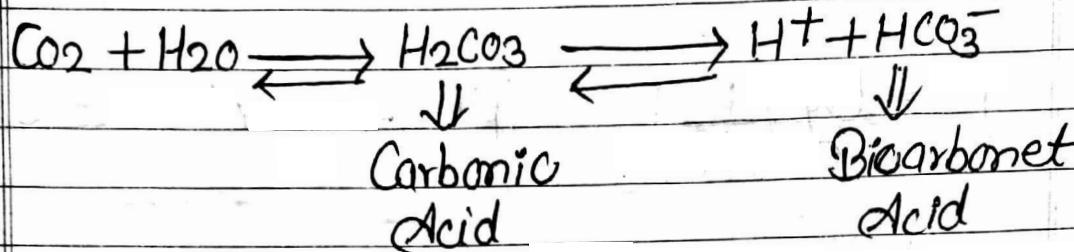
b) Phosphate

c) Plasma protein \rightarrow (Albumin)

d) Hemoglobin



Q) Bicarbonate and Carbonic acid ⇒



⇒ Also known as primary Buffer

Q) ⇒ Bicarbonate : Carbonic acid
20 : 1

** Our Body maintains the pH 7.4 by 20 part Bicarbonate and 1 part Carbonic acid.



20 : 1

$$24 \text{ meq/L} = 1.2 \text{ mg/L}$$

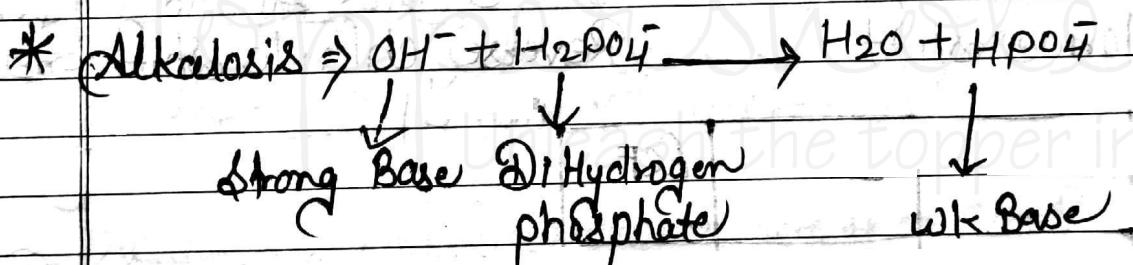
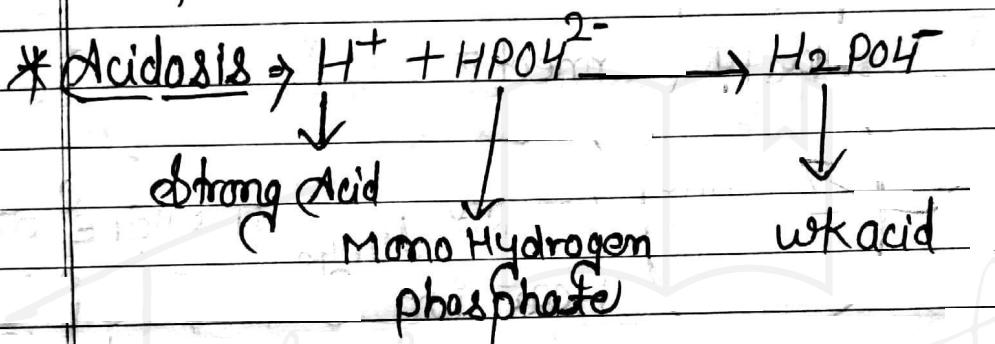
* Q) * Carbonic acid is controlled by lungs through excretion of carbon dioxide.

* Q) Bicarbonate is controlled by kidney through excretion.

Volatile acid \Rightarrow 13000 - 30,000 mEq per day excreted by lungs

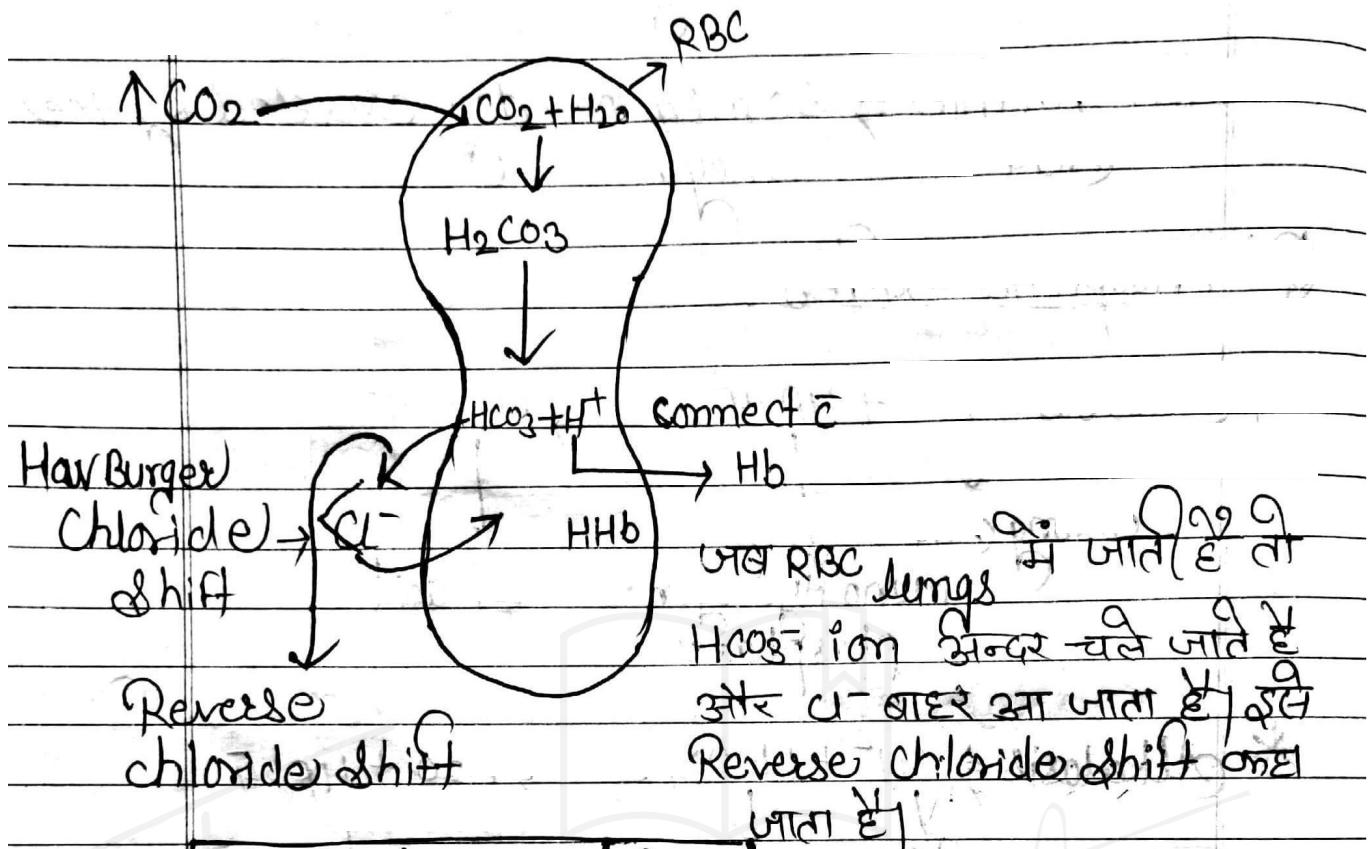
Non-volatile \Rightarrow 50 mEq per day excreted by the acid kidney.

(B) Phosphate Buffer



(C) Plasma protein (Albumin) \Rightarrow It is a negative charge protein act as a buffer.

(D) Hemoglobin \Rightarrow System maintain acid-base balance by a process \Rightarrow Called "chloride shift".



O₂	Tan	JCF	ECF
cation	K^+	not	
anion	PO_4^{2-}	Cl^-	

② Physiological Mechanism \Rightarrow

(A) Respiratory Mechanism \Rightarrow By Lungs.

Acidosis \Rightarrow Rate / depth $\rightarrow 1\text{se} \rightarrow$ Hyperventilation

Alkalosis \Rightarrow Rate / depth $\rightarrow \sqrt{1\text{se}} \rightarrow$ Hypoventilation

90% Acid in Body

③ Renal Mechanism → By kidney.

Acidosis →

H⁺ ion secreted into tubules and combined with Buffer and excreted in the form of urine.

Alkalosis →

The bicarbonate secreted into tubules and combine with electrolyte (Na) and excreted in the form of urine.

④ ~~Imp~~

K⁺ Exchange)

K play a exchange role to maintain acid-base balance.

Acidosis → Hyperkalemia (More than 5 mEq/L) Because H⁺ ion inside and K⁺ outside exchange



Alkalosis → Hypokalemia (Less than 3.5 mEq/L)

Normal ⇒ 3.5 - 5 mEq/L
Serum K⁺ Level

* In acid-base imbalance monitor K level closely

In alkalosis H^+ ion decrease + OH^- ion increase for correction alkalosis H^+ ions comes cell to outside of cell + K^+ go into the cell

* ACID-BASE IMBALANCE

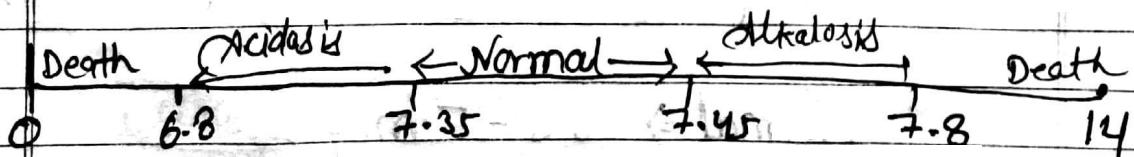
① Acidosis

② Alkalosis

(A) Respiratory

(B) metabolic

(A) Respiratory (B) Metabolic



(1) Acidosis →

(A) Respiratory acidosis

It is due to H^+ ion due to alveolar Hypoventilation.

Causes → i) Respiratory System Disorder

Eg → Asthma

COPD, Emphysema

Bronchiectasis, pulmonary edema, pulmonary Embolism, pneumonia.

(2) Brain Trauma

(3) CNS Depression Eg → Sedative

Causes → RBC → R → Respiratory System disorder

B → Brain Tumor

C → CNS Depression

Narcotic's

Anesthesia.

C/M →

(Sleeping state)

* Hypoventilation → Hypoxia

* Drowsiness, Dizziness, Disorientation

Headache, Coma

* Hypotension

* Dysrhythmia, warm flushed skin

* Seizure.

Mgt →

→ O₂ therapy

→ Semifowler's position

→ Suctioning

→ Hydration → Improve

- ⇒ Antibiotic if Respiratory Infection
- ⇒ Encourage deep Breathing & Coughing.
- ⇒ ET intubation & Mechanical ventilation if respiratory distress present.

(B) Respiratory Alkalosis ⇒

↓ So in H^+ ion due to alveolar Hyperventilation

* Causes ⇒ HOPF

H ⇒ Hypoxia

H ⇒ Hysteria

O ⇒ Overventilation by mechanical ventilator

P ⇒ pain

F ⇒ fever due to ↑ metabolic Rate

$1^\circ F = \uparrow 10\% \text{ OF Metabolism}$

* C/M ⇒

~~⇒~~ Hyperventilation

⇒ Lethargy, Light Headache, Confusion

⇒ Nausea, vomiting, Epigastric pain

⇒ Tachycardia, dysrhythmias

~~⇒~~ Tetany, Numbness, Tingling in Extremities

⇒ Seizures

Tetany → Due to deficiency of calcium

* Mgt ⇒

⇒ Encourage appropriate breathing pattern

⇒ Voluntary hold of Breath

⇒ Use of Rebreather mask OR CO₂ Breath By paper bag

⇒ Appropriate care of the pt. on mechanical ventilator.

⇒ Injection Calcium Gluconate → If tetany

(C) Metabolic Acidosis ⇒

* Definition ⇒ Increase in H⁺ ion due to abnormal metabolic process.

* Causes ⇒ DR.HIMES

D → Diabetes Mellitus / Ketacidosis (DKA)

R → Renal Insufficiency / Acute kidney / Kidney Injury / Chronic Kidney disease

H → High fat diet

→ (oxidation → Formed Ketone Body) (Impaired function of kidney + formation of uric acid)

I → Insufficient metabolism of CHO (Because)

Break CHO with O₂ → formed Lactic acid + ATP

M → Malnutrition / Starvation

E → Excessive Ingestion of Aspirin [Acetyl Salicylic Acid]

S → Severe Diarrhoea (Altimity alkaline juice excreted)

* C/M → Hyperventilation → Regular but浅 Rate and depth of Respiration

Bnp → Kussmaul's Respiration →

- ⇒ Drowsiness, Confusion, Headache, Coma
- ⇒ Hypotension, warm flushed skin, Dysrhythmia (vasodilation)
- ⇒ Nausea, vomiting, Abdominal pain, Diarrhoea

* Mgt → Correct underlined Cause

(D) Metabolic Alkalosis →

Def. →

↓the H⁺ ion due to abnormal metabolic process.

* Causes → Because ↑ the amount of citrate (Because ↑ the amount of citrate and convert citrate → Bicarbonate)

M → Massive Blood transfusion

Ex → Excessive vomiting / GI suctioning / antacid

D → Diuretics

due to excessive aldosterone and excrete Excessive H⁺ out of Body

H → Hyperaldosteronism

I → Ingestion / Infusion of Excess ~~of~~ bicarbonate

C/M →

~~Bmp~~ → Hypoventilation

→ Drowsiness, Nervousness, Confusion

→ Tachycardia, Dysrhythmia

→ Anorexia, nausea, vomiting

~~Bmp~~ → Tetany, Tremors, muscle cramp, tingling
in Extremities.

↳ Involuntary
(jerky movement)

→ Seizure

Mgt

✓ Correct / treat underlying cause.

* Acidosis and Alkalosis is diagnosed / checked
By the ABG analysis →

A → Arterial

B → Blood

G → Gas

* ABG Analysis →

⇒ Sample from Arterial Blood

⇒ Sample collect by the → Radial artery /
Brachial artery /
Femoral artery /
Posterior tibial artery

⇒ Normal value →

primary * pH → 7.35 - 7.45

parameters * PaCO_2 → 35-45 mmHg

PO_2 → 80-100 mmHg

* HCO_3^- = 22-27 mEq/L

$\text{Hb} \rightarrow \text{O}_2$

secondary SaO_2 = 95-100%

Parameter Base Excess = -2 to +2 mmol/L

① Pulse oximeter checked By → SaO_2

⇒ Sample collect By the radial artery
Allen's test is done.

Before

* Allen's test →

The test is performed to determine collateral circulation in hand & adequacy of ulnar artery

Procedure → apply pressure over radial and

Ulnar artery

- ⇒ Ask pt to open and close the hand
- ⇒ Release pressure from ulnar artery

** If pinkness fail to reappear in 6-7 sec.,
 sample should not be drawn from radial artery
 (Allen's negative) (collect)

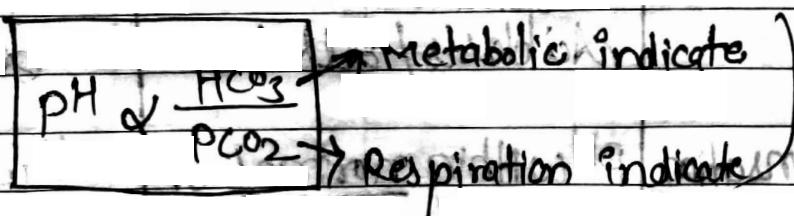
- ⇒ Drawn sample if Allen's test positive.
- ⇒ Use heparinized syringe to draw the sample.
 (sample → 5-7 ml)

Respiratory Acidosis → PH ↓ PCO₂ ↑

Respiratory Alkalosis → PH ↑ PCO₂ ↓

Metabolic Acidosis → PH ↓ HCO₃ ↓

Metabolic Alkalosis → PH ↑ HCO₃ ↑



Eg → ABG

① pH → 7.49

PCO₂ → 30

HCO₃ → 25

Ans → Respiratory Alkalosis.