**Assignments, Chapter 5, Communication Skills**

| Written Assignments | Learning Objective(s) |
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| Assignment #1. Complete Chapter 5 of *Lippincott Workbook for Nursing Assistants*. | 1–11 |
| Assignment #2. In a short paragraph, describe the significant differences between reporting and recording. | 8 |

| Group Assignments | Learning Objective(s) |
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| Assignment #1. Play a game of charades. Form two teams. Each team takes turns. Team 1 gives a cue to one member of Team 2. The cue could be a phrase, a movie name, or a Hollywood actor’s or actress’s name, etc. The member of Team 2 who knows the cue then uses nonverbal communication (no lip movements or sign language) to get their team to identify the cue. After the game, discuss the importance of nonverbal communication and how it helps nursing assistants obtain information about their patients or residents that would otherwise not have been known. | 2, 3 |
| Assignment #2. Role-play this activity. Choose two students to play the roles of a nursing assistant and a telephone caller. The two students will be positioned so that they cannot see each other. While they are conversing as if on the phone, the other students should be listening for blocks to good communication and tactics that enhance communication. As a group, discuss your observations. | 3, 4, 6 |
| Assignment #3. Take information your instructor gives you about an imaginary resident situation:Organize the information in the order you would report to the nurse.Identify subjective and objective data. | 7, 8 |

| Clinical Assignments | Learning Objective(s) |
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| Assignment #1. Watch Module 1 of *Lippincott Video Series for Nursing Assistants*,“Patient and Resident Rights and Communication.” | 3, 4, 10 |
| Assignment #2. Share situations in which you have encountered conflict. Discuss:How effective communication helped resolve it.How poor communication made the conflict worse. | 5 |
| Assignment #3. Review a complete medical record and Kardex at your clinical site.Discuss components of the record and Kardex.Study the forms used by the nursing assistant to document care given.Discuss the components of the nursing care plan. | 7, 8, 9 |

| Web Assignment | Learning Objective |
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| Assignment #1. Using the Internet, research new health information communication technologies that are being used in the health care field today. | 9 |