

Qualification Pack



Prakriti Evaluator

QP Code: HSS/Q3604

Version: 2.0

NSQF Level: 6

Healthcare Sector Skill Council || 520, DLF Tower A, 5th Floor, Jasola District Centre
New Delhi - 110025

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HSS/Q3604: Prakriti Evaluator

Brief Job Description

The individuals in this job will coordinate with volunteer to assess the Prakriti through checklist/questionnaire which includes questions related to lifestyle, physical traits, physiological functioning such as digestion, excretion, moods, nature, etc. They prepare and evaluate the report based on outcomes

Personal Attributes

The role holder should exhibit co-ordination skills, self-discipline, empathy, dedication, patience, persistence and ethical behavior. It is also important for the individual to be well groomed and have good communication skills in English/Hindi/local language

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [HSS/N3612: Develop questionnaire to collect the information from volunteer](#)
2. [HSS/N9625: Maintain interpersonal relationships and professional conduct](#)
3. [HSS/N9623: Ensure sanitization and infection control guidelines are followed at workplace](#)
4. [DGT/VSQ/N0103: Employability Skills \(90 Hours\)](#)
5. [HSS/N3611: Prepare the prakriti report based on outcome evaluation](#)

Qualification Pack (QP) Parameters

Sector	Healthcare
Sub-Sector	AYUSH
Occupation	Ayurveda-Allied
Country	India
NSQF Level	6
Credits	19
Aligned to NCO/ISCO/ISIC Code	NCO-2015/224

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<p>Minimum Educational Qualification & Experience</p>	<p>Pursuing first year of 2-year PG program after completing 3 year UG degree (in the relevant field BAMS) with NA of experience OR Pursuing PG diploma after 3 year UG degree (in the relevant field BAMS) with NA of experience OR Pursuing 4th year UG (in case of 4-year UG with honours/ honours with research) (in the relevant field BAMS) with NA of experience OR Previous relevant Qualification of NSQF Level (5.5 with 1.5 year of experience)</p>
<p>Minimum Level of Education for Training in School</p>	
<p>Pre-Requisite License or Training</p>	<p>NA</p>
<p>Minimum Job Entry Age</p>	<p>21 Years</p>
<p>Last Reviewed On</p>	<p>NA</p>
<p>Next Review Date</p>	<p>17/11/2027</p>
<p>NSQC Approval Date</p>	<p>17/11/2022</p>
<p>Version</p>	<p>2.0</p>
<p>Reference code on NQR</p>	<p>2022/HLT/HSSC/06760</p>
<p>NQR Version</p>	<p>2.0</p>

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HSS/N3612: Develop questionnaire to collect the information from volunteer

Description

This Occupational Standard describes the knowledge, understanding and skills required by an individual to create customized checklist/questionnaire for obtaining information from volunteer related to prakriti

Scope

The scope covers the following :

- Collect information basis observation, interview etc

Elements and Performance Criteria

Collect information basis observation, interview etc

To be competent, the user/individual on the job must be able to:

- PC1.** prepare prakriti checklist/questionnaire as per standard protocols
- PC2.** introduce oneself to the volunteer
- PC3.** seek the consent from volunteer (verbal/written) as per organizational policies
- PC4.** interview the volunteer after gaining confidence
- PC5.** maintain volunteer's privacy and confidentiality
- PC6.** communicate in a way that reflects cultural, religious, PwD and gender sensitivity and modify the communication pattern as and when necessary
- PC7.** offer help to PwD if required during the interview
- PC8.** provide prakriti checklist/questionnaire to the volunteer for filling up the personal information
- PC9.** observe and examine the visible traits and features of volunteer and make a record in a preset format
- PC10.** compile the received data
- PC11.** address the queries and doubts of the volunteer

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** procedures for safe practice
- KU2.** relevant Workplace Health and Safety (WHS) legislation
- KU3.** professional standards and codes of practice for the area of work
- KU4.** PwD laws/schemes/Acts/Provisions
- KU5.** basic principles and Philosophy of Ayurveda
- KU6.** basic concepts of Prakriti (Body Constitution)
- KU7.** Manasika Prakriti (Mental Constitution)

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- KU8.** diet & lifestyle according to Prakriti
- KU9.** seasonal concept in Ayurveda
- KU10.** factors affecting the formation of Prakriti
- KU11.** physical traits of different Doshas
- KU12.** mental traits of different Doshas
- KU13.** interviewing process
- KU14.** interviewing techniques

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** prepare checklist
- GS2.** communicate information (for example, facts, ideas, or messages) in a brief, clear, and organized manner
- GS3.** build customer relationships and use customer centric approach
- GS4.** review the information gathered from observation, experience, reasoning, or communication to act efficiently

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Collect information basis observation, interview etc</i>	150	209	-	83
PC1. prepare prakriti checklist/questionnaire as per standard protocols	-	-	-	-
PC2. introduce oneself to the volunteer	-	-	-	-
PC3. seek the consent from volunteer (verbal/written) as per organizational policies	-	-	-	-
PC4. interview the volunteer after gaining confidence	-	-	-	-
PC5. maintain volunteer's privacy and confidentiality	-	-	-	-
PC6. communicate in a way that reflects cultural, religious, PwD and gender sensitivity and modify the communication pattern as and when necessary	-	-	-	-
PC7. offer help to PwD if required during the interview	-	-	-	-
PC8. provide prakriti checklist/questionnaire to the volunteer for filling up the personal information	-	-	-	-
PC9. observe and examine the visible traits and features of volunteer and make a record in a preset format	-	-	-	-
PC10. compile the received data	-	-	-	-
PC11. address the queries and doubts of the volunteer	-	-	-	-
NOS Total	150	209	-	83

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National Occupational Standards (NOS) Parameters

NOS Code	HSS/N3612
NOS Name	Develop questionnaire to collect the information from volunteer
Sector	Healthcare
Sub-Sector	AYUSH
Occupation	Ayurveda Therapy
NSQF Level	6
Credits	9
Version	2.0
Last Reviewed Date	NA
Next Review Date	17/11/2027
NSQC Clearance Date	17/11/2022

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HSS/N9625: Maintain interpersonal relationships and professional conduct

Description

This OS unit is about effective communication and exhibiting professional behaviour with co workers, patients/clients and their families.

Scope

The scope covers the following :

- Maintain professional behaviour

Elements and Performance Criteria

Maintain professional behaviour

To be competent, the user/individual on the job must be able to:

- PC1.** wear appropriate attire
- PC2.** communicate effectively with all individuals regardless of age, caste etc.
- PC3.** adopt a gender neutral behaviour while communicating with the patient and others as per organizational policy
- PC4.** use appropriate IEC material as and when necessary
- PC5.** respond to queries as per defined scope of competence and authority
- PC6.** maintain any records required at the end of the interaction
- PC7.** work collaboratively with other team members
- PC8.** ensure that the privacy of the individual is not intruded
- PC9.** work in a way that shows respect to others

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** guidelines on communicating with patients and other individuals
- KU2.** guidelines on maintaining confidentiality and respecting need for privacy
- KU3.** vision and mission of the organization
- KU4.** importance of recognizing the boundary of one's role and responsibility
- KU5.** importance of establishing and managing requirements, planning and organizing work
- KU6.** how to maintain an environment that is conducive to the provision of medico-legal acts
- KU7.** procedures in the organization to deal with conflict and poor working relationships
- KU8.** how to handle stressful or risky situations when communicating with patients and/or other individuals
- KU9.** importance of asking for assistance when situations are beyond one's competence and authority

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KU10. how to ensure that all information provided to individuals is from reliable sources

KU11. the importance of integrating one's work effectively with others

KU12. the detrimental effects of non adherence to organizational protocols

Generic Skills (GS)

User/individual on the job needs to know how to:

GS1. read protocol updates and policy changes

GS2. be updated with the latest knowledge

GS3. build customer relationships and use customer centric approach

GS4.

- review the information gathered from observation, experience, reasoning, or communication
- to act efficiently

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain professional behaviour</i>	15	20	-	17
PC1. wear appropriate attire	-	-	-	-
PC2. communicate effectively with all individuals regardless of age, caste etc.	-	-	-	-
PC3. adopt a gender neutral behaviour while communicating with the patient and others as per organizational policy	-	-	-	-
PC4. use appropriate IEC material as and when necessary	-	-	-	-
PC5. respond to queries as per defined scope of competence and authority	-	-	-	-
PC6. maintain any records required at the end of the interaction	-	-	-	-
PC7. work collaboratively with other team members	-	-	-	-
PC8. ensure that the privacy of the individual is not intruded	-	-	-	-
PC9. work in a way that shows respect to others	-	-	-	-
NOS Total	15	20	-	17

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National Occupational Standards (NOS) Parameters

NOS Code	HSS/N9625
NOS Name	Maintain interpersonal relationships and professional conduct
Sector	Healthcare
Sub-Sector	Generic
Occupation	Generic
NSQF Level	4
Credits	1.5
Version	2.0
Last Reviewed Date	NA
Next Review Date	17/11/2027
NSQC Clearance Date	17/11/2022

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HSS/N9623: Ensure sanitization and infection control guidelines are followed at workplace

Description

This OS unit is about ensuring that sanitization and infection control guidelines are followed as per sectoral working requirements.

Scope

The scope covers the following :

- Social distancing practices
- Personal and workplace hygiene
- Waste disposal methods
- Reporting and documentation
- Mental and emotional wellbeing

Elements and Performance Criteria

Social distancing practices

To be competent, the user/individual on the job must be able to:

- PC1.** ensure daily tasks are executed using alternative ways, e.g. marking attendance without using biometric devices, virtual meetings, e-payments, etc.
- PC2.** facilitate social distancing at workplace, e.g. increased space, 2 meters or more, between employee work areas, prevent crowding of common areas, etc.

Personal and workplace hygiene

To be competent, the user/individual on the job must be able to:

- PC3.** promote awareness about latest hygiene and sanitation regulations
- PC4.** ensure recommended personal hygiene and sanitation practices are followed, for example, washing/sanitizing hands, covering face with a bent elbow while coughing/sneezing, using PPE, etc.
- PC5.** conduct routine hygiene and sanitation checks of work area and equipment as per SOP
- PC6.** ensure the availability of the products required to maintain hygiene and sanitation
- PC7.** ensure entry and exit SOP are followed
- PC8.** ensure disinfection procedures related to material and supplies are followed

Waste disposal methods

To be competent, the user/individual on the job must be able to:

- PC9.** ensure waste segregation and disposal is done as per SOP

Reporting and documentation

To be competent, the user/individual on the job must be able to:

- PC10.** assess risks and take corrective action as per SOPs
- PC11.** report incidents to appropriate authority, e.g., reporting of people with any symptoms, etc.
- PC12.** ensure employees' and visitors' records are maintained as per SOPs

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PC13. ensure SOPs are followed in case of health emergency

PC14. update organizational SOPs as per latest hygiene and sanitation regulations

Mental and emotional wellbeing

To be competent, the user/individual on the job must be able to:

PC15. support employees to cope with stress, anxiety, etc.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

KU1. solid waste management Rules 2016

KU2. significance of personal hygiene practice including hand hygiene

KU3. social distancing norms

KU4. correct method of donning and doffing of PPE

KU5. significance of appropriate waste disposal methods and organizational and national waste management principles and procedures

KU6. ways to handle waste appropriately to reduce the risk of contamination

KU7. the logistics of waste management

KU8. the current national legislation, guidelines, local policies, and protocols related to work

KU9. ways to manage infectious risks in the workplace

KU10. the path of disease transmission

KU11. different methods of cleaning, disinfection, sterilization, and sanitization

KU12. the types of cleaning agents

KU13. symptoms of infections like fever, cough, redness, swelling and inflammation

KU14. signs of stress and anxiety

KU15. actions to be taken during emergency conditions in the event of medical and facility emergencies

Generic Skills (GS)

User/individual on the job needs to know how to:

GS1. use writing skills to prepare status, progress reports, memos, and e-mails, etc.

GS2. communicate effectively with others

GS3. comprehend latest guidelines of state and national infection control policies, technical documents, instructions, reports, charts, graphs, tables, etc.

GS4. balance responsibilities as a professional with organizational and contractual requirements

GS5. delegate work to the team

GS6. make sound, well-informed, and objective decisions pertaining to the concerned area of work

GS7. prioritize, organize, and accomplish work within prescribed timelines

GS8. address work-related issues and problems

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- GS9.** review the information gathered from observation, experience, reasoning, or communication to act efficiently
- GS10.** report hazards and incidents clearly with the appropriate level of urgency
- GS11.** evaluate own practices to identify areas of improvement that will contribute to enhanced employee satisfaction

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Social distancing practices</i>	7	3	-	-
PC1. ensure daily tasks are executed using alternative ways, e.g. marking attendance without using biometric devices, virtual meetings, e-payments, etc.	-	-	-	-
PC2. facilitate social distancing at workplace, e.g. increased space, 2 meters or more, between employee work areas, prevent crowding of common areas, etc.	-	-	-	-
<i>Personal and workplace hygiene</i>	7	3	-	-
PC3. promote awareness about latest hygiene and sanitation regulations	-	-	-	-
PC4. ensure recommended personal hygiene and sanitation practices are followed, for example, washing/sanitizing hands, covering face with a bent elbow while coughing/sneezing, using PPE, etc.	-	-	-	-
PC5. conduct routine hygiene and sanitation checks of work area and equipment as per SOP	-	-	-	-
PC6. ensure the availability of the products required to maintain hygiene and sanitation	-	-	-	-
PC7. ensure entry and exit SOP are followed	-	-	-	-
PC8. ensure disinfection procedures related to material and supplies are followed	-	-	-	-
<i>Waste disposal methods</i>	5	2	-	-
PC9. ensure waste segregation and disposal is done as per SOP	-	-	-	-
<i>Reporting and documentation</i>	5	2	-	-
PC10. assess risks and take corrective action as per SOPs	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC11. report incidents to appropriate authority, e.g., reporting of people with any symptoms, etc.	-	-	-	-
PC12. ensure employees' and visitors' records are maintained as per SOPs	-	-	-	-
PC13. ensure SOPs are followed in case of health emergency	-	-	-	-
PC14. update organizational SOPs as per latest hygiene and sanitation regulations	-	-	-	-
<i>Mental and emotional wellbeing</i>	4	2	-	-
PC15. support employees to cope with stress, anxiety, etc.	-	-	-	-
NOS Total	28	12	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	HSS/N9623
NOS Name	Ensure sanitization and infection control guidelines are followed at workplace
Sector	Healthcare
Sub-Sector	Generic
Occupation	Generic
NSQF Level	5
Credits	1.5
Version	2.0
Last Reviewed Date	NA
Next Review Date	17/11/2027
NSQC Clearance Date	17/11/2022

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DGT/VSQ/N0103: Employability Skills (90 Hours)

Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

Elements and Performance Criteria

Introduction to Employability Skills

To be competent, the user/individual on the job must be able to:

- PC1.** understand the significance of employability skills in meeting the current job market requirement and future of work
- PC2.** identify and explore learning and employability relevant portals
- PC3.** research about the different industries, job market trends, latest skills required and the available opportunities

Constitutional values - Citizenship

To be competent, the user/individual on the job must be able to:

- PC4.** recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.
- PC5.** follow environmentally sustainable practices

Becoming a Professional in the 21st Century

To be competent, the user/individual on the job must be able to:

- PC6.** recognize the significance of 21st Century Skills for employment

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- PC7.** practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life
- PC8.** adopt a continuous learning mindset for personal and professional development

Basic English Skills

To be competent, the user/individual on the job must be able to:

- PC9.** use basic English for everyday conversation in different contexts, in person and over the telephone
- PC10.** read and understand routine information, notes, instructions, mails, letters etc. written in English
- PC11.** write short messages, notes, letters, e-mails etc. in English

Career Development & Goal Setting

To be competent, the user/individual on the job must be able to:

- PC12.** identify career goals based on the skills, interests, knowledge, and personal attributes
- PC13.** prepare a career development plan with short- and long-term goals

Communication Skills

To be competent, the user/individual on the job must be able to:

- PC14.** follow verbal and non-verbal communication etiquette while communicating in professional and public settings
- PC15.** use active listening techniques for effective communication
- PC16.** communicate in writing using appropriate style and format based on formal or informal requirements
- PC17.** work collaboratively with others in a team

Diversity & Inclusion

To be competent, the user/individual on the job must be able to:

- PC18.** communicate and behave appropriately with all genders and PwD
- PC19.** escalate any issues related to sexual harassment at workplace according to POSH Act

Financial and Legal Literacy

To be competent, the user/individual on the job must be able to:

- PC20.** identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.
- PC21.** carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook
- PC22.** identify common components of salary and compute income, expenses, taxes, investments etc
- PC23.** identify relevant rights and laws and use legal aids to fight against legal exploitation

Essential Digital Skills

To be competent, the user/individual on the job must be able to:

- PC24.** operate digital devices and use their features and applications securely and safely
- PC25.** carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.
- PC26.** display responsible online behaviour while using various social media platforms

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- PC27.** create a personal email account, send and process received messages as per requirement
- PC28.** carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications
- PC29.** utilize virtual collaboration tools to work effectively

Entrepreneurship

To be competent, the user/individual on the job must be able to:

- PC30.** identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research
- PC31.** develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion
- PC32.** identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity

Customer Service

To be competent, the user/individual on the job must be able to:

- PC33.** identify different types of customers and ways to communicate with them
- PC34.** identify and respond to customer requests and needs in a professional manner
- PC35.** use appropriate tools to collect customer feedback
- PC36.** follow appropriate hygiene and grooming standards

Getting ready for apprenticeship & Jobs

To be competent, the user/individual on the job must be able to:

- PC37.** create a professional Curriculum vitae (Résumé)
- PC38.** search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively
- PC39.** apply to identified job openings using offline /online methods as per requirement
- PC40.** answer questions politely, with clarity and confidence, during recruitment and selection
- PC41.** identify apprenticeship opportunities and register for it as per guidelines and requirements

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** need for employability skills and different learning and employability related portals
- KU2.** various constitutional and personal values
- KU3.** different environmentally sustainable practices and their importance
- KU4.** Twenty first (21st) century skills and their importance
- KU5.** how to use English language for effective verbal (face to face and telephonic) and written communication in formal and informal set up
- KU6.** importance of career development and setting long- and short-term goals
- KU7.** about effective communication
- KU8.** POSH Act
- KU9.** Gender sensitivity and inclusivity
- KU10.** different types of financial institutes, products, and services

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- KU11.** components of salary and how to compute income and expenditure
- KU12.** importance of maintaining safety and security in offline and online financial transactions
- KU13.** different legal rights and laws
- KU14.** different types of digital devices and the procedure to operate them safely and securely
- KU15.** how to create and operate an e- mail account
- KU16.** use applications such as word processors, spreadsheets etc.
- KU17.** how to identify business opportunities
- KU18.** types and needs of customers
- KU19.** how to apply for a job and prepare for an interview
- KU20.** apprenticeship scheme and the process of registering on apprenticeship portal

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** read and write different types of documents/instructions/correspondence in English and other languages
- GS2.** communicate effectively using appropriate language in formal and informal settings
- GS3.** behave politely and appropriately with all to maintain effective work relationship
- GS4.** how to work in a virtual mode, using various technological platforms
- GS5.** perform calculations efficiently
- GS6.** solve problems effectively
- GS7.** pay attention to details
- GS8.** manage time efficiently
- GS9.** maintain hygiene and sanitization to avoid infection

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	1	1	-	-
PC1. understand the significance of employability skills in meeting the current job market requirement and future of work	-	-	-	-
PC2. identify and explore learning and employability relevant portals	-	-	-	-
PC3. research about the different industries, job market trends, latest skills required and the available opportunities	-	-	-	-
<i>Constitutional values - Citizenship</i>	1	1	-	-
PC4. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
PC5. follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	1	3	-	-
PC6. recognize the significance of 21st Century Skills for employment	-	-	-	-
PC7. practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
PC8. adopt a continuous learning mindset for personal and professional development	-	-	-	-
<i>Basic English Skills</i>	3	4	-	-
PC9. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC10. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC11. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development & Goal Setting</i>	1	2	-	-
PC12. identify career goals based on the skills, interests, knowledge, and personal attributes	-	-	-	-
PC13. prepare a career development plan with short- and long-term goals	-	-	-	-
<i>Communication Skills</i>	2	2	-	-
PC14. follow verbal and non-verbal communication etiquette while communicating in professional and public settings	-	-	-	-
PC15. use active listening techniques for effective communication	-	-	-	-
PC16. communicate in writing using appropriate style and format based on formal or informal requirements	-	-	-	-
PC17. work collaboratively with others in a team	-	-	-	-
<i>Diversity & Inclusion</i>	1	1	-	-
PC18. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC19. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	2	3	-	-
PC20. identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.	-	-	-	-
PC21. carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC22. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
PC23. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	3	5	-	-
PC24. operate digital devices and use their features and applications securely and safely	-	-	-	-
PC25. carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.	-	-	-	-
PC26. display responsible online behaviour while using various social media platforms	-	-	-	-
PC27. create a personal email account, send and process received messages as per requirement	-	-	-	-
PC28. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications	-	-	-	-
PC29. utilize virtual collaboration tools to work effectively	-	-	-	-
<i>Entrepreneurship</i>	2	3	-	-
PC30. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC31. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC32. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	1	2	-	-
PC33. identify different types of customers and ways to communicate with them	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC34. identify and respond to customer requests and needs in a professional manner	-	-	-	-
PC35. use appropriate tools to collect customer feedback	-	-	-	-
PC36. follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship & Jobs</i>	2	3	-	-
PC37. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC38. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
PC39. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
PC40. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
PC41. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
NOS Total	20	30	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	DGT/VSQ/N0103
NOS Name	Employability Skills (90 Hours)
Sector	Cross Sectoral
Sub-Sector	Professional Skills
Occupation	Employability
NSQF Level	5
Credits	3
Version	1.0
Last Reviewed Date	NA
Next Review Date	28/07/2025
NSQF Clearance Date	28/07/2022

Qualification Pack

HSS/N3611: Prepare the prakriti report based on outcome evaluation

Description

This Occupational Standard describes the knowledge, understanding and skills required by an individual to prepare the prakriti report based on evaluation of the outcomes.

Scope

The scope covers the following :

- Interpret and evaluate the information received

Elements and Performance Criteria

Interpret and evaluate the information received

To be competent, the user/individual on the job must be able to:

- PC1.** interpret the required information from the compiled data
- PC2.** prepare prakriti report as per the information received
- PC3.** provide appropriate feedback to the volunteer as per prakriti assessment
- PC4.** educate volunteer about lifestyle modification as per prakriti analysis
- PC5.** store and maintain relevant records related to session
- PC6.** maintain confidentiality of records
- PC7.** retrieve the records as and when the requirement arises

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** procedures for safe practice
- KU2.** relevant Workplace Health and Safety (WHS) legislation
- KU3.** professional standards and codes of practice for the area of work
- KU4.** about data or information related to prakriti as per organizational policy
- KU5.** about counselling process and technique
- KU6.** lifestyle modifications as per prakriti traits
- KU7.** process related to storage and retrieval of information as per organizational policy

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** prepare status reports
- GS2.** communicate information (for example, facts, ideas, or messages) in a brief, clear, and organized manner

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- GS3.** build customer relationships and use customer centric approach
- GS4.** review the information gathered from observation, experience, reasoning, or communication to act efficiently

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Interpret and evaluate the information received</i>	157	209	-	100
PC1. interpret the required information from the compiled data	-	-	-	-
PC2. prepare prakriti report as per the information received	-	-	-	-
PC3. provide appropriate feedback to the volunteer as per prakriti assessment	-	-	-	-
PC4. educate volunteer about lifestyle modification as per prakriti analysis	-	-	-	-
PC5. store and maintain relevant records related to session	-	-	-	-
PC6. maintain confidentiality of records	-	-	-	-
PC7. retrieve the records as and when the requirement arises	-	-	-	-
NOS Total	157	209	-	100

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National Occupational Standards (NOS) Parameters

NOS Code	HSS/N3611
NOS Name	Prepare the prakriti report based on outcome evaluation
Sector	Healthcare
Sub-Sector	AYUSH
Occupation	Ayurveda Therapy
NSQF Level	6
Credits	4
Version	3.0
Last Reviewed Date	NA
Next Review Date	17/11/2027
NSQC Clearance Date	17/11/2022

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Either each element/Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory,viva and Skills Practical for each element/PC.
2. The assessment for the theory part will be based on knowledge bank of questions approved by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate/batch at each examination/training center(as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical & viva for every student at each examination/ training center based on these criteria.

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5. In case of successfully passing as per passing percentage of the job role, the trainee is certified for the Qualification Pack.

6. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
HSS/N3612.Develop questionnaire to collect the information from volunteer	150	209	-	83	442	30
HSS/N9625.Maintain interpersonal relationships and professional conduct	15	20	-	17	52	20
HSS/N9623.Ensure sanitization and infection control guidelines are followed at workplace	28	12	-	-	40	10
DGT/VSQ/N0103.Employability Skills (90 Hours)	20	30	-	-	50	10
HSS/N3611.Prepare the prakriti report based on outcome evaluation	157	209	-	100	466	30
Total	370	480	-	200	1050	100

Qualification Pack

Acronyms

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training

Qualification Pack

Glossary

Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

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Knowledge and Understanding (KU)	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
Organisational Context	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/ Generic Skills (GS)	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.