

# Intermediate

## **Knows how to obtain a copy of personal immunization records and medical history**

The records that exist are the ones you or your parents were given when the vaccines were administered and the ones in the medical record of the doctor or clinic where the vaccines were given.

### **Who to ask:**

- Current doctor
- Childhood physician
- School
- Parents
- Previous residential settings, a care provider, or the Department of Children and Families

If you need official copies of vaccination records, or if you need to update your personal records, there are several places you can look:

- Ask parents or other caregivers if they have records of your childhood immunizations
- Check with your school health services for dates of any immunizations
- Check with your doctor or public health clinic

### **What To Do If You Can't Find Your Records**

- If you can't find your personal records or records from the doctor, you may need to get some of the vaccines again. It is safe to repeat vaccines. The doctor can also sometimes do blood tests to see if you are immune to certain vaccine-preventable diseases.

### **Tools to Record Your Vaccinations**

- Finding old immunization information can be difficult and time-consuming. Therefore, it is critical that you keep an accurate and up-to-date record of the vaccinations you have received. Keeping an immunization record and store it with other important documents.
- Ask your doctor, pharmacist or other vaccine provider for an immunization record form. Bring this record with you to health visits, and ask your vaccine provider to sign and date the form for each vaccine you receive.

## Understands diagnoses, allergies and any special medical/mental health care needs with associated prognosis and treatment

If you have a special medical/mental health care need, your doctor may provide you with a **diagnosis** after they examine you. A diagnosis is an explanation of what condition you have, such as asthma or depression. A **prognosis** can come along with a diagnosis, and that can tell you what to expect or how much time you should plan to have that condition. For example, if a doctor diagnoses you with the flu, they may tell you that you will have symptoms for 1-2 weeks.

If you have **allergies** to food, medication, or pollen, for example, it is important to know what they are and how your body reacts. You should tell any medical provider about your allergies so that they can keep you safe.

*Helpful tip:*

Keep a small sheet with all of your important medical information in your wallet. You can give this to any medical provider and this will make the process easier for both of you.

Things to include:

Name

Date of birth

Allergies and what happens if you come into contact with them

Hospitalizations

Surgeries

Medical conditions

Medications that you are currently taking

If you are not feeling well or are nervous, it can be very helpful to **bring along a trusted person to your medical appointments**. They can help you explain how you are feeling, and they can take note of the doctor's advice to remind you in the future. Ask for a copy of the doctor's recommendations before you leave so you don't forget what to do!



## Knows what to do for a cold, flu, or minor illness

Difference between the cold and flu:

The flu and the common cold are both respiratory illnesses but they are caused by different viruses. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. Colds are usually milder than the flu.

Treating a **cold**:

- Expect to be sick for one to two weeks
- **Stay hydrated.** Water, juice, clear broth or warm lemon water with honey helps loosen congestion and prevents dehydration. alcohol, coffee and caffeinated sodas.
- **Rest.**
- **Soothe a sore throat.** A saltwater gargle 1/2 teaspoon salt dissolved in an 8-ounce warm water- can temporarily relieve a sore scratchy throat. Try ice chips, sore throat lozenges or hard candy.
- **Combat stuffiness.** Over-the-counter nasal drops and sprays can help relieve stuffiness and congestion.
- **Relieve pain.** Adults can take acetaminophen (Tylenol, others), ibuprofen (Advil, Motrin IB, others) or aspirin
- **Sip warm liquids.** A cold remedy used in many cultures, taking in warm liquids, such as chicken soup, tea, or warm apple juice, might be soothing and might ease congestion by increasing mucus flow
- **Add moisture to the air.** A cool mist vaporizer or humidifier can add moisture to your home, which might help loosen congestion
- **Try over-the-counter (OTC) cold and cough medications.** For adults and children older than 5, OTC decongestants, antihistamines and pain relievers might offer some symptom relief.



Treating a **flu**:

- Stay home and rest
- Drink fluids
- Take medicines for fever such as acetaminophen or ibuprofen
- Cover your coughs and sneezes
- Call your health care provider within 48 hours for advice about what to do next
- Antiviral medicines may reduce flu symptoms if started within 48 hours of your first symptoms

Treating a **stomach bug**:

- Drink clear fluids
- Stay hydrated
- Try to eat bland foods (crackers, toast, etc.)
- Drink ginger ale

# Have the Stomach Flu?



## Start with Your Symptoms

 Fever and chills	 Cough and congestion	 Nausea and vomiting	 Diarrhea	 Fatigue
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## Identify the Type of Illness

<p><b>Influenza</b> </p> <p><b>Primary symptoms:</b> fever, chills, cough, congestion and fatigue</p> <p><b>Illness course:</b> sudden, symptoms last between 2-10 days</p> <p><b>Prevention:</b> flu shot</p>	<p><b>Stomach Flu</b> </p> <p><b>Primary symptoms:</b> stomach pain, nausea, vomiting and diarrhea</p> <p><b>Illness course:</b> starts in as little as 12 hours after exposure, lasts 1-14 days</p> <p><b>Prevention:</b> wash your hands with soap and water</p>	<p><b>24-Hour Flu</b> </p> <p><b>Primary symptoms:</b> stomach pain, nausea, vomiting and diarrhea</p> <p><b>Illness course:</b> lasts only between 12-60 hours total</p> <p><b>Prevention:</b> wash your hands with soap and water</p>	<p><b>Food Poisoning</b> </p> <p><b>Primary symptoms:</b> stomach pain, nausea, vomiting and diarrhea</p> <p><b>Illness course:</b> begins within a few hours of eating</p> <p><b>Prevention:</b> prepare food safely, and don't eat expired items</p>
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## When to See the Doctor

- Signs of severe dehydration (including increased thirst, dizziness and no urination during the day within the past 6-8 hours)
- Fever of greater than 104 degrees
- Vomiting for more than 24 hours
- Blood in vomit or stool
- Prolonged symptoms for more than a week
- Are currently pregnant

*\*Take extreme caution if your baby experiences any severe symptoms associated with stomach bugs. When in doubt, call your baby's doctor.*



## Knows how to care for own minor injuries

Many minor injuries, such as a cut, splinter, nosebleed or minor burn can be treated at home with basic first aid materials

### How to treat a minor burn:

- Remove yourself from the source of the burn (stove, iron, etc.)
- Remove any clothing and jewelry from the burn
- Run cool (not cold, or ice) water over the burn for at least 3-5 minutes
- Apply aloe gel or cream to the area, and keep it clean and covered (sterile bandage or gauze) if the burn is the size of a quarter or smaller until healed
- Take Tylenol, Advil, or Motrin (acetaminophen) as needed to help control the pain

If the burn is large or serious, call for emergency medical care!

**First Aid for BURNS**

**1 Cool with running water**

Cool burned area with cool running water for up to 20 minutes, or until pain is less severe. Take off any jewelries and clothing that could be in the way. Do not attempt to peel any clothing that is stuck to the wound as this could cause the skin to tear. If running water is not available, use a damp cloth, wet towel, sponge or immerse in water. May drink analgesics for pain.

Minor burns with only redness and no blisters, can be treated with topical burn ointment or spray.

 - Do not use ice or ice water, which can cause tissue damage.  
- Do not apply butter, oil, toothpaste, lotion, ointment on a burn, because infection may occur and complicate the injury.

**2 Cover the burn**

Cover the burn with sterile material to protect from infection. Use a clean, dry dressing or plastic cling film wrap to cover the burn.

 - Do not use adhesive or fluffy dressings.  
- Do not break blisters or remove peeled skin.

**3 Call emergency assistant**

For deep or extensive burns of any size, send the patient immediately to the hospital for further medical treatment.



## How to treat a minor cut:

- Rinse the wound completely with water to clean out any dirt and debris
- Wash the area with mild soap
- Cover the cut with sterile gauze or a bandage
- Change the bandage as it becomes wet, and remove after a scab forms over the cut

**Call the doctor if it becomes red, warm, swollen, or starts draining pus!**



## 5 Tips on First Aid for Cuts and Wounds

When there is an injury present, blood usually follows. Bleeding is the body's way of trying to clean out the wound itself. The blood pushes out anything that may get inside and cause irritation or infection. It's important to take the right steps after becoming injured to make sure the healing process can take place.

### Cleaning the Wound

The first order of business when dealing with cuts and wounds is to clean them off. Water can aid in the cleaning of the effected area. Use cold water if possible as it constricts the blood vessels, slowing the flow of blood to the injured area. Soap and other antibacterial products can also be of use. If you decide to use these, wash around the cut or wound and not inside or over it. Washing inside can irritate the area and cause inflammation or hinder the effort to stop the bleeding.



### Direct Pressure

After the wound or cut has been clean, direct pressure needs to be applied immediately. Pressure can be applied with any type of cloth or wound care supplies available - even clothing. If the bleeding soaks through the gauze or cloth, do not remove the article from the area. Instead, apply more cloth or gauze on top. Apply pressure for at least 10 - 15 minutes and do not check to see if the bleeding has stopped until then. If the wound is more serious, pressure points in the body can be of use depending on the location of the cut or wound.



### Elevating

After the wound has been cleaned and while pressure is being applied, elevate the effected area. This is best for extremities like arms and legs. If the cut or wound is on the head or a different part of the body, try to keep it as upright as best as you can. While elevating, make sure the area is above the heart - this will help guarantee the least amount of blood flow is directed to that area. The bleeding will subside faster and help your efforts to clot the blood.



### Rest and Relaxation

Rest and relaxation are important steps in helping your body to recover and heal from the cut or wound. Movement creates the flow of blood around the body and if you're moving the effected area, even more blood will flow in that direction. If the blood has stopped and a clot has formed, it's fairly easy for you to start bleeding again. Rest and move the area effected as little as possible. Your body will heal faster and you will not have to tend to the cut or wound multiple times.



### Dressing

After the wound or cut has been thoroughly taken care of, it's important to dress the area. Using wound care supplies and medication to cover the area establishes a barrier between the internal and external world. Open wounds and cuts are extremely sensitive and it's easy for bacteria or environmental toxins to enter. The dressing may contain a bit of blood in the beginning - an important reason to change it every day. Using wound care medications, like wound ointments, in conjunction with a bandage, is helpful in speeding up the healing process, as well as lessening the likelihood of scars.



SOURCE: CanMedDirect.ca - 855-422-6633 - Canada's Online Medical Superstore

### How to treat a splinter:

- Wash your hands
- Clean a pair of tweezers and a needle with rubbing alcohol
- Attempt to pull the splinter out in the same direction and angle that it entered the skin with the tweezers
- Once the splinter is out, clean the area and apply a bandage
- If you can't get the splinter out, seek medical attention to prevent an infection (urgent care)

### How to treat a nosebleed:

- **DO NOT lean your head back!** This may cause coughing, choking, or vomiting
- Sit up and tilt your head slightly forward
- Gently pinch the soft part of the nose with a tissue or clean cloth
- Keep pressure on the nose for about 10 minutes

Seek medical help if:

- The bleeding will not stop after 2 attempts
- If the bleeding is heavy
- If the person is dizzy or weak

**How to Treat  
A BLOODY NOSE**

Pinch the soft part at the front of the nose, then lean forward and breathe through your mouth.

Pinching the nose helps the blood to clot, which should eventually stop the bleeding.

**Do not tip the head back as it is very unhelpful and potentially cause a choking hazard. By doing this, you're essentially tipping all that blood and snot back into your own windpipe, and could end up choking yourself.**

**See a health care provider immediately if :**

- Nosebleed doesn't stop after 10 minutes of self-treatment
- You are taking medication that can interfere with blood clotting or have a bleeding disorder
- Nosebleed happens after a severe head injury or a blow to the face

## Knows how to make and keep appointments with health care professionals

Making appointments:

- Obtains needed phone numbers
- Has insurance card
- Chooses a reasonable appointment day and time

Keeping appointments:

- Has reliable transportation
- Doesn't have conflicting scheduled appointments
- Rescheduling if you need to cancel (make sure you give them enough time, don't wait until the day before/day of if at all possible)
- If you miss appointments and do not call to tell them or reschedule, they may charge you a fee or refuse to provide you with care in the future

Keep track of appointments by:

- Cell phone reminders
- Phone app
- Wall or desk calendar
- Planner
- Keeping the appointment dates and times in a place where you will always see them (mirror, next to a light switch)



## Understands confidentiality, HIPAA and consents

**Confidentiality** is one of the core duties of medical practice. It requires **health care** providers to keep a patient's personal health information private unless consent to release the information is provided by the patient.

Patients routinely share personal information with **health care** providers.

**HIPAA** is the acronym for the Health Insurance Portability and Accountability Act Passed by Congress in 1996

HIPAA does the following:

- Makes sure that only the required people have access to your health care information
- Ensures your privacy by allowing you to decide who your information is shared with
- Keeps your financial information secure

**Verbal and written consent:** gives permission for something to happen

You must sign a document giving a provider permission to share your information with the people that you choose

Ask for the document to be in your **primary language** so that you can fully understand what you are signing

You have the right to keep your health information private

# Understands the importance of sleep in relation to daily functioning

## **Recommended 7-9 hours of sleep a night for an adult**

Sleep plays a vital role in good health and wellbeing throughout your life. Getting enough quality sleep at the right times can help protect your mental health, physical health, quality of life, and safety.

Ongoing sleep deficiency can raise your risk for some chronic health problems. It also can affect how well you think, react, work, learn, and get along with others.

Sleep promotes:

- Brain function so that you can remember and process things as best as you can
- Physical health by restoring you for the next day
- Emotional well-being
- Healing and repair of your heart and blood vessels
- A good balance of all the chemicals and hormones in your body
- Your ability to fight off sickness

### **Important to not use electronics right before bed:**

Studies have shown that the light from a phone or computer can make it for you to fall and stay asleep. Make sure that you take some time to unplug before bed to get the best night's sleep



difficult  
and relax

### **How to get the best sleep:**

- Don't do anything in your bed besides sleep (eat, do work)
- Create a calm environment free from stress and clutter
- Follow a routine each night so your body knows it's time for sleep (washing face, shower, putting on pajamas, reading, etc.)
- Don't eat a big meal right before bed
- If you need to, listen to some calming music

## Understands what medical insurance is and why it is important

### **Medical insurance**

Covers part of the cost when a person is ill

Type of **insurance** coverage that pays for **medical** and surgical expenses such as physical therapy, a blood test, emergency care, or a planned surgery

**Health insurance** can reimburse the insured for expenses incurred from illness or injury, or pay the care provider directly.

You may have a **deductible** with your insurance plan. A deductible is an amount of money that you have to pay yourself for healthcare before your insurance company will start paying the rest.

You also may have a **copay** with your insurance plan. A copay is a fixed amount (\$20, for example) that you have to pay every time you go to a doctor's appointment. This information can be found on your insurance card.

If you are a citizen of the United States, you **must have health insurance**

Insurance protects you and gives you better access to care when you need it. If you have a job, you might have to take some of your salary out for health insurance. This will be worth it when you or your family need it the most.



Information  
retrieved from:

<http://www.urban.org/research/publication/why-health-insurance-important>

## **Can determine when to go to an emergency room and when to make an appointment with the doctor or walk in clinic**

Whenever an illness or injury occurs, you need to decide how serious it is and how soon to get medical care. Determine whether you should:

- Call your doctor
- Go to an urgent care clinic
- Go to an emergency department right away

### **How quickly do you need care?**

If a person could die or be permanently disabled, it is an emergency.

### **Call 911 to have the emergency team come to you right away:**

- Choking
- Stopped breathing
- Head injury with passing out, fainting, or confusion
- Injury to neck or spine, especially if there is loss of feeling or inability to move
- Electric shock or lightning strike
- Severe burn
- Severe chest pain or pressure
- Seizure that lasted 3 to 5 minutes

### **Go to an emergency department or call 911 for help for problems such as:**

- Trouble breathing
- Passing out, fainting
- Pain in the arm or jaw
- Unusual or bad headache, especially if it started suddenly
- Suddenly not able to speak, see, walk, or move
- Suddenly weak or drooping on one side of the body
- Dizziness or weakness that does not go away
- Inhaled smoke or poisonous fumes
- Sudden confusion
- Heavy bleeding
- Possible broken bone, loss of movement, especially if the bone is pushing through the skin
- Deep wound
- Serious burn
- Coughing or throwing up blood
- Severe pain anywhere on the body
- Severe allergic reaction with trouble breathing, swelling, hives
- High fever with headache and stiff neck
- High fever that does not get better with medicine
- Throwing up or loose stools that does not stop
- Poisoning or overdose of drug or alcohol
- Suicidal thoughts
- Seizures

## **When to Go to an Urgent Care Clinic**

If your problem is not life threatening or risking disability, but you are concerned and you cannot see your doctor soon enough, go to an urgent care clinic.

### **The kinds of problems an urgent care clinic can deal with include:**

- Colds
- Flu
- Earaches
- Sore throats
- Migraines
- Low-grade fever
- Limited rashes
- Minor injuries
- Back pain
- Minor cuts and burns
- Minor eye injuries
- Painful urination
- Diarrhea
- UTI

### **If You Are Not Sure, Talk to Someone**

If you are not sure what to do, and you don't have one of the serious conditions listed above, call your doctor.

Describe your symptoms to the doctor who answers your call, and find out what you should do.

Your doctor or health insurance company may also offer a nurse telephone advice hotline.

### **When to make an appointment with your doctor:**

- Routine check ups
- Physicals
- Immunizations
- Screenings and tests
- Routine blood work