



# Geriatric Care Aide

QP Code: HSS/Q3005

Version: 1.0

NSQF Level: 3

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## HSS/Q3005: Geriatric Care Aide

### Brief Job Description

Geriatric Care Aide provides routine individualized care to geriatrics and assists other healthcare providers majorly in home/ old age home (including assisted living facilities) settings, rehabilitation facilities or in hospitals in maintaining daily living activities for geriatrics. These individuals support patient by undertaking non-clinical tasks or the activities that have been prescribed by the healthcare team members.

### Personal Attributes

The job requires individuals to have good communication and time management skills along with the ability to work in a multidisciplinary team environment. The individuals should possess key qualities such as confidence, maturity, compassion, patient centricity and active listening. They should exhibit good coordination skills, ethical behavior and empathy with patients.

### Applicable National Occupational Standards (NOS)

#### Compulsory NOS:

1. [HSS/N3018: Foundation Course](#)
2. [HSS/N3019: Assist in bathing the patient](#)
3. [HSS/N3020: Assist in grooming the patient](#)
4. [HSS/N3021: Assist patient in dressing up](#)
5. [HSS/N3022: Support individual to eat and drink](#)
6. [HSS/N3023: Assist patient in maintaining the normal elimination](#)
7. [HSS/N3024: Assist transferring the patient](#)
8. [HSS/N3025: Prevent and control infections](#)
9. [HSS/N3026: Assist in performing procedures as instructed in the care plan](#)
10. [HSS/N3027: Assist doctor/nurse in observing and reporting change in patient condition](#)
11. [HSS/N3028: Measuring patient parameters accurately](#)
12. [HSS/N3029: Care and management of geriatric patient with pressure sores](#)
13. [HSS/N3030: Respond to patient's call](#)
14. [HSS/N3031: Clean medical equipment & Biomedical Waste Management](#)
15. [HSS/N3032: Follow Biomedical Waste Disposal protocol](#)
16. [HSS/N3033: Enable geriatric/paralytic/immobile patients to cope with changes to their health and](#)

[wellbeing](#)

17. [HSS/N3034: Implement interventions with geriatric/paralytic/immobile patient at risk of fall](#)

18. [HSS/N3035: Carry out last office \(Death Care\)](#)

## Qualification Pack (QP) Parameters

<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>Country</b>	India
<b>NSQF Level</b>	3
<b>Aligned to NCO/ISCO/ISIC Code</b>	NC0-2015/5322.9900
<b>Minimum Educational Qualification &amp; Experience</b>	10th Class
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	18/11/2020
<b>Next Review Date</b>	18/11/2025
<b>Deactivation Date</b>	18/11/2025
<b>NSQC Approval Date</b>	
<b>Version</b>	1.0

### Remarks:

The Qualification pack has been derived from Short Term Training Curriculum of Geriatric Care Aide of Ministry of Health and Family Welfare (MoHFW). The last review date is the QP Adoption approval date and the NSQC clearance date mentioned is the date on which the original qualification was NSQC approved.

## HSS/N3018: Foundation Course

### Description

This unit provides details about the Geriatric Care Aide programme and its related concepts. This NOS has been derived from Foundation course module of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Introduction to the Geriatric Care Aide programme
- Anthropometric measurements and its importance
- Communication, Interpersonal skills and working with other
- Computers and information technology
- Basics of emergency care and life support skills
- Disaster preparedness and management

### Elements and Performance Criteria

#### *Introduction to the Geriatric Care Aide programme*

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

- PC1.** explain the role of a Geriatric Care Aide in a hospital setting/ home based setting
- PC2.** what are the indicators for 'Don'ts for a Geriatric Care Aide

#### *Anthropometric measurements and its importance*

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

- PC3.** identify the various equipment for anthropometric measurement
- PC4.** demonstrate the steps for measuring weight and record on the recording/reporting sheet
- PC5.** demonstrate the steps for measuring arm circumference and record on the recording/reporting sheet

#### *Communication, Interpersonal skills and working with others*

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

- PC6.** describe and demonstrate how to communicate with patient with impaired hearing/ vision/ speech/ memory
- PC7.** enumerate the changes in the patient with abnormal behavior

#### *Computers and information technology*

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

- PC8.** demonstrate the basic use of computers and aspects related to data handling

#### *Basics of emergency care and life support skills*

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

- PC9.** identify the various contents of first aid kit
- PC10.** demonstrate Heimlich maneuver
- PC11.** demonstrate the immediate action to be taken for a patient with nosebleed/ minor burns/ asthma attack/fainting/ sprain/ hypothermia/ bites – bee sting or snake bite

**PC12.** demonstrate how to do CPR

*Disaster preparedness and management*

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

**PC13.** describe precautions in the event of a disaster

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** healthcare delivery system in India at primary, secondary and tertiary care
- KU2.** community participation in healthcare delivery system
- KU3.** issues in health care delivery system in India
- KU4.** health scenario of India- past, present and future
- KU5.** basic medical terminology
- KU6.** duties and responsibilities of a Geriatric Care Aide
- KU7.** process of measuring height, weight, and mid arm circumference
- KU8.** importance of measuring weight , height and mid arm circumference
- KU9.** steps of measuring height using scale and inch tape
- KU10.** do's and don'ts of measurement
- KU11.** reporting errors
- KU12.** reporting formats
- KU13.** ethics in healthcare- privacy, confidentiality, consent, medico legal aspects
- KU14.** special characteristics of health communication
- KU15.** barriers of communication & how to overcome them
- KU16.** use of computers, its input and output devices
- KU17.** application of computers in clinical settings
- KU18.** use of basic software such as MS office, operating systems (Windows) and internet
- KU19.** use of data entry, saving and retrieving, scanning and copying medical records/documents, efficient file naming and uploading, printing, as needed, application of computers in clinical settings
- KU20.** vital signs and primary assessment
- KU21.** basic emergency care- first aid and triage
- KU22.** ventilation including use of bag-valve-masks (BVMs)
- KU23.** choking, rescue breathing methods
- KU24.** one- and two-rescuer CPR
- KU25.** how to use an AED (Automated External Defibrillator)
- KU26.** how to manage an emergency including moving a patient
- KU27.** fundamentals of emergency management
- KU28.** disaster preparedness and risk reduction
- KU29.** incident command and institutional mechanisms
- KU30.** resource management

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to the Geriatric Care Aide programme</i>	<b>30</b>	-	-	-
<b>PC1.</b> explain the role of a Geriatric Care Aide in a hospital setting/ home based setting	10	-	-	-
<b>PC2.</b> what are the indicators for 'Don'ts for a Geriatric Care Aide	20	-	-	-
<i>Anthropometric measurements and its importance</i>	-	<b>20</b>	-	-
<b>PC3.</b> identify the various equipment for anthropometric measurement	-	5	-	-
<b>PC4.</b> demonstrate the steps for measuring weight and record on the recording/reporting sheet	-	5	-	-
<b>PC5.</b> demonstrate the steps for measuring arm circumference and record on the recording/reporting sheet	-	10	-	-
<i>Communication, Interpersonal skills and working with others</i>	<b>15</b>	<b>30</b>	-	-
<b>PC6.</b> describe and demonstrate how to communicate with patient with impaired hearing/ vision/ speech/ memory	5	25	-	-
<b>PC7.</b> enumerate the changes in the patient with abnormal behavior	10	5	-	-
<i>Computers and information technology</i>	-	<b>10</b>	-	-
<b>PC8.</b> demonstrate the basic use of computers and aspects related to data handling	-	10	-	-
<i>Basics of emergency care and life support skills</i>	-	<b>85</b>	-	-
<b>PC9.</b> identify the various contents of first aid kit	-	20	-	-
<b>PC10.</b> demonstrate Heimlich maneuver	-	10	-	-
<b>PC11.</b> demonstrate the immediate action to be taken for a patient with nosebleed/ minor burns/ asthma attack/fainting/ sprain/ hypothermia/ bites – bee sting or snake bite	-	30	-	-



Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC12.</b> demonstrate how to do CPR	-	25	-	-
<i>Disaster preparedness and management</i>	<b>5</b>	<b>5</b>	-	-
<b>PC13.</b> describe precautions in the event of a disaster	5	5	-	-
<b>NOS Total</b>	<b>50</b>	<b>150</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3018
<b>NOS Name</b>	Foundation Course
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3019: Assist in bathing the patient

### Description

This unit provides knowledge, understanding & skills required to support while bathing the patient. This NOS has been derived from the module Assist in bathing the patient of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Types of bath and its guidelines
- Privacy concerns
- Standard precautions
- Post bath procedures
- Cleaning and disinfection

### Elements and Performance Criteria

#### *Types of bath and its guidelines*

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

- PC1.** identify the type of bath that is best suited as per the guidelines for various conditions. Give 2 examples
- PC2.** identify the water temperature for bathing
- PC3.** demonstrate how to clean a patient while bathing

#### *Privacy concerns*

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

- PC4.** demonstrate how to maintain the patient privacy and encourage patient do as much as possible to promote independence

#### *Standard precautions*

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

- PC5.** identify and demonstrate the standards precautions when performing perennial care or when bathing a patient with skin lesion and rashes

#### *Post bath procedures*

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

- PC6.** demonstrate how to dry patient skin with a towel
- PC7.** demonstrate how to stimulate circulation and relieve stress
- PC8.** demonstrate how to check patient's skin after bathing
- PC9.** observe and report unusual findings to the concerned authority

#### *Cleaning and disinfection*

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

- PC10.** demonstrate how to clean tub shower chair before and after each use

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** basic human anatomy
- KU2.** types of bathing positions
- KU3.** how to maintain patient's privacy
- KU4.** importance of bathing and its types
- KU5.** how to provide care to private body parts of patient
- KU6.** various types of washing, from cleanest to dirtiest
- KU7.** how to dry patient effectively to prevent skin breakdown
- KU8.** how to check patient's skin after bathing
- KU9.** how to detect and report unusual findings during bathing like skin color, rashes, redness, bruises etc
- KU10.** how to give back rub after bathing and at bedtime to stimulate circulation and relieve stress
- KU11.** the procedure of disinfection of hands
- KU12.** the disinfection and cleaning of tub, chair, or shower after bath

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Types of bath and its guidelines</i>	<b>20</b>	<b>60</b>	-	-
<b>PC1.</b> identify the type of bath that is best suited as per the guidelines for various conditions. Give 2 examples	10	40	-	-
<b>PC2.</b> identify the water temperature for bathing	5	-	-	-
<b>PC3.</b> demonstrate how to clean a patient while bathing	5	20	-	-
<i>Privacy concerns</i>	<b>10</b>	<b>10</b>	-	-
<b>PC4.</b> demonstrate how to maintain the patient privacy and encourage patient do as much as possible to promote independence	10	10	-	-
<i>Standard precautions</i>	-	<b>40</b>	-	-
<b>PC5.</b> identify and demonstrate the standards precautions when performing perennial care or when bathing a patient with skin lesion and rashes	-	40	-	-
<i>Post bath procedures</i>	<b>12</b>	<b>28</b>	-	-
<b>PC6.</b> demonstrate how to dry patient skin with a towel	-	5	-	-
<b>PC7.</b> demonstrate how to stimulate circulation and relieve stress	-	5	-	-
<b>PC8.</b> demonstrate how to check patient's skin after bathing	10	-	-	-
<b>PC9.</b> observe and report unusual findings to the concerned authority	2	18	-	-
<i>Cleaning and disinfection</i>	<b>10</b>	<b>10</b>	-	-
<b>PC10.</b> demonstrate how to clean tub shower chair before and after each use	10	10	-	-
<b>NOS Total</b>	<b>52</b>	<b>148</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3019
<b>NOS Name</b>	Assist in bathing the patient
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3020: Assist in grooming the patient

### Description

This unit provides knowledge & understanding about assisting the patient in grooming to improve their self-image. This NOS has been derived from the module Assist in grooming the patient of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Procedures
- Hair care
- Oral care
- Skin and nail care

### Elements and Performance Criteria

#### *Procedures*

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

- PC1.** demonstrate how to maintain the patient's privacy and promote independence by encouragement
- PC2.** demonstrate how to seek patient's preferences for grooming and show patient how they look after the grooming task is finished

#### *Hair care*

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

- PC3.** demonstrate process of hair care
- PC4.** describe infection control principles to choose the appropriate hair care tool

#### *Oral care*

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

- PC5.** describe conditions which would require mouth care be provided every two hours
- PC6.** how to remove dentures from and insert into patient's mouth
- PC7.** demonstrate process of teeth brushing and rinsing
- PC8.** demonstrate how to clean dentures
- PC9.** demonstrate how to clean the mouth of a patient who has no teeth or has dentures removed
- PC10.** demonstrate procedure to store dentures with patients name to avoid confusion

#### *Skin and nail care*

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

- PC11.** demonstrate the procedures and standard precautions for shaving and cutting nails
- PC12.** demonstrate the use of a safety and an electric razor
- PC13.** demonstrate precautions to be taken to avoid injuries

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the importance of grooming and various functions included under grooming
- KU2.** how to perform and modify grooming tasks based on geriatric condition e.g. dementia, diabetes and paralysis etc
- KU3.** importance of taking into consideration patient's preferences
- KU4.** importance of maintaining oral care, skin and nail care
- KU5.** importance of oral care in case of dentures and unconscious patients
- KU6.** infection control principles
- KU7.** care of matted or knotted hair
- KU8.** identification, listing and reporting of unusual findings such as sores, crusts, dandruff or hair loss, caries and irritations, bleeding gums, broken or loose teeth or grinding down of teeth's surfaces, decreased or excess saliva or drooling, difficulty swallowing
- KU9.** safety precautions
- KU10.** mouth care for a person requiring partial or total assistance
- KU11.** use of mouth wash
- KU12.** naming and storing of dentures
- KU13.** denture removal
- KU14.** standard precautions and protocols
- KU15.** procedure for nail care
- KU16.** hand hygiene

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations



## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Procedures</i>	<b>5</b>	<b>15</b>	-	-
<b>PC1.</b> demonstrate how to maintain the patient's privacy and promote independence by encouragement	5	10	-	-
<b>PC2.</b> demonstrate how to seek patient's preferences for grooming and show patient how they look after the grooming task is finished	-	5	-	-
<i>Hair care</i>	<b>10</b>	<b>10</b>	-	-
<b>PC3.</b> demonstrate process of hair care	-	10	-	-
<b>PC4.</b> describe infection control principles to choose the appropriate hair care tool	10	-	-	-
<i>Oral care</i>	<b>10</b>	<b>50</b>	-	-
<b>PC5.</b> describe conditions which would require mouth care be provided every two hours	10	-	-	-
<b>PC6.</b> how to remove dentures from and insert into patient's mouth	-	10	-	-
<b>PC7.</b> demonstrate process of teeth brushing and rinsing	-	10	-	-
<b>PC8.</b> demonstrate how to clean dentures	-	10	-	-
<b>PC9.</b> demonstrate how to clean the mouth of a patient who has no teeth or has dentures removed	-	10	-	-
<b>PC10.</b> demonstrate procedure to store dentures with patients name to avoid confusion	-	10	-	-
<i>Skin and nail care</i>	-	<b>30</b>	-	-
<b>PC11.</b> demonstrate the procedures and standard precautions for shaving and cutting nails	-	10	-	-
<b>PC12.</b> demonstrate the use of a safety and an electric razor	-	10	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> demonstrate precautions to be taken to avoid injuries	-	10	-	-
<b>NOS Total</b>	<b>25</b>	<b>105</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3020
<b>NOS Name</b>	Assist in grooming the patient
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3021: Assist patient in dressing up

### Description

This unit provides knowledge & understanding about assisting the patient in dressing to improve the self-image and boost their self-esteem. This NOS has been derived from the module Assist in dressing the patient of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW

### Scope

The scope covers the following :

- Principles while dressing/undressing
- Use of assistive devices
- Assisting in the selection of clothes
- Assisting with various types of garments

### Elements and Performance Criteria

#### *Principles while dressing/undressing*

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

- PC1.** demonstrate how to maintain the patient's privacy and promote independence by encouragement
- PC2.** explain what to do when assisting a person with dressing or undressing

#### *Use of assistive devices*

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

- PC3.** demonstrate the use of assistive devices such as shoehorns, buttoning aids and zipper pulls
- PC4.** demonstrate how to fasten clothing with elastic fasteners and ensure that the footwear fits correctly

#### *Assisting in the selection of clothes*

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

- PC5.** explain the appropriate type of clothes to wear for patients with different physical capabilities and in different seasons
- PC6.** demonstrate the process of enquiring about a patient's comfort and ensuring good body alignment after dressing

#### *Assisting with various types of garments*

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

- PC7.** demonstrate the procedure to assist with various types of garments such as undergarments, tops, bottoms and footwear

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** how to dress and undress the patient with minimum discomfort
- KU2.** importance of taking into consideration, patient's preferences for clothes

- KU3.** principles when assisting a person with dressing or undressing
- KU4.** use of assistive devices like Shoehorns, buttoning aids and zipper pulls
- KU5.** patient's physical capabilities
- KU6.** weather and the season
- KU7.** procedure to assist with various types of garments such as undergarments, tops, bottoms, and footwear

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Principles while dressing/undressing</i>	<b>10</b>	<b>10</b>	-	-
<b>PC1.</b> demonstrate how to maintain the patient's privacy and promote independence by encouragement	5	5	-	-
<b>PC2.</b> explain what to do when assisting a person with dressing or undressing	5	5	-	-
<i>Use of assistive devices</i>	-	<b>20</b>	-	-
<b>PC3.</b> demonstrate the use of assistive devices such as shoehorns, buttoning aids and zipper pulls	-	10	-	-
<b>PC4.</b> demonstrate how to fasten clothing with elastic fasteners and ensure that the footwear fits correctly	-	10	-	-
<i>Assisting in the selection of clothes</i>	<b>10</b>	<b>10</b>	-	-
<b>PC5.</b> explain the appropriate type of clothes to wear for patients with different physical capabilities and in different seasons	5	5	-	-
<b>PC6.</b> demonstrate the process of enquiring about a patient's comfort and ensuring good body alignment after dressing	5	5	-	-
<i>Assisting with various types of garments</i>	<b>5</b>	<b>5</b>	-	-
<b>PC7.</b> demonstrate the procedure to assist with various types of garments such as undergarments, tops, bottoms and footwear	5	5	-	-
<b>NOS Total</b>	<b>25</b>	<b>45</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3021
<b>NOS Name</b>	Assist patient in dressing up
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3022: Support individual to eat and drink

### Description

This unit provides knowledge & understanding about assisting the patient in feeding to provide nutrition for physical and mental wellbeing, increase energy levels, enhance immunity, and hasten the healing process. This NOS has been derived from the module Support individuals to Eat and Drink of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- General precautions
- Infection control procedures
- Observation and reporting of unusual findings

### Elements and Performance Criteria

#### *General precautions*

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

- PC1.** demonstrate how to make the patient comfortable and encourage eating as recommended
- PC2.** explain what should be checked in the menu card to verify the diet and restrictions of individual patients
- PC3.** demonstrate the process of feeding through spoon
- PC4.** enumerate the various precautions to be taken care of before and during feeding

#### *Infection control procedures*

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

- PC5.** demonstrate the various infection control practices
- PC6.** explain how to assist in elimination and oral care prior to feeding

#### *Observation and reporting of unusual findings*

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

- PC7.** demonstrate how to measure and record patient input
- PC8.** demonstrate how to check for symptoms of distress like coughing and regurgitation in patient

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** importance of balanced and healthy diet as prescribed by the physician
- KU2.** appropriate diet for various medical conditions
- KU3.** how to feed using spoon or through Ryle's tube
- KU4.** how to differentiate between different types of diet- solid, semi solid, soft and liquid diet
- KU5.** hand hygiene
- KU6.** the process of measurement of vital parameters and recording output



**KU7.** symptoms of distress like coughing and regurgitation

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>General precautions</i>	<b>17</b>	<b>63</b>	-	-
<b>PC1.</b> demonstrate how to make the patient comfortable and encourage eating as recommended	5	10	-	-
<b>PC2.</b> explain what should be checked in the menu card to verify the diet and restrictions of individual patients	5	25	-	-
<b>PC3.</b> demonstrate the process of feeding through spoon	2	3	-	-
<b>PC4.</b> enumerate the various precautions to be taken care of before and during feeding	5	25	-	-
<i>Infection control procedures</i>	<b>10</b>	<b>50</b>	-	-
<b>PC5.</b> demonstrate the various infection control practices	5	25	-	-
<b>PC6.</b> explain how to assist in elimination and oral care prior to feeding	5	25	-	-
<i>Observation and reporting of unusual findings</i>	<b>10</b>	<b>50</b>	-	-
<b>PC7.</b> demonstrate how to measure and record patient input	5	25	-	-
<b>PC8.</b> demonstrate how to check for symptoms of distress like coughing and regurgitation in patient	5	25	-	-
<b>NOS Total</b>	<b>37</b>	<b>163</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3022
<b>NOS Name</b>	Support individual to eat and drink
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3023: Assist patient in maintaining the normal elimination

### Description

This unit provides knowledge & understanding about assisting the patient in in urination and defecation and maintain hygiene during the process. This NOS has been derived from the module Assist patient in maintaining normal elimination of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- General protocols and procedures
- Observation and reporting of unusual findings
- Care of patients with special conditions

### Elements and Performance Criteria

#### *General protocols and procedures*

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

- PC1.** list actions to be taken when responding to patients elimination needs
- PC2.** demonstrate how to assist a mobile patient in moving to the toilet and provide support like giving toilet paper if required or stabilize the commode
- PC3.** demonstrate how to wipe the patient and wash hands to prevent infection
- PC4.** demonstrate the how to use equipment correctly to prevent discomfort or injury
- PC5.** demonstrate how to ensure patients privacy at all times during the process
- PC6.** explain the importance of knowing a person's regular elimination pattern
- PC7.** describe the characteristics of normal urine and feces

#### *Observation and reporting of unusual findings*

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

- PC8.** enumerate the process of enlisting the changes in colour or texture of the elimination and reporting usual findings

#### *Care of patients with special conditions*

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

- PC9.** define the word incontinence and describe the care needs of a person who is incontinent
- PC10.** demonstrate the procedure to administer an enema
- PC11.** demonstrate the measurement of urine output and how to empty a urine drainage bag

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** use of bed pan to assist an immobile patient
- KU2.** use of commode chair to assist an immobile patient

- KU3.** Importance of hand hygiene to prevent infection
- KU4.** use of equipment and techniques correctly to avoid injury or inconvenience to the patient
- KU5.** characteristics of normal urine and faeces
- KU6.** importance of knowing a person's regular elimination pattern
- KU7.** process of cleaning and wiping patient after elimination to prevent infection
- KU8.** changes in colour or texture of the elimination and report usual findings immediately
- KU9.** how to observe urine and stools for routine as well as special reporting
- KU10.** urine and bowel incontinence
- KU11.** enema procedure
- KU12.** the process of measurement and recording intake and output

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>General protocols and procedures</i>	<b>35</b>	<b>90</b>	-	-
<b>PC1.</b> list actions to be taken when responding to patients elimination needs	5	10	-	-
<b>PC2.</b> demonstrate how to assist a mobile patient in moving to the toilet and provide support like giving toilet paper if required or stabilize the commode	5	15	-	-
<b>PC3.</b> demonstrate how to wipe the patient and wash hands to prevent infection	5	5	-	-
<b>PC4.</b> demonstrate the how to use equipment correctly to prevent discomfort or injury	5	15	-	-
<b>PC5.</b> demonstrate how to ensure patients privacy at all times during the process	5	15	-	-
<b>PC6.</b> explain the importance of knowing a person's regular elimination pattern	5	15	-	-
<b>PC7.</b> describe the characteristics of normal urine and feces	5	15	-	-
<i>Observation and reporting of unusual findings</i>	<b>5</b>	<b>15</b>	-	-
<b>PC8.</b> enumerate the process of enlisting the changes in colour or texture of the elimination and reporting usual findings	5	15	-	-
<i>Care of patients with special conditions</i>	<b>15</b>	<b>40</b>	-	-
<b>PC9.</b> define the word incontinence and describe the care needs of a person who is incontinent	5	10	-	-
<b>PC10.</b> demonstrate the procedure to administer an enema	5	15	-	-
<b>PC11.</b> demonstrate the measurement of urine output and how to empty a urine drainage bag	5	15	-	-
<b>NOS Total</b>	<b>55</b>	<b>145</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3023
<b>NOS Name</b>	Assist patient in maintaining the normal elimination
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3024: Assist transferring the patient

### Description

This unit provides knowledge & understanding about assisting the patient in moving the patient to and from a bed, wheelchair or a chair using proper body mechanics with focus on safety and planning. This NOS has been derived from the module Assist patient in transferring of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- General precautions before moving a patient
- Transfer of patient
- Mobility

### Elements and Performance Criteria

#### *General precautions before moving a patient*

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

- PC1.** demonstrate how to use the equipment for transferring the patients correctly to avoid falls or injuries
- PC2.** demonstrate how to transport the patient without causing trauma or injury
- PC3.** describe action in event of a fall incident
- PC4.** describe measures to be taken to prevent falls

#### *Transfer of patient*

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

- PC5.** describe precautions to be taken while transferring patient
- PC6.** demonstrate usage of wheel chair and stretcher
- PC7.** demonstrate shifting of patient from bed to stretcher, stretcher to operation theatre table

#### *Mobility*

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

- PC8.** describe usage of modes used for mobility and their maintenance
- PC9.** describe precautions to be undertaken while patient is walking or using assisted devices

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** follow relevant protocols, good practices, standards, policies and procedures while transferring the patient
- KU2.** kinetics of joints and movements
- KU3.** mechanism of movement
- KU4.** use of wheel chair and stretcher



- KU5.** types of positions
- KU6.** correct use of equipment to prevent discomfort or injury
- KU7.** how to use body mechanics while transferring the patient to prevent injury or fall
- KU8.** various means of transfer like stretcher, chair, scoop etc
- KU9.** use of correct equipment while transferring
- KU10.** how and when to use the brakes on the transferring equipment during the transfer process
- KU11.** how to move the patient/equipment on ramps, slopes, ladder, lift, rough surfaces, etc.

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>General precautions before moving a patient</i>	<b>20</b>	<b>45</b>	-	-
<b>PC1.</b> demonstrate how to use the equipment for transferring the patients correctly to avoid falls or injuries	-	10	-	-
<b>PC2.</b> demonstrate how to transport the patient without causing trauma or injury	-	35	-	-
<b>PC3.</b> describe action in event of a fall incident	10	-	-	-
<b>PC4.</b> describe measures to be taken to prevent falls	10	-	-	-
<i>Transfer of patient</i>	<b>15</b>	<b>80</b>	-	-
<b>PC5.</b> describe precautions to be taken while transferring patient	5	10	-	-
<b>PC6.</b> demonstrate usage of wheel chair and stretcher	5	35	-	-
<b>PC7.</b> demonstrate shifting of patient from bed to stretcher, stretcher to operation theatre table	5	35	-	-
<i>Mobility</i>	<b>10</b>	<b>30</b>	-	-
<b>PC8.</b> describe usage of modes used for mobility and their maintenance	5	20	-	-
<b>PC9.</b> describe precautions to be undertaken while patient is walking or using assisted devices	5	10	-	-
<b>NOS Total</b>	<b>45</b>	<b>155</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3024
<b>NOS Name</b>	Assist transferring the patient
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3025: Prevent and control infections

### Description

This unit provides knowledge & understanding, skills and ability to follow Infection control policies. This NOS has been derived from the module, Prevent and control Infection of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Infection Control practices
- Universal/ Standard Precautions
- Healthcare Associated Infections

### Elements and Performance Criteria

#### *Infection Control Practices*

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

- PC1.** describe all procedures required for infection control
- PC2.** demonstrate and describe the process of medical asepsis
- PC3.** describe the rules to dispose of biomedical waste and sharps
- PC4.** describe different types of spillages and demonstrate their management

#### *Universal/ Standard Precautions*

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

- PC5.** demonstrate the standard precautions

#### *Healthcare Associated Infections*

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

- PC6.** describe hospital borne infections and practices to curb them

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** infection control principles and practices like sterilization, disinfection, hand hygiene and PPE
- KU2.** prevention & control of common healthcare associated infection
- KU3.** components of an effective infection control program
- KU4.** medical asepsis
- KU5.** guidelines for hospital infection control
- KU6.** concept of universal/ standard precautions
- KU7.** hand hygiene
- KU8.** use of personal protective equipment (e.g., gloves, gowns, masks)
- KU9.** safe injection practices
- KU10.** safe handling of potentially contaminated equipment or surfaces in the patient environment

- KU11.** respiratory hygiene/cough etiquette
- KU12.** nosocomial infection
- KU13.** needle stick injuries and their prevention
- KU14.** catheter-related infections
- KU15.** urinary tract infections
- KU16.** surgical site infections

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Infection Control Practices</i>	<b>45</b>	<b>25</b>	-	-
<b>PC1.</b> describe all procedures required for infection control	30	-	-	-
<b>PC2.</b> demonstrate and describe the process of medical asepsis	5	5	-	-
<b>PC3.</b> describe the rules to dispose of biomedical waste and sharps	5	15	-	-
<b>PC4.</b> describe different types of spillages and demonstrate their management	5	5	-	-
<i>Universal/ Standard Precautions</i>	-	<b>20</b>	-	-
<b>PC5.</b> demonstrate the standard precautions	-	20	-	-
<i>Healthcare Associated Infections</i>	<b>5</b>	<b>5</b>	-	-
<b>PC6.</b> describe hospital borne infections and practices to curb them	5	5	-	-
<b>NOS Total</b>	<b>50</b>	<b>50</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3025
<b>NOS Name</b>	Prevent and control infections
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3026: Assist in performing procedures as instructed in the care plan

### Description

This unit provides knowledge & understanding and skills required to assist and perform procedures as per the care plan. This NOS has been derived from the module, Assist in performing procedures as instructed in the care plan of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Role during special procedures while assisting nurse/physician
- Operation of equipment to perform various procedures
- Method to keep a record of patient's intake & output
- Maintenance of a safe, healthy and secure environment

### Elements and Performance Criteria

#### *Role during special procedures while assisting nurse/physician*

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

- PC1.** demonstrate how to perform key procedures like inducing enema, prepare patient for being moved to the operation theatre
- PC2.** demonstrate special procedures such as suctioning, catheterization or feeding through Ryle tube

#### *Operation of equipment to perform various procedures*

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

- PC3.** operate the equipment used to perform the procedure

#### *Method to keep a record of patient's intake & output*

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

- PC4.** demonstrate record keeping for the intake & output of patient

#### *Maintenance of a safe, healthy, and secure environment*

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

- PC5.** List 5 components of the safe environment

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** application of heat and cold
- KU2.** process of administering oxygen
- KU3.** process of suctioning
- KU4.** catheterization
- KU5.** intravenous observations



- KU6.** process of enema
- KU7.** process of specimen collection
- KU8.** medicine dispensing
- KU9.** the process of feeding through Ryle tube
- KU10.** operation of equipment to perform various procedures
- KU11.** care provided to ill patients, terminally ill, physically challenged and handicapped personnel
- KU12.** recording procedure of intake & output of patient
- KU13.** maintenance of a safe, healthy and secure environment

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Role during special procedures while assisting nurse/physician</i>	<b>10</b>	<b>65</b>	-	-
<b>PC1.</b> demonstrate how to perform key procedures like inducing enema, prepare patient for being moved to the operation theatre	5	45	-	-
<b>PC2.</b> demonstrate special procedures such as suctioning, catheterization or feeding through Ryle tube	5	20	-	-
<i>Operation of equipment to perform various procedures</i>	<b>5</b>	<b>20</b>	-	-
<b>PC3.</b> operate the equipment used to perform the procedure	5	20	-	-
<i>Method to keep a record of patient's intake &amp; output</i>	<b>5</b>	<b>15</b>	-	-
<b>PC4.</b> demonstrate record keeping for the intake & output of patient	5	15	-	-
<i>Maintenance of a safe, healthy, and secure environment</i>	<b>5</b>	-	-	-
<b>PC5.</b> List 5 components of the safe environment	5	-	-	-
<b>NOS Total</b>	<b>25</b>	<b>100</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3026
<b>NOS Name</b>	Assist in performing procedures as instructed in the care plan
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3027: Assist doctor/nurse in observing and reporting change in patient condition

### Description

This unit provides knowledge & understanding and skills required by Geriatric Care Aide to observe and report changes in patient's condition. This NOS has been derived from the module, Assist doctor/nurse in observing and reporting change in patient condition of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Patient condition: recognizing the norm
- Observations and reporting

### Elements and Performance Criteria

#### *Patient condition: recognizing the norm*

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

- PC1.** distinguish color changes like bluish or yellowish discoloration of the skin
- PC2.** distinguish changes in odor or consistency of urine and stools

#### *Observations and reporting*

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

- PC3.** communicate the observations in an appropriate language
- PC4.** differentiate between immediate and routine reporting requirements

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** identification of rashes, abrasions, dryness, changes in colour, pressure areas, pressure sores, temperature, bruise and swelling of skin
- KU2.** skin color and their implications
- KU3.** pressure sores and their implications
- KU4.** degree of pressure sores
- KU5.** immediate and routine reporting
- KU6.** importance of observing and reporting to authority for said or unsaid findings, if any
- KU7.** changes in color or odor of the urine and stool and process of reporting usual findings immediately

### Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Patient condition: recognizing the norm</i>	<b>20</b>	<b>20</b>	-	-
<b>PC1.</b> distinguish color changes like bluish or yellowish discoloration of the skin	10	10	-	-
<b>PC2.</b> distinguish changes in odor or consistency of urine and stools	10	10	-	-
<i>Observations and reporting</i>	<b>30</b>	<b>10</b>	-	-
<b>PC3.</b> communicate the observations in an appropriate language	10	10	-	-
<b>PC4.</b> differentiate between immediate and routine reporting requirements	20	-	-	-
<b>NOS Total</b>	<b>50</b>	<b>30</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3027
<b>NOS Name</b>	Assist doctor/nurse in observing and reporting change in patient condition
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3028: Measuring patient parameters accurately

### Description

This unit provides knowledge & understanding and skills required to measure weight, height, and vital signs of the patient accurately. This NOS has been derived from the module, Measuring patient parameters accurately of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Vital signs
- Equipment (Using or assisting in its use)

### Elements and Performance Criteria

#### *Vital signs*

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

- PC1.** discuss the importance of measuring vital signs accurately
- PC2.** demonstrate the measurement of a person's blood pressure

#### *Equipment (Using or assisting in its use)*

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

- PC3.** assist nurse in calibrating the scales and following manufacturer's guidelines
- PC4.** demonstrate the use different types of scales including manual, digital, standard, chair and bed scales

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** importance of accurate measurement of vital signs, height and weight
- KU2.** correct use of equipment to measure vitals
- KU3.** factors that affect the four vital signs: temperature, pulse, respirations and blood pressure
- KU4.** calibration of scales
- KU5.** manufacturer's guidelines to use them
- KU6.** use of different types of scales including manual, digital, standard, chair and bed scales
- KU7.** use of an electronic thermometer to measure a person's oral, rectal, axillary or tympanic temperature

### Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate



- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Vital signs</i>	10	30	-	-
<b>PC1.</b> discuss the importance of measuring vital signs accurately	10	10	-	-
<b>PC2.</b> demonstrate the measurement of a person's blood pressure	-	20	-	-
<i>Equipment (Using or assisting in its use)</i>	20	20	-	-
<b>PC3.</b> assist nurse in calibrating the scales and following manufacturer's guidelines	10	10	-	-
<b>PC4.</b> demonstrate the use different types of scales including manual, digital, standard, chair and bed scales	10	10	-	-
<b>NOS Total</b>	<b>30</b>	<b>50</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3028
<b>NOS Name</b>	Measuring patient parameters accurately
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3029: Care and management of geriatric patient with pressure sores

### Description

This unit provides knowledge & understanding and skills required to provide care to the patient with pressure sores. This NOS has been derived from the module, Care and management of Geriatric patient with pressure sores of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Introduction and classification of pressure sores
- Prevention and care of pressure sores
- Management of pressure sores

### Elements and Performance Criteria

#### *Introduction and classification of pressure sores*

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

- PC1.** describe & demonstrate pressure points in the body
- PC2.** identify the different layers of skin
- PC3.** demonstrate how to check for early signs of pressure sore

#### *Prevention and care of pressure sores*

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

- PC4.** demonstrate the positioning of patient with pressure wounds who is confined to bed
- PC5.** describe & demonstrate strategies for the prevention of pressure sore
- PC6.** describe principles of care for pressure sores/wound
- PC7.** demonstrate physiotherapy exercises to prevent pressure sore
- PC8.** observe and report unusual findings to the concerned authority

#### *Management of pressure sores*

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

- PC9.** demonstrate ideal dressing method for pressure sore
- PC10.** describe and demonstrate the method of dressing and topical agents used in management of pressure sores

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** anatomy of skin
- KU2.** pressure sores and its causes
- KU3.** factors to skin breakdown
- KU4.** pressure points in the body

- KU5.** risk for Pressure Ulcers
- KU6.** classification of pressure sores
- KU7.** braden scale for predicting Pressure sore risks
- KU8.** wound healing scale
- KU9.** dressing methods
- KU10.** pressure ulcers treatment
- KU11.** topical agent used in treatment of pressure ulcers
- KU12.** types of positions
- KU13.** physiotherapy exercises to prevent pressure sores

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction and classification of pressure sores</i>	<b>25</b>	<b>35</b>	-	-
<b>PC1.</b> describe & demonstrate pressure points in the body	10	10	-	-
<b>PC2.</b> identify the different layers of skin	5	5	-	-
<b>PC3.</b> demonstrate how to check for early signs of pressure sore	10	20	-	-
<i>Prevention and care of pressure sores</i>	<b>50</b>	<b>90</b>	-	-
<b>PC4.</b> demonstrate the positioning of patient with pressure wounds who is confined to bed	10	20	-	-
<b>PC5.</b> describe & demonstrate strategies for the prevention of pressure sore	10	20	-	-
<b>PC6.</b> describe principles of care for pressure sores/wound	10	20	-	-
<b>PC7.</b> demonstrate physiotherapy exercises to prevent pressure sore	10	20	-	-
<b>PC8.</b> observe and report unusual findings to the concerned authority	10	10	-	-
<i>Management of pressure sores</i>	<b>20</b>	<b>40</b>	-	-
<b>PC9.</b> demonstrate ideal dressing method for pressure sore	5	15	-	-
<b>PC10.</b> describe and demonstrate the method of dressing and topical agents used in management of pressure sores	15	25	-	-
<b>NOS Total</b>	<b>95</b>	<b>165</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3029
<b>NOS Name</b>	Care and management of geriatric patient with pressure sores
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3030: Respond to patient's call

### Description

This unit provides knowledge & understanding required to respond to patient's call promptly to check if patient needs something and provide a solution. This NOS has been derived from the module, Respond to patient's call of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Responding to the situation/patient
- Assessing the situation

### Elements and Performance Criteria

#### *Responding to the situation/patient*

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

- PC1.** demonstrate a prompt response to the call bell
- PC2.** demonstrate courteousness and sensitivity in patient interactions
- PC3.** demonstrate effective communication of the medical needs to the nurse/physician

#### *Assessing the situation*

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

- PC4.** describe actions to ensure that the patient is at ease or comfortable
- PC5.** describe how to scan/assess the patients surrounding and what to look for

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** how to promptly respond to call bell
- KU2.** patient needs
- KU3.** how to make patient comfortable
- KU4.** codes of emergencies
- KU5.** common reasons for call bells like elimination, need of drinking water etc
- KU6.** how to operate patient's bed for different bed positions like propping up
- KU7.** how to place the call button within reach

### Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate



- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Responding to the situation/patient</i>	<b>10</b>	<b>30</b>	-	-
<b>PC1.</b> demonstrate a prompt response to the call bell	-	10	-	-
<b>PC2.</b> demonstrate courteousness and sensitivity in patient interactions	-	10	-	-
<b>PC3.</b> demonstrate effective communication of the medical needs to the nurse/physician	10	10	-	-
<i>Assessing the situation</i>	-	<b>20</b>	-	-
<b>PC4.</b> describe actions to ensure that the patient is at ease or comfortable	-	10	-	-
<b>PC5.</b> describe how to scan/assess the patients surrounding and what to look for	-	10	-	-
<b>NOS Total</b>	<b>10</b>	<b>50</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3030
<b>NOS Name</b>	Respond to patient's call
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3031: Clean medical equipment & Biomedical Waste Management

### Description

This unit provides knowledge, understanding and skills required to clean the medical equipment. This NOS has been derived from the module, Clean Medical Equipment & Bio medical Waste management of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Use of equipment
- Cleaning of equipment

### Elements and Performance Criteria

#### *Use of equipment*

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

- PC1.** demonstrate how to handle equipment safely
- PC2.** describe when equipment is unsuitable for use and procedure for report to appropriate people/nurse

#### *Cleaning of equipment*

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

- PC3.** demonstrate the use of appropriate protective clothing and equipment when cleaning equipment
- PC4.** demonstrate the cleaning and maintenance procedures for various equipment
- PC5.** demonstrate appropriate waste disposal techniques

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** definition of biomedical waste
- KU2.** handling of equipment safely or judging when to seek the help of nurse
- KU3.** use of appropriate protective clothing and equipment when cleaning equipment
- KU4.** cleaning and maintaining of equipment according to manufacturer's instructions, any legal requirements and work setting procedures
- KU5.** waste disposal method
- KU6.** use of PPE
- KU7.** cleaning and disinfection method

### Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Use of equipment</i>	<b>10</b>	<b>10</b>	-	-
<b>PC1.</b> demonstrate how to handle equipment safely	5	5	-	-
<b>PC2.</b> describe when equipment is unsuitable for use and procedure for report to appropriate people/nurse	5	5	-	-
<i>Cleaning of equipment</i>	<b>15</b>	<b>15</b>	-	-
<b>PC3.</b> demonstrate the use of appropriate protective clothing and equipment when cleaning equipment	5	5	-	-
<b>PC4.</b> demonstrate the cleaning and maintenance procedures for various equipment	5	5	-	-
<b>PC5.</b> demonstrate appropriate waste disposal techniques	5	5	-	-
<b>NOS Total</b>	<b>25</b>	<b>25</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3031
<b>NOS Name</b>	Clean medical equipment & Biomedical Waste Management
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3032: Follow Biomedical Waste Disposal protocol

### Description

This unit provides knowledge & understanding and skills required to manage biomedical waste. This NOS has been derived from the module, Follow Biomedical Waste Disposal Protocol of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Introduction of Bio-medical waste (BMW)
- Need for safety treatment and disposal of BMW
- Different treatment option for different categories of BMW

### Elements and Performance Criteria

#### *Introduction of Bio-medical waste (BMW)*

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

**PC1.** demonstrate and describe appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type

#### *Need for safety treatment and disposal of BMW*

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

**PC2.** demonstrate and describe how to maintain appropriate health and safety measures

**PC3.** demonstrate how will you report and deal with spillages and contamination in accordance with current legislation and procedures

#### *Different treatment options for different categories of BMW*

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

**PC4.** identify and demonstrate methods of segregating the waste material in colored bins

**PC5.** explain how is the accuracy of the labelling that identifies the type and content of waste is checked

#### *Treatment and disposal methods of biomedical waste*

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

**PC6.** explain how will you check the waste has undergone the required processes to make it safe for transport and disposal

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** classification of Bio-medical waste
- KU2.** sources of Biomedical waste
- KU3.** process of identifying the risk caused by Bio-medical waste
- KU4.** importance of color coding of bins
- KU5.** types of containers



**KU6.** waste categories

**KU7.** treatment options and disposal methods like Incineration, Shredding, Autoclaving and land fill

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction of Bio-medical waste (BMW)</i>	5	5	-	-
<b>PC1.</b> demonstrate and describe appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type	5	5	-	-
<i>Need for safety treatment and disposal of BMW</i>	-	20	-	-
<b>PC2.</b> demonstrate and describe how to maintain appropriate health and safety measures	-	10	-	-
<b>PC3.</b> demonstrate how will you report and deal with spillages and contamination in accordance with current legislation and procedures	-	10	-	-
<i>Different treatment options for different categories of BMW</i>	5	30	-	-
<b>PC4.</b> identify and demonstrate methods of segregating the waste material in colored bins	-	30	-	-
<b>PC5.</b> explain how is the accuracy of the labelling that identifies the type and content of waste is checked	5	-	-	-
<i>Treatment and disposal methods of biomedical waste</i>	5	-	-	-
<b>PC6.</b> explain how will you check the waste has undergone the required processes to make it safe for transport and disposal	5	-	-	-
<b>NOS Total</b>	<b>15</b>	<b>55</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3032
<b>NOS Name</b>	Follow Biomedical Waste Disposal protocol
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3033: Enable geriatric/paralytic/immobile patients to cope with changes to their health and wellbeing

### Description

This unit provides knowledge, understanding and skills required to help geriatrics to cope with the changes in their health and wellbeing. This NOS has been derived from the module, Enable geriatric/paralytic/immobile patients to cope with changes to their health and wellbeing of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Working with the elderly
- Working with people with developmental disabilities
- Working with people with physical disabilities

### Elements and Performance Criteria

#### *Working with the elderly*

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

- PC1.** demonstrate how to communicate with patient and their care-givers
- PC2.** demonstrate how to resolute patients' concerns

#### *Working with people with developmental disabilities*

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

- PC3.** describe the procedure to obtain informed consent from patients
- PC4.** enumerate the precautions to be taken while recording the details of the patient

#### *Working with people with physical disabilities*

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

- PC5.** demonstrate how to assist the patients with various disabilities

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** aging- the process and the individual
- KU2.** attitude towards aging- personal/societal
- KU3.** effects of aging
- KU4.** common health problems
- KU5.** care of the patient and symptoms to report
- KU6.** mental and personality changes
- KU7.** temporary and permanent changes in mental functioning and causes
- KU8.** caring for clients with memory loss or confusion
- KU9.** concept and types of developmental disabilities

- KU10.** levels of functioning
- KU11.** effect on growth and development
- KU12.** causes of developmental disabilities
- KU13.** developmental disabilities at home
- KU14.** children with developmental disabilities
- KU15.** adults with developmental disabilities
- KU16.** expectations and attitudes of disabled patient
- KU17.** physical disability
- KU18.** how home care worker can help the physically disabled

## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Working with the elderly</i>	<b>5</b>	<b>35</b>	-	-
<b>PC1.</b> demonstrate how to communicate with patient and their care-givers	5	5	-	-
<b>PC2.</b> demonstrate how to resolute patients' concerns	-	30	-	-
<i>Working with people with developmental disabilities</i>	<b>5</b>	<b>25</b>	-	-
<b>PC3.</b> describe the procedure to obtain informed consent from patients	-	10	-	-
<b>PC4.</b> enumerate the precautions to be taken while recording the details of the patient	5	15	-	-
<i>Working with people with physical disabilities</i>	<b>10</b>	-	-	-
<b>PC5.</b> demonstrate how to assist the patients with various disabilities	10	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>60</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3033
<b>NOS Name</b>	Enable geriatric/paralytic/immobile patients to cope with changes to their health and wellbeing
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3034: Implement interventions with geriatric/paralytic/immobile patient at risk of fall

### Description

This unit provides knowledge & understanding and skills required to implement interventions in the aged care plans to reduce the risk of fall. This NOS has been derived from the module, Implement interventions with geriatric/paralytic/immobile patient at risk of falls of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Injuries and injury prevention
- Preparedness for injuries & emergencies

### Elements and Performance Criteria

#### *Injuries and injury prevention*

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

**PC1.** demonstrate how to effectively communicate with patients and their care-givers

**PC2.** enumerate the factors which contribute to injury in elderly patients

#### *Preparedness for injuries & emergencies*

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

**PC3.** enumerate the process of handling serious medical emergencies

**PC4.** explain the importance of protecting the privacy and dignity of the patient

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** home injuries and causes

**KU2.** factors that may contribute to injuries among older adults and young children

**KU3.** role of the home care worker in injury prevention

**KU4.** personal safety in the community

**KU5.** organization policy regarding incidents

**KU6.** first aid for choking

**KU7.** first aid for burns

**KU8.** first aid for poisoning

**KU9.** first aid for sprain and broken bones

**KU10.** first aid for bruises

**KU11.** first aid for cuts and scrapes

**KU12.** first aid for dizziness/fainting

**KU13.** medical emergencies



## Generic Skills (GS)

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

- GS1.** maintain code of conduct, professional accountability, and responsibility
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Injuries and injury prevention</i>	<b>15</b>	<b>15</b>	-	-
<b>PC1.</b> demonstrate how to effectively communicate with patients and their care-givers	10	10	-	-
<b>PC2.</b> enumerate the factors which contribute to injury in elderly patients	5	5	-	-
<i>Preparedness for injuries &amp; emergencies</i>	<b>15</b>	<b>10</b>	-	-
<b>PC3.</b> enumerate the process of handling serious medical emergencies	10	5	-	-
<b>PC4.</b> explain the importance of protecting the privacy and dignity of the patient	5	5	-	-
<b>NOS Total</b>	<b>30</b>	<b>25</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3034
<b>NOS Name</b>	Implement interventions with geriatric/paralytic/immobile patient at risk of fall
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## HSS/N3035: Carry out last office (Death Care)

### Description

This unit provides knowledge & understanding and skills required to provide death care to the deceased person. This NOS has been derived from the module, Carry out last office (Death Care) of the Short Term Training Curriculum: Geriatric Care Aide prepared by MOHFW.

### Scope

The scope covers the following :

- Preparing body
- Packing body

### Elements and Performance Criteria

#### *Preparing body*

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

- PC1.** demonstrate removal of jewellery and any personal items. Demonstrate appropriate recording procedures of any personal items left on the body or otherwise
- PC2.** demonstrate attention to hygiene needs, paying particular attention to hair, nail care and oral hygiene
- PC3.** demonstrate closing of eyes, using a small piece of clinical tape if required
- PC4.** demonstrate the use of identification labels/wrist bands according to local guidelines and organizational policies
- PC5.** demonstrate to dress the patient in a gown/shroud or own clothes, as required
- PC6.** demonstrate the use of an incontinence pad underneath to contain any soiling
- PC7.** demonstrate removal of jewellery and any personal items. Demonstrate appropriate recording procedures of any personal items left on the body or otherwise

#### *Packing body*

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

- PC8.** follow instructions to place the body in a bag, post completing any necessary documentation by nurse/physician
- PC9.** follow procedure in the absence of a body bag (enclose the body in a sheet, securing it with adhesive tape)
- PC10.** demonstrate packaging of dead bodies in case of non-communicable and communicable diseases

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the correct use of equipment and techniques to avoid inconvenience during death care
- KU2.** hygiene needs of the body
- KU3.** use of PPE

- KU4.** hand hygiene
- KU5.** standard procedure of packing the body
- KU6.** the correct method of labelling the body
- KU7.** importance of necessary documentation
- KU8.** communicable and non-communicable diseases

## Generic Skills (GS)

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

- GS1.** communicable and non-communicable diseases
- GS2.** maintain confidentiality and seek consent when appropriate
- GS3.** gather information from observation, experience, and reasoning
- GS4.** maintain appropriate body language
- GS5.** undertake formal & informal writing for inter- and intra-department communication including documentation and report writing
- GS6.** read and interpret internal communications correctly
- GS7.** maintain effective communication with patients, family, peers and colleagues using medical terminology
- GS8.** handle queries and objections
- GS9.** plan and organize work appropriately to meet requirements
- GS10.** build customer relationships and use customer-centric approach
- GS11.** address work-related issues and problems
- GS12.** analyze information and use logic to address work-related issues and problems
- GS13.** be adaptive to rapidly changing situations, e.g.: respond appropriately to critical situations, retain composure in stressful situations, apply existing skills to new situations

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Preparing body</i>	<b>55</b>	<b>105</b>	-	-
<b>PC1.</b> demonstrate removal of jewellery and any personal items. Demonstrate appropriate recording procedures of any personal items left on the body or otherwise	20	-	-	-
<b>PC2.</b> demonstrate attention to hygiene needs, paying particular attention to hair, nail care and oral hygiene	5	15	-	-
<b>PC3.</b> demonstrate closing of eyes, using a small piece of clinical tape if required	-	10	-	-
<b>PC4.</b> demonstrate the use of identification labels/wrist bands according to local guidelines and organizational policies	10	20	-	-
<b>PC5.</b> demonstrate to dress the patient in a gown/shroud or own clothes, as required	-	30	-	-
<b>PC6.</b> demonstrate the use of an incontinence pad underneath to contain any soiling	-	30	-	-
<b>PC7.</b> demonstrate removal of jewellery and any personal items. Demonstrate appropriate recording procedures of any personal items left on the body or otherwise	20	-	-	-
<i>Packing body</i>	<b>25</b>	<b>55</b>	-	-
<b>PC8.</b> follow instructions to place the body in a bag, post completing any necessary documentation by nurse/physician	10	20	-	-
<b>PC9.</b> follow procedure in the absence of a body bag (enclose the body in a sheet, securing it with adhesive tape)	10	20	-	-
<b>PC10.</b> demonstrate packaging of dead bodies in case of non-communicable and communicable diseases	5	15	-	-
<b>NOS Total</b>	<b>80</b>	<b>160</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3035
<b>NOS Name</b>	Carry out last office (Death Care)
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

1. The QP and hence the assessment criteria have been derived from the curriculum of Ministry of Health and Family Welfare (MoHFW)
2. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS.
3. The assessment for the theory part will be based on the knowledge bank of questions created by the SSC.
4. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
5. Individual assessment agencies will create unique question papers for the theory part for each candidate at each examination/training center (as per assessment criteria below).
6. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
7. To pass the Qualification Pack assessment, every trainee should score a minimum of 70% of % aggregate marks to successfully clear the assessment.
8. 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/N3018.Foundation Course	50	150	-	-	200	10
HSS/N3019.Assist in bathing the patient	52	148	-	-	200	10



National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
HSS/N3020.Assist in grooming the patient	25	105	-	-	130	3
HSS/N3021.Assist patient in dressing up	25	45	-	-	70	3
HSS/N3022.Support individual to eat and drink	37	163	-	-	200	10
HSS/N3023.Assist patient in maintaining the normal elimination	55	145	-	-	200	10
HSS/N3024.Assist transferring the patient	45	155	-	-	200	10
HSS/N3025.Prevent and control infections	50	50	0	0	100	3
HSS/N3026.Assist in performing procedures as instructed in the care plan	25	100	-	-	125	3
HSS/N3027.Assist doctor/nurse in observing and reporting change in patient condition	50	30	-	-	80	2
HSS/N3028.Measuring patient parameters accurately	30	50	-	-	80	2
HSS/N3029.Care and management of geriatric patient with pressure sores	95	165	-	-	260	10
HSS/N3030.Respond to patient's call	10	50	-	-	60	3
HSS/N3031.Clean medical equipment & Biomedical Waste Management	25	25	-	-	50	3
HSS/N3032.Follow Biomedical Waste Disposal protocol	15	55	-	-	70	3
HSS/N3033.Enable geriatric/paralytic/immobile patients to cope with changes to their health and wellbeing	20	60	-	-	80	3

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
HSS/N3034.Implement interventions with geriatric/paralytic/immobile patient at risk of fall	30	25	-	-	55	2
HSS/N3035.Carry out last office (Death Care)	80	160	-	-	240	10
<b>Total</b>	<b>719</b>	<b>1681</b>	<b>-</b>	<b>-</b>	<b>2400</b>	<b>100</b>

## Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training
<b>NOS</b>	National Occupational Standards
<b>QP</b>	Qualifications Pack
<b>NSQF</b>	National Skills Qualifications Framework

## 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>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	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.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<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.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	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.
<b>Scope</b>	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.
<b>Knowledge and Understanding (KU)</b>	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.

<b>Organisational Context</b>	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.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	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.
<b>Electives</b>	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.
<b>Options</b>	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.
<b>Sector</b>	Sector is 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>Job role</b>	job role defines a unique set of functions that together form a unique employment opportunity in an organization
<b>Occupational Standards (OS)</b>	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.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standard</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 qualification pack code.

<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an N
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	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.
<b>Knowledge and Understanding (K)</b>	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
<b>Organisational Context</b>	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.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (G)</b>	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.
<b>Electives</b>	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.
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