Learning Objectives

At the end of this lesson, you will be able to:

1. Make correct decisions from information on documents.

Introduction

Health Care Workers must have the ability to evaluate reading material at the work site. In this lesson we will review evaluative reading skills needed in the Health Care Industry.

Prescription for Understanding - Job Related

To understand information in the reading material at the work site you must read the material and evaluate its meaning as it applies to your individual job duties.

1. You should identify relevant facts from recorded or spoken communication.
2. Decide the most important facts and apply.
3. Identify the order of events in relation to questions being asked and understand varying degrees of importance.
Example

Whenever someone receives chemical exposure to the eye, never guess at its severity. It is extremely important to get medical attention as soon as possible, especially if the victim has blurred vision or complains of pain in the eye. While waiting for medical attention, the following simple first aid steps might be taken.

If chemicals have gotten into the eye, flush the eye continuously with water for 30 minutes. This can be done by holding the injured person's head under a shower or water fountain, or even using a water hose at low pressure.

The key is to dilute the chemicals in the eye as soon as possible. Do this immediately, even before calling for help. Taking time to call a physician or transporting the victim to a care center before flushing the eye only allows additional injury to occur. If possible have someone call for medical assistance while flushing the eye.

Example Question:

1. Chemical exposure to the eye is severe some of the time.
   a. True
   a. False

Correct Answer⇒ a. False Chemical exposure is always considered to be severe.

Skill Check

Use the chemical exposure information above in answering the following questions.

1. The first thing that you would do to assist a co-worker who has a chemical exposure to the eye is:
   a. call for medical help
   b. apply a stream of water to the eye
   c. look to see what chemical is being used
   d. find a phone

2. You should apply a steady stream of water for
   a. 10 minutes
   b. 20 minutes
   c. 30 minutes
   d. 1 hour
3. You should call for medical help when:
   a. the eye has stopped burning
   b. the eye is still being flushed by water if you leave the victim
   c. you can get to a phone after seeing that help may be needed
   d. you see that the chemical is harmful to eyes
Let's Apply to Your Workplace
Communications - Lesson 4 of 8

Mary works on the first shift. She received the following memo from Lucy, a third shift worker on the same floor as Mary works.

MEMORANDUM

Mary,

Please have the in-charge nurse look at Alice Smith, in room 107-C. She complained about a sore on her left leg when she woke up during the night, and would like to have it checked by a nurse.

Lucy

Using the above memorandum, answer the following questions.

1. Lucy sent the memo to the correct individual?
   a. True
   b. False

2. The memo clearly stated the needs of the resident.
   a. True
   b. False

3. There was no reason for Lucy to put Alice's last name and room number on the memo.
   a. True
   b. False