

# Model Curriculum

## Diabetes Assistant

**SECTOR: Healthcare**

**SUB-SECTOR: Social Work & Community Health**

**OCCUPATION: Counselling**

**REF ID: HSS/Q8703, v1.0**

**NSQF LEVEL: 4**



**CURRICULUM COMPLIANCE TO  
QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS**

is hereby issued by the

**HEALTHCARE SECTOR SKILL COUNCIL**

for the

**MODEL CURRICULUM**

Complying to National Occupational Standards of  
Job Role/ Qualification Pack: 'Diabetes Assistant' QP No. 'HSS/Q8703, v1.0 NSQF Level 4'

Date of Issuance: **May 2<sup>nd</sup>, 2019**

Valid up to: **May 2<sup>nd</sup>, 2023**

\* Valid up to the next review date of the Qualification Pack



Authorised Signatory  
(Healthcare Sector Skill Council)

## TABLE OF CONTENTS

<b>1. Curriculum</b>	<b>01</b>
<b>2. Trainer Prerequisites</b>	<b>14</b>

# Diabetes Assistant

## CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Diabetes Assistant”, in the “Healthcare” Sector/ Industry and aims at building the following key competencies amongst the learner.

<b>Program Name</b>	<b>Diabetes Assistant</b>		
<b>Qualification Pack Name &amp; Reference ID.</b>	HSS/Q8703, v1.0		
<b>Version No.</b>	1.0	<b>Version Update Date</b>	07/01/2021
<b>Pre-requisites to Training</b>	XII (Science or Home Science)		
<b>Training Outcomes</b>	<p><b>After completing this programme, participants will be able to:</b></p> <ul style="list-style-type: none"> <li>• Perform the clinical as well as administrative role and responsibilities of a diabetes assistant.</li> <li>• Identify risk factors of diabetes and increase awareness for its prevention.</li> <li>• Provide information to the patient about insulin administration and lifestyle modification.</li> <li>• Work in direct coordination with Diabetes Educator in development and implementation of a Diabetes Self-Management Education (DSME) plan for individuals suffering from pre-diabetic and diabetic symptoms.</li> <li>• Maintain patient’s clinical records.</li> <li>• Maintain a safe, healthy and secure working environment.</li> <li>• Apply biomedical waste disposal and infection control policies and procedures in the healthcare organization.</li> <li>• Maintain interpersonal relationships with co-workers, patients and their family members.</li> <li>• Maintain professional and medico-legal conduct at all times in accordance with legislation, protocols and guidelines set up by the healthcare provider.</li> </ul>		

After completing this programme, participants **not expected to do:**

Educate patient self-administration of Insulin without physician prescription, prescription of Oral Hypoglycemic Agents; surgical dressing, hot or cold applications, vital signs measurement, oxygen administration, catheterization, medicine administration or any task beyond their scope of work unless requested by a supervising staff from the healthcare team.

This course encompasses 5 out of 5 National Occupational Standards (NOS) of “Diabetes Assistant” Qualification Pack issued by “Healthcare Sector Skill Council”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1.	<p><b>Introduction to the Health care delivery system</b></p> <p><b>Theory Duration</b> (hh:mm) 05:00</p> <p><b>Practical Duration</b> (hh:mm) 00:00</p> <p><b>Corresponding NOS Code</b> Bridge Module</p>	<ul style="list-style-type: none"> <li>• Differentiate between the primary, secondary and tertiary healthcare service providers.</li> <li>• Identify various departments in the hospital.</li> <li>• Explain the functions of various departments in the hospital.</li> <li>• Describe the functions of endocrinology department in a hospital.</li> </ul>	
2.	<p><b>Roles and responsibilities of diabetes assistant</b></p> <p><b>Theory Duration</b> (hh:mm) 10:00</p> <p><b>Practical Duration</b> (hh:mm) 05:00</p> <p><b>Corresponding NOS Code</b> Bridge Module</p>	<ul style="list-style-type: none"> <li>• Describe the role and responsibilities of a diabetes assistant.</li> <li>• Demonstrate the usage of the insulin administration kit, glucometer and related consumables.</li> <li>• Explain the importance of patient safety and comfort.</li> <li>• Explain the importance of compliance with the regulations and standards related to diabetes.</li> <li>• Carry out the functions to be performed by the diabetes assistant.</li> <li>• Discuss the importance of using correct terminologies related to diabetes.</li> <li>• Demonstrate usage of the appropriate medical terminology during role plays depicting conversations with colleagues, patients and family.</li> </ul>	
3.	<p><b>Structure and function of human body</b></p> <p><b>Theory Duration</b> (hh:mm) 20:00</p>	<ul style="list-style-type: none"> <li>• Explain the organisation of body cells, tissues, organs, organ systems, membranes and glands in the human body.</li> <li>• Describe cell and various types of tissues.</li> <li>• Describe different types of organ systems.</li> </ul>	3D models and structures of various body parts and system









Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<p>Communication (IEC) materials for providing information on diabetes to uneducated patients.</p> <ul style="list-style-type: none"> <li>List the various types of oral hypoglycaemic agents.</li> <li>Discuss about proper dose timings of oral hypoglycaemic agents with the patient.</li> <li>Explain about adverse effects of incorrect dosage and incorrect timings of oral hypoglycaemic agents.</li> <li>List the possible side effects of oral hypoglycaemic agents.</li> </ul>	
9.	<p><b>Use of Glucometer</b></p> <p><b>Theory Duration</b> (hh:mm) 15:00</p> <p><b>Practical Duration</b> (hh:mm) 15:00</p> <p><b>Corresponding NOS Code</b> HSS/N8707</p>	<ul style="list-style-type: none"> <li>Describe the mechanism and functioning of glucometer.</li> <li>Explain the importance of using a glucometer for monitoring of blood glucose levels.</li> <li>Demonstrate the correct use of a blood glucometer to monitor blood glucose levels.</li> <li>Interpret the result of the blood glucose level using glucometer.</li> <li>Describe the importance and method of using different strips used in glucometer to check the blood sugar level.</li> <li>Demonstrate the proper and safe disposal method of consumables used with glucometer during blood glucose monitoring.</li> </ul>	Glucometer with strips, Syringe With Needle, Sterile 1CC or Less
10.	<p><b>Insulin: uses and administration</b></p> <p><b>Theory Duration</b> (hh:mm) 20:00</p> <p><b>Practical Duration</b> (hh:mm) 20:00</p> <p><b>Corresponding NOS Code</b> HSS/N8707</p>	<ul style="list-style-type: none"> <li>Explain the importance and purpose of insulin administration.</li> <li>Explain the precautions to be taken during insulin administration.</li> <li>Distinguish between the various types of insulin available in vials or prefilled pen device.</li> <li>Describe various types of rapid acting insulin analogues and opaque insulin suspensions.</li> <li>List the various factors used for insulin purchasing such as checking the name of the insulin, dose against the patient's insulin prescription chart, expiry date, etc.</li> <li>Demonstrate the method of storing insulin.</li> </ul>	Insulin Pens - Sample, Lancets, Urine Sample Collection Container

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> <li>Explain the importance of checking the expiry date of insulin.</li> <li>Demonstrate the method of preparing the correct dose on insulin syringe or pen device.</li> <li>Select the appropriate site for subcutaneous insulin administration.</li> <li>Demonstrate the correct insulin injection techniques which causes minimal pain to the patient.</li> <li>Demonstrate the techniques of wiping sites with a surgical spirit swab.</li> <li>Demonstrate procedure of proper disposal of insulin syringe, pen needles and lancet.</li> <li>Demonstrate method of recording the insulin administration such as the dose, timing and site of injection on a chart.</li> </ul>	
11.	<p><b>Hyperglycemia and hypoglycemia</b></p> <p><b>Theory Duration</b> (hh:mm) 15:00</p> <p><b>Practical Duration</b> (hh:mm) 05:00</p> <p><b>Corresponding NOS Code</b> HSS/N8707</p>	<ul style="list-style-type: none"> <li>Define hypoglycaemia and hyperglycaemia.</li> <li>Explain the causes of hypoglycemia and hyperglycemia.</li> <li>Identify the various signs and symptoms of hypoglycaemia and hyperglycaemia.</li> <li>Explain about the preventive management of hypoglycaemia and hyperglycaemia.</li> <li>Demonstrate counselling skills while providing information on the first line of action used for hypoglycaemia and hyperglycaemia in a role play.</li> </ul>	Charts showing differentiation in symptoms of hyperglycemia and hypoglycemia
12.	<p><b>Diabetes Self-Management and Education-DSME</b></p> <p><b>Theory Duration</b> (hh:mm) 20:00</p> <p><b>Practical Duration</b> (hh:mm)</p>	<ul style="list-style-type: none"> <li>Explain about nutrition, nutrients and calories.</li> <li>Describe the importance and components of a balanced diet.</li> <li>Explain the importance of following diet plan advised by dietitian.</li> <li>List the types of fruits and vegetables required to maintain blood glucose level of the patient.</li> <li>Demonstrate counselling skills while providing information on the importance of timely intake of correct</li> </ul>	Sample Diet Chart for practice, Sample Forms and Formats, Flip chart on Diabetes Self - Management and Education



	<p>10:00</p> <p><b>Corresponding NOS Code</b></p> <p>HSS/N8707</p>	<p>importance of periodic blood sugar analysis in a role play.</p> <ul style="list-style-type: none"><li>• Explain the importance of maintaining balanced diet in pre-diabetic conditions.</li></ul>	
--	--	--	--





Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<p>related records in a sample case study.</p> <ul style="list-style-type: none"> <li>• Describe the importance of using the Hospital Information System (HIS) for maintaining longevity of the records and prompt retrieval of patient’s medical charts.</li> <li>• Demonstrate the process of recording sample patient information in the HIS.</li> <li>• Describe the importance of maintaining follow-up register as per organizational policies.</li> <li>• Demonstrate the counselling skills while providing information on the importance of regular follow ups with the physician during role play.</li> <li>• Explain the importance of storing current and past records safely and securely as per organizational policy.</li> <li>• Determine the specified time period for retention of medical records from case study.</li> <li>• Describe Standard Operating Procedure (SOPs) regarding disposal of medical records.</li> <li>• Explain the purpose of obtaining written consent of authorized officer before sharing any patient related information to others.</li> <li>• Explain the importance of keeping security and confidentiality of the medical records.</li> <li>• Explain the importance of documentation of patient follow up.</li> <li>• Demonstrate the counselling skills while providing information on the importance of regular follow ups with the physician in a role play.</li> <li>• Demonstrate skills for scheduling, rescheduling and cancellation of fresh and follow-up appointments.</li> <li>• Carry out assembling of the previous records of the patient from sample database given by the trainer.</li> </ul>	







- Grand Total Course Duration: 1470:00 Hours (480 Hours for Class Room & Skill Lab Training + 990 Hours OJT/Internship/Clinical or Laboratory Training)

*(This syllabus/ curriculum has been approved by Healthcare Sector Skill Council)*



## Assessment Criteria

For the Assessment Criteria, please refer to the QP PDF.