



### Model Curriculum

QP Name: Frontline Health Caregiving Assistant

QP Code: HSS/Q5108

QP Version: 1.0

NSQF Level: 3

Model Curriculum Version: 1.0

Healthcare Sector Skill Council || Healthcare Sector Skill Council, 520, DLF Tower A, 5th Floor, Jasola  
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### Training Parameters

<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Patient Care Services
<b>Country</b>	India
<b>NSQF Level</b>	3
<b>Aligned to NCO/ISCO/ISIC Code</b>	
<b>Minimum Educational Qualification and Experience</b>	10th Grade Pass Or 8th grade pass with 2-year relevant experience Or 8th grade pass Previous continuous regular schooling Or Previous relevant qualification of NSQF level 2.5 With 1.5 years relevant experience
<b>Pre-Requisite License or Training</b>	
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	31/01/2024
<b>Next Review Date</b>	31/01/2027
<b>NSQC Approval Date</b>	31/01/2024
<b>QP Version</b>	1.0
<b>Model Curriculum Creation Date</b>	31/01/2024
<b>Model Curriculum Valid Up to Date</b>	31/01/2027
<b>Model Curriculum Version</b>	1.0
<b>Minimum Duration of the Course including 1 elective</b>	300 Hours
<b>Maximum Duration of the Course including all electives</b>	570 Hours

### Program Overview

This section summarizes the end objectives of the program along with its duration.

#### Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills.

- Assist patient in maintaining activities of daily living such as bathing, dressing, eating, drinking, grooming up, elimination needs of the patient under the supervision of a nurse.
- Mobilize patient within the hospital.
- Respond to patient's call and assist nurse in measuring patient parameters accurately.
- Transport patient samples, drugs, patient documents and manage changing and transporting laundry/ linen on the floor.
- Carry out last office (death care).
- Maintain a safe, healthy and secure environment.
- Follow Sanitization and Infection Control Guidelines.
- Compile information related to the job role about care facilities, portals, and resources from latest updates about protocols.
- Demonstrate the patient positioning and ambulation including proning inhalation.
- Provide assistance in reading and recording vital parameters such as pulse, SpO2, BP, temperature, etc.
- Recording and maintaining the documentation required for patient including data entry as per guidelines.
- Assist in the use of basic equipment (Oxygen Concentrator, Oxygen Cylinder, Nebulizer, ECG and Pulse oximeter etc).

#### Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	OJT Duration Mandatory	OJT Duration Recommended	Total Duration
<b>Bridge Module</b>	05:00	05:00	05:00	00:00	15:00
<a href="#">Module 1: Introduction to Human Body- Structure &amp; Function</a>	05:00	05:00	05:00	00:00	00:00
<b>HSS/N5125: Assist patient in maintaining the activities of daily living</b>	<b>25:00</b>	<b>15:00</b>	<b>20:00</b>	<b>00:00</b>	<b>60:00</b>
<a href="#">Module 2: Patient basic care and needs</a>	20:00	15:00	00:00	00:00	00:00
<b>HSS/N5115: Carry out last office (death care)</b>	<b>10:00</b>	<b>10:00</b>	<b>10:00</b>	<b>00:00</b>	<b>30:00</b>
<a href="#">Module 3: last office</a>	10:00	10:00	00:00	00:00	00:00

<a href="#">care (death care)</a>					
<b>HSS/N5615: Assist in the use of basic equipment</b>	<b>15:00</b>	<b>10:00</b>	<b>20:00</b>	<b>00:00</b>	<b>45:00</b>
<a href="#">Module 4: Working of basic equipment</a>	15:00	10:00	00:00	00:00	00:00
<b>HSS/N9622: Follow Sanitization and Infection Control Guidelines</b>	<b>10:00</b>	<b>10:00</b>	<b>10:00</b>	<b>00:00</b>	<b>30:00</b>
<a href="#">Module 5: Infection control practices and waste management</a>	10:00	10:00	10:00	00:00	00:00
<b>HSS/N9624 : Maintain a safe and secure working environment</b>	<b>10:00</b>	<b>10:00</b>	<b>10:00</b>	<b>00:00</b>	<b>30:00</b>
<a href="#">Module 6: Safety and emergency response at workplace</a>	10:00	10:00	00:00	00:00	00:00
<b><a href="#">Module 7: Employability Skills (30Hours) mapped to DGT/VSQ/N0101</a></b>	<b>30:00</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>
<b>Total Duration</b>	<b>105:00</b>	<b>60:00</b>	<b>75:00</b>	<b>00:00</b>	<b>240:00</b>

### Elective Modules

The table lists the modules and their duration corresponding to the Elective NOS of the QP.

#### Elective 1: Home Care

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
<b>HSS/N5137: Implement the interventions planned for patients with diverse needs</b>	<b>10:00</b>	<b>05:00</b>	<b>45:00</b>	<b>00:00</b>	<b>60:00</b>
<a href="#">Module 8: Support patient in Home Setting</a>	10:00	05:00	00:00	00:00	00:00
<b>Total Duration</b>	<b>10:00</b>	<b>05:00</b>	<b>45:00</b>	<b>00:00</b>	<b>60:00</b>

### Elective 2: General Hospital Care

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
HSS/N5134: Transferring patients and their samples, drugs, documents within the hospital	15:00	15:00	30:00	00:00	60:00
<a href="#">Module 9: Ergonomics, Position, Transferring, Mobility of patient, sample etc</a>	10:00	10:00	00:00	00:00	00:00
<a href="#">Module 10: Observing, reporting, data entry and documentation</a>	05:00	05:00	00:00	00:00	00:00
HSS/N5135: Provide support in routine activities of in-patient department	15:00	15:00	30:00	00:00	60:00
<a href="#">Module 11: Support in routine activities of in-patient department</a>	15:00	15:00	00:00	00:00	00:00
<b>Total Duration</b>	<b>30:00</b>	<b>30:00</b>	<b>60:00</b>	<b>00:00</b>	<b>120:00</b>

### Elective 3: Critical Hospital Care

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
HSS/N5130: Assist nurse in performing procedures as instructed in the care plan at critical/Intensive care units	15:00	15:00	30:00	00:00	60:00
<a href="#">Module 12: Assist nurse in performing procedures as instructed in the care plan at Critical/Intensive care units (ICU).</a>	15:00	15:00	30:00	00:00	00:00
HSS/N5126: Assist nurse in implementation of nursing care plan	15:00	15:00	15:00	00:00	45:00

<a href="#"><u>Module 13: Assist nurse in implementation of nursing care plan</u></a>	15:00	15:00	15:00	00:00	00:00
HSS/N5127: Provide ancillary services for supporting patient care	15:00	15:00	15:00	00:00	45:00
<a href="#"><u>Module 14: Ancillary services for Patient care</u></a>	15:00	15:00	00:00	00:00	00:00
<b>Total Duration</b>	<b>45:00</b>	<b>45:00</b>	<b>60:00</b>	<b>00:00</b>	<b>150:00</b>



## Compulsory Module Details

### Module 1: Introduction to Human Body- Structure & Function

*Mapped to: Bridge Module*

#### Terminal Outcomes:

- Explain the structure and function of human body.

<b>Duration:</b> 05:00	<b>Duration:</b> 05:00
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<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> <li>• Discuss different types of body fluids, secretions and excretions.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify various body parts/organs including organs that can be donated using 3D models/ human organ system.</li> <li>• Prepare human body systems using charts and models.</li> </ul>
<b>-Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
<b>Tools, Equipment and Other Requirements</b>	
3D models of human body and accessory organs, model human skeletal system, organ specimen.	

## Module 2: Patient basic care and needs

*Mapped to: HSS/N5125*

### Terminal Outcomes:

- Types of Bathing
- Stages of Bed sores
- Identify the causes of bedsores and its prevention.
- Explain about patient basic care and needs like bathing, oral hygiene, nail, hair and back care.
- Demonstrate the use of Diaper, bedpan, urinal and catheter.
- Demonstrate the procedure of catheter care.

<b>Duration: 20:00</b>	<b>Duration: 15:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explain the difference of care provided to ill patients, terminally ill, physically challenged and handicapped personnel.</li> <li>• Develop an understanding to keep a record of Intake &amp; output of patient.</li> <li>• Explain the importance of bathing and it's types.</li> <li>• Explain the importance of providing care to private body parts of patient.</li> <li>• Explain the importance of taking care of tubing's like IV, Catheter, NG etc while giving bath or care to the patient.</li> <li>• Explain the need of "after bath care" to the patient</li> <li>• Identify rashes, abrasions, dryness, changes in color, pressure areas, temperature, bruise and swelling of skin and its effective reporting</li> <li>• Identify pressure sores/ bed sores</li> <li>• Identify the causes for pressure sores (Bed sores)</li> <li>• Explain the importance of oral care in case of dentures and unconscious patients</li> <li>• Explain the importance of maintaining oral care, skin and nail care</li> <li>• Explain the importance for excreta disposal in human body</li> <li>• How care to be provided in case of urine and bowel Incontinence or patient with urinary catheter.</li> <li>• Observe urine and stools for routine as</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the process of bathing, oral, nail, hair and back care.</li> <li>• Demonstrate the process of oral hygiene of an unconscious patient.</li> <li>• Demonstrate the use of diaper, bedpan, urinal in male and female patients.</li> <li>• Demonstrate the use of urinary catheter in unconscious and incontinence of patient</li> <li>• Demonstrate the method of emptying urine bag.</li> <li>• Demonstrate the method of maintain intake/ output chart</li> <li>• Demonstrate the method of disposal of human waste</li> <li>• Demonstrate the method of bowel and bladder care.</li> <li>• Demonstrate the procedure of catheter care</li> </ul>

<p>well as special reporting.</p> <ul style="list-style-type: none"> <li>• Discuss the principles of hygiene and sanitation while assisting patient in elimination needs</li> <li>• List the importance of colour and texture change of urine and stool</li> <li>• Explain the usage of various equipment used in elimination needs such as adult diapers, bedpan, urinal etc.</li> <li>• Explain the process of safely assisting a mobile patient to the toilet</li> <li>• Differentiate care plan activities inpatient with urine and bowel incontinence and in patients with urinary catheter.</li> </ul>	
<p><b>-Classroom Aids:</b></p>	
<p>Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster</p>	
<p><b>Tools, Equipment and Other Requirements</b></p>	
<p>Full body nursing manikin, personal care tray, oral care tray, back care tray, mackintosh, towel linen, patient dress, bed sore treating kit, weighing machine, heigh meter, urinal, bedpan, diaper, foley catheter etc</p>	

### Module 3: Last office care

*Mapped to: HSS/N5115*

#### Terminal Outcomes:

- Explain the signs of death.
- Do's and Don'ts during death care
- Packaging of dead body

<b>Duration:</b> 10:00	<b>Duration:</b> 10:00
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Discuss in brief the signs of death.</li> <li>• Discuss various cultural and religious sensitivities attached to death.</li> <li>• Explain the method of deceased body packing.</li> <li>• Explain the procedure of handing over the valuable items that the deceased might be wearing.</li> <li>• Describe the process of deceased body identification details as per the hospital policies.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the skill set for dead body packaging.</li> <li>• Demonstrate the shifting and tagging of the body to the mortuary as per hospital policies.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster, B	
<b>Tools, Equipment and Other Requirements</b>	
Manikin, bed sheet, identification band/ label, personal care tray, patient dress, bandages, cotton, adhesive tape	

## Module 4: Working of basic medical equipment

Mapped to: HSS/N5615

### Terminal Outcomes:

- Explain the use of basic equipment (oxygen concentrator, oxygen cylinder, nebulizer, ECG machine, pulse oximeter, digital thermometer, digital BP apparatus, syringe pump, Glucometer, steam inhaler, and suction Apparatus)

<b>Duration: 15:00</b>	<b>Duration: 10:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explain the use and importance of oxygen concentrator, oxygen cylinder, nebulizer, ECG machine, pulse oximeter, digital thermometer, digital BP apparatus, syringe pump, Glucometer, steam inhaler, and suction Apparatus effectively.</li> <li>• Discuss the fire safety protocols before, during and after handling of equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the use of oxygen concentrator, oxygen cylinder, nebulizer, ECG machine, pulse oximeter, digital thermometer, digital BP apparatus, syringe pump, Glucometer, steam inhaler, and suction Apparatus.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Oxygen cylinder, Concentrator, pulse oximeter, spirometer, steam inhaler, suction apparatus, nebulizer etc	

## Module 5: Infection control practices and waste management

Mapped to: HSS/N9622

### Terminal Outcomes:

- Apply self-hygiene and social distancing practices and follow infection control guidelines.
- Demonstrate correct waste disposal methods as per guidelines and regulations.

Duration: 10:00	Duration: 10:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<p>Explain the significance of following prescribed rules and guidelines during an epidemic or a pandemic.</p> <ul style="list-style-type: none"> <li>• Discuss the significance of self isolation.</li> <li>• Discuss the significance of social distancing and alternate ways of carrying out everyday tasks (use of e-payment gateways/online learning/virtual meetings, etc.) during a pandemic.</li> <li>• Discuss the significance of conforming to basic personal and workplace hygiene practices such as washing hands, using alcohol-based hand sanitizers, examining office supplies/deliveries and their sanitization, etc.</li> <li>• List various surfaces that may serve as potential fomites at workplace.</li> <li>• Identify PPE to be used at workplace and the process of donning, doffing, and discarding them.</li> <li>• Discuss the importance and process of identifying and reporting symptoms to the concerned authorities.</li> <li>• Discuss organizational hygiene and sanitation guidelines and ways of following them and reporting breaches/gaps if any.</li> <li>• Explain the importance and mechanism of proper and safe disposal, transportation, and treatment of waste.</li> <li>• Discuss the ways of dealing with stress and anxiety during a disease outbreak.</li> </ul>	<ul style="list-style-type: none"> <li>• Show how to sanitize and disinfect one's work area regularly.</li> <li>• Demonstrate the correct way of washing hands using soap and water, and alcohol-based hand rubs.</li> <li>• Display the correct way of donning, doffing and discarding PPE such as face masks, hand gloves, face shields, PPE suits, etc.</li> <li>• Demonstrate appropriate social and behavioural etiquette (greeting and meeting people, spitting/coughing/sneezing, etc.).</li> <li>• Prepare a list of relevant hotline/emergency numbers.</li> <li>• Select different types of waste and various types of colour coded bins/containers used for disposal of waste.</li> </ul>
<b>Classroom Aids:</b>	
Computer with internet, Video presentation	
<b>Tools, Equipment and Other Requirements</b>	
E-modules depicting sanitization, infection control and waste disposal practices	

## Module 6: Safety and emergency response at workplace

Mapped to: HSS/N9624

*Terminal Outcomes:*

- Respond to institutional emergencies safely and appropriately
- Perform Basic Life Support or basic first aid in medical emergency situations, as and when required

<b>Duration: 10:00</b>	<b>Duration: 10:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explain the basics of first aid.</li> <li>• List the precautions to be taken for personal safety.</li> <li>• Discuss how to perform Basic Life Support (BLS).</li> <li>• Explain the use of protective devices such as restraints and safety devices.</li> <li>• Identify precautions to be taken for self-safety.</li> <li>• List the hospital emergency codes and their significance.</li> <li>• Explain about disaster management techniques to deal with institutional emergencies.</li> <li>• Discuss about the escalation matrix for referral and management of common emergencies.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate usage of hospital emergency codes and basic first aid in a mock drill depicting an institutional emergency.</li> <li>• Create a chart depicting different types of protective devices such as restraints and safety devices.</li> <li>• Create a flow chart depicting common emergency situations and its referral mechanism.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Crash cart trolley, first aid box, CPR nursing manikin, Ambu bag with mask adult, torch, physical restraints, fire extinguisher	

### Module 7: Employability Skills (30 hours)

Mapped to Module: DGT/VSQ/N0101, V1.0, Employability Skills (30 Hours)

<b>Mandatory Duration: 30:00</b>			
<b>Location: On-Site</b>			
<b>S.No.</b>	<b>Module Name</b>	<b>Key Learning Outcomes</b>	<b>Duration( hours)</b>
1.	Introduction to Employability Skills	<ul style="list-style-type: none"> <li>Discuss the importance of Employability Skills in meeting the job requirements.</li> </ul>	1
2.	Constitutional values - Citizenship	<ul style="list-style-type: none"> <li>Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen.</li> <li>Show how to practice different environmentally sustainable practices.</li> </ul>	1
3.	Becoming a Professional in the 21st Century	<ul style="list-style-type: none"> <li>Discuss 21st century skills.</li> <li>Display positive attitude, self-motivation, problem solving, time management skills and continuous learning mindset in different situations.</li> </ul>	1
4.	Basic English Skills	<ul style="list-style-type: none"> <li>Use appropriate basic English sentences/phrases while speaking.</li> </ul>	2
5.	Communication Skills	<ul style="list-style-type: none"> <li>Demonstrate how to communicate in a well-mannered way with others.</li> <li>Demonstrate working with others in a team.</li> </ul>	4
6.	Diversity & Inclusion	<ul style="list-style-type: none"> <li>Show how to conduct oneself appropriately with all genders and PwD.</li> <li>Discuss the significance of reporting sexual harassment issues in time.</li> </ul>	1
7.	Financial and Legal Literacy	<ul style="list-style-type: none"> <li>Discuss the significance of using financial products and services safely and securely.</li> <li>Explain the importance of managing expenses, income, and savings.</li> <li>Explain the significance of approaching the concerned authorities in time for any exploitation as per legal rights and laws.</li> </ul>	4
8.	Essential Digital Skills	<ul style="list-style-type: none"> <li>Show how to operate digital devices and use the associated applications and features, safely and securely.</li> <li>Discuss the significance of using internet for browsing, accessing social media platforms, safely and securely.</li> </ul>	3
9.	Entrepreneurship	<ul style="list-style-type: none"> <li>Discuss the need for identifying opportunities for potential business, sources for arranging money and potential legal and financial challenges.</li> </ul>	7
10.	Customer Service	<ul style="list-style-type: none"> <li>Differentiate between types of customers.</li> <li>Explain the significance of identifying customer needs and addressing them.</li> <li>Discuss the significance of maintaining hygiene and dressing appropriately.</li> </ul>	4



11	Getting ready for apprenticeship & Jobs	<ul style="list-style-type: none"> <li>• Create a biodata.</li> <li>• Use various sources to search and apply for jobs.</li> <li>• Discuss the significance of dressing up neatly and maintaining hygiene for an interview.</li> </ul>	2
		<ul style="list-style-type: none"> <li>• Discuss how to search and register for apprenticeship opportunities.</li> </ul>	

**LIST OF TOOLS & EQUIPMENT FOR  
EMPLOYABILITY  
SKILLS**

S No.	Name of the Equipment	Quantity
1.	Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed) (all software should either be latest version or one/two version below)	As required
2.	UPS	As required
3.	Scanner cum Printer	As required
4.	Computer Tables	As required
5.	Computer Chairs	As required
6.	LCD Projector	As required
7.	White Board 1200mm x 900mm	As required

*Note: Above Tools & Equipment not required, if Computer LAB is available in the institute.*

## ELECTIVE -1 (HOME CARE)

### Module 8: Support patient in Home Setting

*Mapped to: HSS/N5137*

#### Terminal Outcomes:

- Demonstrate patient supporting skills at home setup.

<b>Duration: 10:00</b>	<b>Duration: 05:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Describe common patient concerns and the importance of handling the same.</li> <li>• Discuss the process of handling patient queries.</li> <li>• Discuss various types of consent applicable for home care settings.</li> <li>• Describe the process of assisting patients in using home equipment, home bed, etc.</li> <li>• Explain the kinetics of joints and movements</li> <li>• Discuss mechanisms that affect movements in the human body</li> <li>• Describe the principles of proper body mechanics to carry out patient activities for proper ergonomics</li> <li>• Discuss various exercises while sitting, standing, lifting, lying, etc.</li> <li>• Describe importance of positioning for a patient in treatment and recovery</li> <li>• List various kinds of means available for transferring patients</li> <li>• Describe care to be taken while transferring patient</li> <li>• Explain usage of wheelchair, shifting of patient from bed to wheelchair and wheelchair to bed</li> <li>• Describe care while patient is walking or using assisted devices such as crutches, cane, walker etc</li> <li>• Discuss the process of implementing a care plan keeping patient's safety in consideration</li> <li>• Explain the significance of ensuring privacy and dignity of the patient</li> <li>• Describe action in event of a fall incident</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the correct use of crutches, walker, cane, wheelchair etc.</li> <li>• Demonstrate the various positions and postures</li> <li>• Demonstrate the use of restrains and safety devices for fall prevention</li> <li>• Demonstrate the role play for handling the queries of patient and their acquaintance.</li> </ul>

<ul style="list-style-type: none"> <li>• Explain the use of protective devices (restraints, safety devices)</li> <li>• Describe care to be taken to avoid fall in high risk patients such as patient with altered sensorium, epileptic patients etc.</li> </ul>	
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Sample formats of feedback forms, Sample formats of reports and records.	

## ELECTIVE -2 (GENERAL HOSPITAL CARE)

### Module 9: Ergonomics, Position, Transferring, Mobility of patient, sample etc

*Mapped to: HSS/N5134*

#### Terminal Outcomes:

- Describe the importance of positioning/transferring /mobility of patients.
- Demonstrate the method of various positioning.
- Demonstrate the use of various transfer equipment like wheelchair, stretcher, etc.

<b>Duration: 10:00</b>	<b>Duration: 10:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explain the kinetics of joints and movements</li> <li>• Discuss mechanisms that affect movements in the human body</li> <li>• Explain the general principles of body movements</li> <li>• List the principles of proper body mechanics to carry out patient activities for proper ergonomics</li> <li>• Explain the significance of maintaining proper joint mobility</li> <li>• Describe the importance of positioning of the patient during treatment and recovery phase such positioning in lithotomy, Fowler’s or Sim’s position and proning.</li> <li>• Explain various types of positions and postures to be maintained ideal for various procedures.</li> <li>• Describe various kinds of means available for transferring patient like wheelchair, stretcher etc.</li> <li>• Describe precautions to be taken while transferring patient.</li> <li>• Explain the importance of proning inhalation in case of hypoxia.</li> <li>• Describe the precautions to be taken while transferring the sample to the lab.</li> </ul>	<ul style="list-style-type: none"> <li>• Practice various patient positioning on manikin.</li> <li>• Demonstrate the patient positioning and ambulation including proning inhalation.</li> <li>• Demonstrate the use of transfer equipment’s like bed, trolley, wheelchair, stretcher, crutches, walker, etc.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Sample formats of feedback forms, Sample formats of reports and records.	

## Module 10: Observing, reporting, data entry and documentation.

*Mapped to: HSS/N5134*

### Terminal Outcomes:

- Demonstrate the method of documentation, and data entry

<b>Duration:</b> 05:00	<b>Duration:</b> 05:00
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explain use and importance of records and reports.</li> <li>• List down the various types of records</li> <li>• Explain the process of reporting in patient condition.</li> <li>• Explain the method of documentations and their retrieval.</li> <li>• Identify different computer components and setup operating system in a computer.</li> <li>• Explain the importance of maintaining records and documentation required for COVID patient.</li> <li>• Explain the method of documentations and their retrieval.</li> </ul>	<ul style="list-style-type: none"> <li>• Create, format, and edit document application software such as MS Word, MS Excel, PowerPoint.</li> <li>• Perform data entry (Typing) in English, Hindi/Regional language with a reasonable speed and accuracy.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster, AV aids, mick	
<b>Tools, Equipment and Other Requirements</b>	
Sample formats of reports and hospital documents	

## Module 11: Support in routine activities of in-patient department

*Mapped to: HSS/N5135*

### Terminal Outcomes:

- Demonstrate the steps of managing spills.
- Discuss the significance of keeping record of intake and output of the patient.
- Demonstrate the method of bedmaking.

<b>Duration: 10:00</b>	<b>Duration: 15:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Discuss the procedures and codes of answering a call bell.</li> <li>• List patient complaints such as dizziness, vertigo, etc.</li> <li>• Discuss various complaints that need immediate reporting and action.</li> <li>• List various changes in patients' overall condition that are critical to be reported.</li> <li>• Describe how to assist the medical staff in checking a patient's parameters such as height and weight.</li> <li>• Discuss the significance of keeping record of the patient.</li> <li>• Discuss the process of reporting the incidences of spillage.</li> <li>• Explain spill management.</li> <li>• List down the various types of records.</li> <li>• Explain the process of reporting a patient's condition.</li> <li>• Difference between cleaning and disinfection of articles</li> <li>• Discuss the standard operating procedures for decontamination as per manufacturer's instructions/ organizational policies</li> <li>• Explain about dispose off any waste safely and according to organization protocol</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate hand hygiene practice.</li> <li>• Demonstrate donning and doffing of PPE.</li> <li>• Demonstrate the steps of managing spills.</li> <li>• Demonstrate the steps involved in collecting, transporting soiled linen and other clothing.</li> <li>• Demonstrate the method of using weighing machine and height meter for measuring weight and height of the patient.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Manikin, oral care tray, air mattress, bed linen, intake output charts, bath basins, bathing tray, hair care tray, shampoo, soap, spirit, oil, toothpaste, toothbrush, skin care tray, nail care tray wheelchair, trolley, CPR Manikin, Wheelchair, bedpan, urinal, bed linen, urinary catheter, adult diaper etc	

### ELECTIVE -3 (CRITICAL HOSPITAL CARE)

**Module 12: Assist nurse in performing procedures as instructed in the care plan at Critical/Intensive care units (ICU).**

**Mapped to: HSS/N5130**

**Terminal Outcomes:**

- Provide support to nurse in critical care units.

<b>Duration: 15:00</b>	<b>Duration: 15:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explain about the function and set up of Critical/Intensive care unit (ICU).</li> <li>• Discuss about various equipment used in ICU.</li> <li>• Explain about importance of keeping equipment handy at the time of an emergency.</li> <li>• Ensure equipment being used for the procedure are in line with the organizational protocols.</li> <li>• Explain about the dressing material required to assist the nurse during wound dressing.</li> <li>• Explain about daily routine checking &amp; care of defibrillators, ECG Machines, syringe pump operations, alpha bed with algorithm.</li> <li>• Explain about patency of articles, drugs, equipment in the critical care unit.</li> <li>• Explain about need for and importance of timely changing position of the bedridden and comatose patient.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the practical skills for maintaining activities of daily living for patient.</li> <li>• Demonstrate hand hygiene practice.</li> <li>• Demonstrate donning and doffing of PPE.</li> <li>• Demonstrate the process of wound management esp. in case of dressing of pressure sore.</li> <li>• Demonstrate the method of disinfecting, cleaning/sterilization protocols in Intensive/Critical Care Unit.</li> <li>• Demonstrate the process of packing Instruments for Sterilization.</li> <li>• Demonstrate the correct method of transportation of specimens such as urine, sputum, blood, stool etc.</li> <li>• Demonstrate the measuring input and output chart.</li> <li>• Demonstrate the care of pressure sores.</li> <li>• Demonstrate the method of daily routine checking &amp; care of defibrillators, ECG Machines, syringe pump operations, alpha bed with algorithm.</li> <li>• Demonstrate the process of reading and recording vital parameters such as pulse, SpO2, BP, temperature, etc</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Oxygen cylinder, Concentrator, pulse oximeter, spirometer, steam inhaler, suction apparatus, nebulizer etc	

## Module 13: Assist nurse in implementation of nursing care plan

*Mapped to: HSS/N5126*

### Terminal Outcomes:

- Provide support to nurse for implementing nursing care plan.
- Observing and reporting

<b>Duration: 15:00</b>	<b>Duration: 15:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Explore the needs and expectations of the patient and his/her goals for the intervention.</li> <li>• Identify current or previous interventions that the patient may have experienced and the immediate requirements of his/her individualized care plan.</li> <li>• Ensure the environment used for the intervention is suitable, and that the privacy and dignity of the patient is protected.</li> <li>• Ensure patient centricity.</li> <li>• Understand patient monitoring and after care.</li> <li>• Ensure effective communication between the patient and the significant other about the prognosis.</li> <li>• Discuss the importance of observing and reporting to authority for said or unsaid findings if any</li> <li>• Understand the importance of verbally informing the person in authority</li> </ul>	<ul style="list-style-type: none"> <li>• Implement the intervention in a safe and effective manner, using evidence-based practices and processes.</li> <li>• Practice the method to minimize any discomfort to the patient within the constraints imposed by the intervention method.</li> <li>• Encourage the carers to give appropriate support to the patient throughout the intervention.</li> <li>• Monitor the effects of the intervention on the patient throughout the process and identify any indications of increased risk.</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Manikin, oral care tray, air mattress, bed linen, intake output charts, bath basins, bathing tray, hair care tray, shampoo, soap, spirit, oil, toothpaste, toothbrush, skin care tray, nail care tray wheelchair, trolley, CPR Manikin, Wheelchair, bedpan, urinal, bed linen, urinary catheter, adult diaper etc	



## Module 14: Ancillary services for patient care

*Mapped to: HSS/N5127*

### Terminal Outcomes:

- Demonstrate the process of bed making.
- Demonstrate the method of prepare patient room for admission.
- Transferring of patient, drugs, documents and sample

<b>Duration: 15:00</b>	<b>Duration: 25:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Describe various types of linen used in hospital.</li> <li>• Explain the need of periodic changing of linen.</li> <li>• Describe how to prepare room for admission.</li> <li>• Discuss various types of beds and their making.</li> <li>• Describe various kinds of means available for transferring patient like wheelchair, stretcher etc.</li> <li>• Describe precautions to be taken while transferring patient.</li> <li>• Describe the precautions to be taken while transferring the sample, drugs and documents.</li> <li>• Describe how to ensure that the surrounding is appropriate and equipments are in working condition.</li> <li>• Describe comprehend guidelines for documentation.</li> <li>• Identify various types of records and their importance</li> <li>• Explain abbreviations and symbols in documents.</li> <li>• Store, and maintain the privacy and confidentiality of documents</li> </ul>	<ul style="list-style-type: none"> <li>• Practice Admission and discharges of the patient</li> <li>• Perform bed making.</li> <li>• Demonstrate different types of bed.</li> <li>• Demonstrate the use of transfer equipment's like bed, trolley, wheelchair, stretcher, crutches, walker, etc.</li> <li>• Demonstrate the process of documentation</li> </ul>
<b>Classroom Aids:</b>	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
<b>Tools, Equipment and Other Requirements</b>	
Bed linen, Blanket, Pillow, Pillow cover, Bed, Bedside locker etc.	

### Compulsory Module

<b>Mandatory Duration: 75:00</b>	<b>Recommended Duration: 00:00</b>
<b>Module Name: On-the-Job Training</b>	
<b>Location: On Site</b>	
<b>Terminal Outcomes</b>	
<ul style="list-style-type: none"> <li>• Follow appropriate behaviour (frequent handwashing and sanitization).</li> <li>• Demonstrate documentation and recording of equipment to hospital staff with data entry as per protocols including reading of instrument/equipment, recording and record maintenance.</li> <li>• Demonstrate the process of bathing, grooming, and dressing of a patient.</li> <li>• Demonstrate the shifting and tagging of the body to the mortuary specially covid 19 bodies.</li> <li>• Perform the use of face mask, nasal cannula and nasal prongs and Nebulizer mask, operating oxygen concentrator, adjust oxygen flow rate in concentrator, method of cleaning of equipment and their attachments, use of finger pulse oximeter and placement of ECG leads.</li> <li>• Demonstrate handling of biomedical waste from its segregation in different coloured dustbin as per the protocol.</li> <li>• Demonstrate the method of CPR as per the protocols.</li> <li>• Demonstrate spillage management with 1% hypochlorite solution.</li> <li>• Demonstrate donning and doffing off PPE.</li> </ul>	

### Elective 1: Home Care

<b>Mandatory Duration: 45:00</b>	<b>Recommended Duration: 00:00</b>
<b>Module Name: On-the-Job Training</b>	
<b>Location: On Site</b>	
<b>Terminal Outcomes</b>	
<ul style="list-style-type: none"> <li>• Demonstrate the use of home equipment, home bed, crutches, walkers, cane etc.</li> <li>• Demonstrate the daily living activities of patient at home settings.</li> <li>• Clarify common doubts of the patient and their acquaintances</li> <li>• Demonstrate the various positions and postures</li> <li>• Demonstrate the use of restrains and safety devices for fall prevention</li> <li>• Handle the queries of patient and their acquaintance.</li> <li>• Demonstrate the implementation of the patient care plan</li> </ul>	

### Elective 2: General Hospital Care

<b>Mandatory Duration: 60:00</b>	<b>Recommended Duration: 00:00</b>
<b>Module Name: On-the-Job Training</b>	
<b>Location: On Site</b>	
<b>Terminal Outcomes</b>	
<ul style="list-style-type: none"> <li>• Demonstrate the use of transfer equipment's like bed, trolley, wheelchair, stretcher, crutches, walkers etc.</li> <li>• Demonstrate the method of bedmaking.</li> </ul>	

- Create, format, and edit document application software such as MS Word, MS Excel, PowerPoint.
- **Demonstrate the steps involved in collecting, transporting soiled linen and other clothing.**
- Demonstrate the method of using weighing machine and height meter for measuring weight and height of the patient.

### Elective 3: Critical Hospital Care

**Mandatory Duration: 45:00**

**Recommended Duration: 00:00**

**Module Name: On-the-Job Training**

**Location: On Site**

#### Terminal Outcomes

- Demonstrate the process of wound management esp. in case of dressing of pressure sore.
- Demonstrate the method of disinfecting, cleaning/sterilization protocols in Intensive/Critical Care Unit.
- Demonstrate the process of packing Instruments for Sterilization.
- Demonstrate the correct method of transportation of specimens such as urine, sputum, blood, stool etc.
- Demonstrate the measuring input and output chart.
- Demonstrate the care of pressure sores.
- Implement the intervention in a safe and effective manner, using evidence-based practices and processes.
- Practice the method to minimize any discomfort to the patient within the constraints imposed by the intervention method.
- Encourage the carers to give appropriate support to the patient throughout the intervention.
- Monitor the effects of the intervention on the patient throughout the process and identify any indications of increased risk.
- Practice Admission and discharges of the patient
- Perform different types of bed making
- Demonstrate the use of transfer equipment's like bed, trolley, wheelchair, stretcher, crutches, walker, etc.
- Demonstrate the process of documentation

## Annexure

### Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Medical Graduate	MBBS, BAMS, BHMS	1		0		1 Year of clinical experience in patient care is mandatory
Ph.D.	Nursing	1		0		
M.Sc	Nursing	1		0		
B.Sc. or Post Basic B.Sc.	Nursing	1		0		
Diploma	GNM (General Nursing Midwifery)	2		0		

Trainer Certification	
Domain Certification	Platform Certification
Certified for Job Role: "Frontline Health Caregiving Assistant" mapped to QP: "HSS/Q5108 v1.0" with minimum score of 80%.	Recommended that the Trainer is certified for the Job Role: "Trainer (VET and Skills)", mapped to the Qualification Pack: "MEP/Q2601, v2.0" with minimum score of 80%.

## Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
Medical Graduate	MBBS, BAMS, BHMS	3		0		
Ph.D.	Nursing	3		0		
M. Sc	Nursing	3		0		
B.Sc. or Post Basic B.Sc.	Nursing	3		0		
Diploma	GNM (General Nursing Midwifery)	5		0		

Assessor Certification	
Domain Certification	Platform Certification
Certified for Job Role: "Frontline Health Caregiving Assistant" mapped to QP: "HSS/Q5108 v1.0" with minimum score of 80%.	Recommended that the Assessor is certified for the Job Role: "Assessor (VET and Skills)", mapped to the Qualification Pack: "MEP/Q2701, v2.0" with minimum score of 80%.

## Assessment Strategy

The emphasis is on 'learning-by-doing' and practical demonstration of skills and knowledge based on the performance criteria. Accordingly, assessment criteria for each job role is set and made available in qualification pack.

The assessment papers for both theory and practical would be developed by Subject Matter Experts (SME) hired by Healthcare Sector Skill Council or with the HSSC accredited Assessment Agency as per the assessment criteria mentioned in the Qualification Pack. The assessments papers would also be checked for the various outcome-based parameters such as quality, time taken, precision, tools & equipment requirement etc.

Each NOS in the Qualification Pack (QP) is assigned a relative weightage for assessment based on the criticality of the NOS. Therein each Element/Performance Criteria in the NOS is assigned marks on relative importance, criticality of function and training infrastructure.

The On the Job (OJT) training component, which is a mandatory part of the training, done by the candidate at a healthcare organization has to be appropriately captured as per OJT logbook framework. This shall be assessed and would carry the weightage during final assessment done by HSSC as per assessment strategy defined for COVID Frontline Worker (Basic Care Support).

The following tools would be used for final assessment:

**1. Practical Assessment:** This comprises of a creation of mock environment in the skill lab which is equipped with all equipment required for the qualification pack.

Candidate's soft skills, communication, aptitude, safety consciousness, quality consciousness etc. is ascertained by observation and marked in observation checklist. The outcome is measured against the specified dimensions and standards to gauge the level of their skill achievements.

**2. Viva/Structured Interview:** This tool is used to assess the conceptual understanding and the behavioral aspects with regard to the job role and the specific task at hand. It also includes questions on safety, quality, environment and equipment etc.

**3. Written Test:** Question paper consisting of 100 MCQs (Hard:40, Medium:30 and Easy: 30) with questions from each element of each NOS. The written assessment paper is comprised of following types of questions:

- i. True / False Statements
- ii. Multiple Choice Questions
- iii. Matching Type Questions.
- iv. Fill in the blanks
- v. Scenario based Questions
- vi. Identification Questions

**QA Regarding Assessors:**

Assessors are selected as per the “eligibility criteria” laid down by HSSC for assessing each job role. The assessors selected by Assessment Agencies are scrutinized and made to undergo training and introduction to HSSC Assessment Framework, competency based assessments, assessors guide etc. HSSC conducts “Training of Assessors” program from time to time for each job role and sensitize assessors regarding assessment process and strategy which is outlined on following mandatory parameters:

- 1) Guidance regarding NSQF
- 2) Qualification Pack Structure
- 3) Guidance for the assessor to conduct theory, practical and viva assessments
- 4) Guidance for trainees to be given by assessor before the start of the assessments.
- 5) Guidance on assessments process, practical brief with steps of operations practical observation checklist and mark sheet
- 6) Viva guidance for uniformity and consistency across the batch.
- 7) Mock assessments
- 8) Sample question paper and practical demonstration

## References

## Glossary

<b>Sector</b>	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.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	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.



## Acronyms and Abbreviations

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>CPR</b>	Cardio Pulmonary Resuscitation