

Ministry of Health and Family Welfare

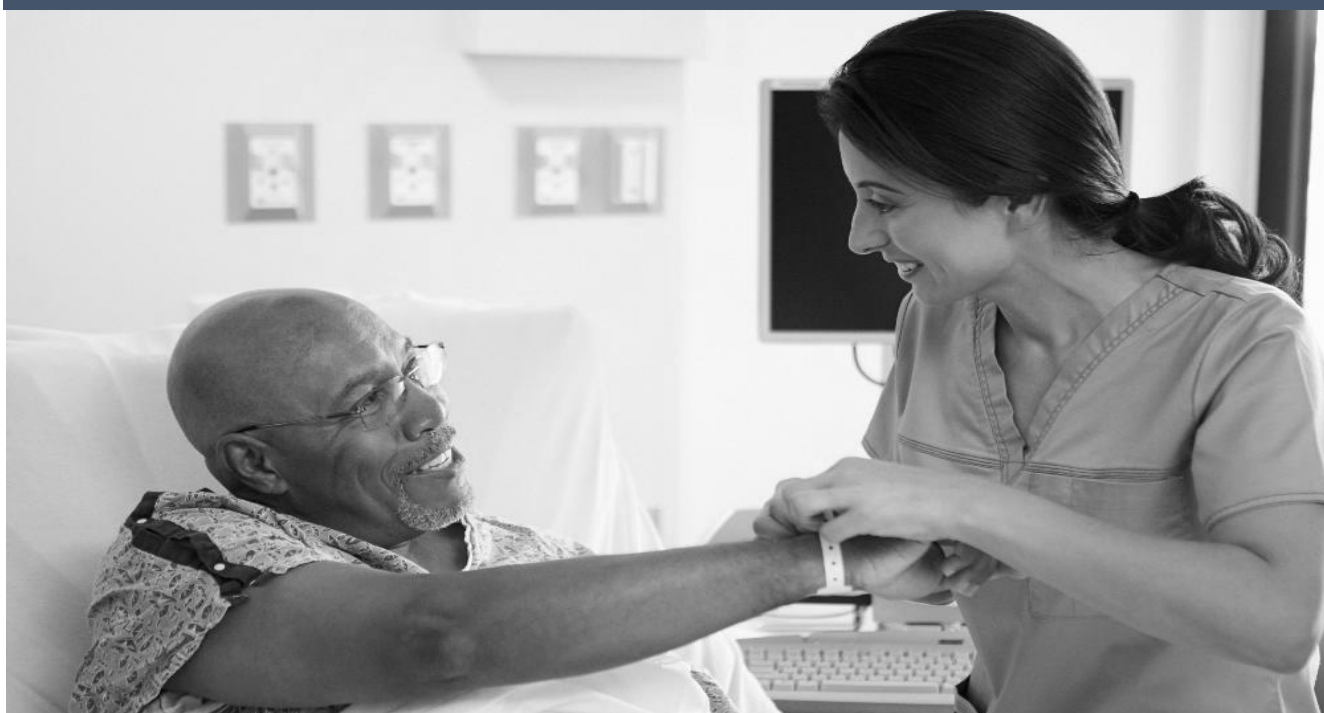
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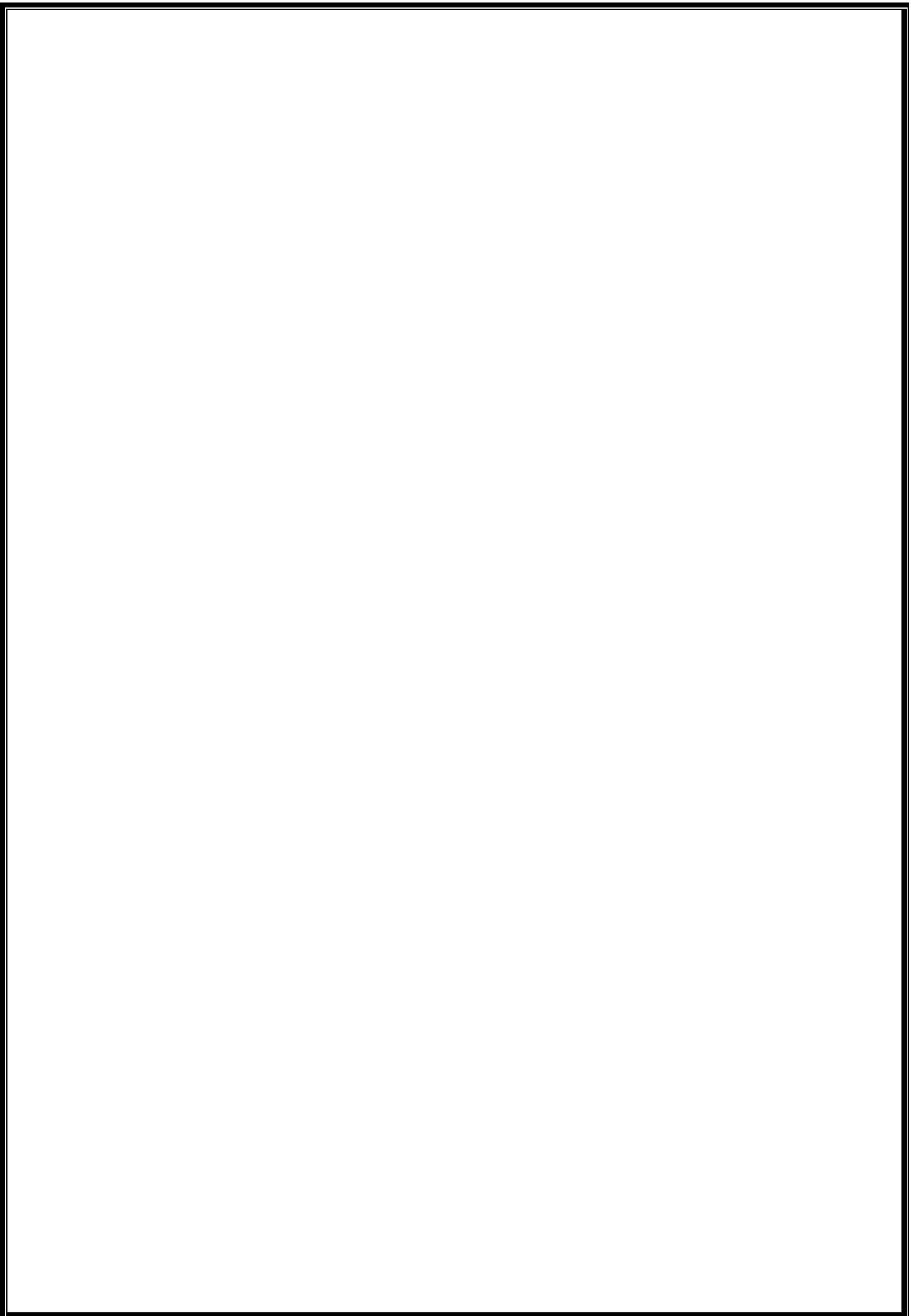
सत्यमेव जयते

Short Term Training Curriculum Handbook

GENERAL DUTY ASSISTANT



**Standards in accordance with
The National Skills Qualifications Framework (NSQF)
Ministry of Skill Development and Entrepreneurship**



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2017

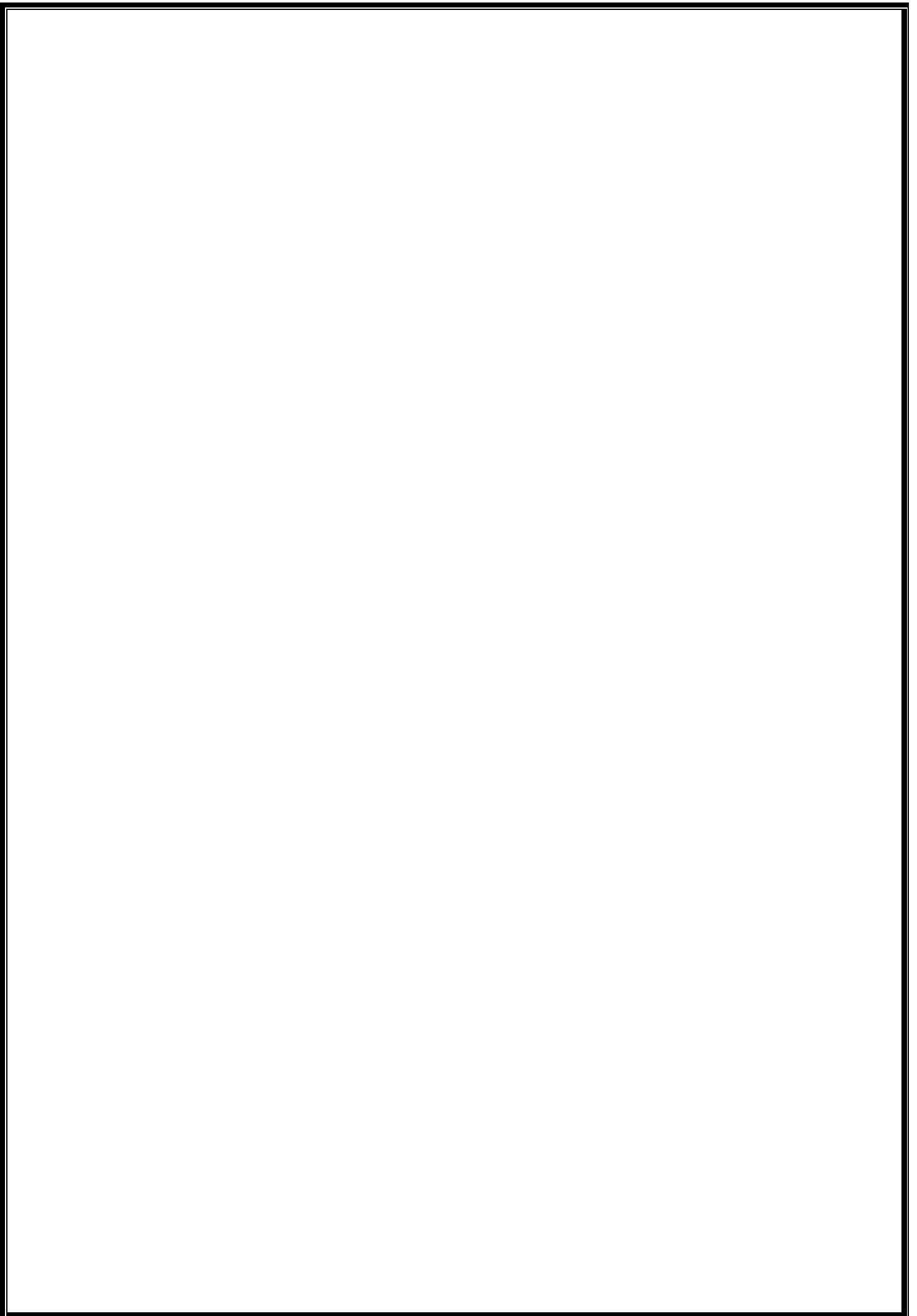


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Short Term Training Curriculum
Handbook

**GENERAL DUTY
ASSISTANT**

Standards in accordance with
The National Skills Qualifications Framework (NSQF)
Ministry of Skill Development and Entrepreneurship



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INTRODUCTION TO THE SKILLS BASED TRAINING CURRICULA

The Skill based training courses are the training content developed for enhancing the specific skills of existing professionals or provide for a platform for imparting skills to candidates with no formal qualification.

To undertake the skill based training programme, it is mandatory that the candidate must fulfil the entry criteria provided for the job profile. The training and assessment will certify that the candidate is able to undertake specific set of activities. This must not be equated with the formal qualifications- diploma/ degrees which are given by a University.

It is recommended that the employer must help the candidate in continuing the studies to degree level and formal qualification, if the candidate is willing for gaining knowledge and want to move up the traditional career pathway.

Background of the professional

General Duty Assistants (GDAs) GDAs usually work in a hospital environment but may work at homes of sick patients and may be called by similar names such as Orderlies, Nursing Assistants, Nursing Aides or Bedside Assistants. Internationally, they are usually called Nursing Assistants or Patient Care Assistants.

They work in collaboration with (and usually under the supervision of) doctors, nurses, and other healthcare providers to deliver the prescribed healthcare services to their patients.

As they deal with patients, essential qualities include an orientation to service, empathy, basic communication skills and the ability to follow orders and behave ethically.

Scope of practice

At the end of the course the candidate will have a certification of the skills attained and would be eligible to perform following activities

- Discuss & verbalize the role of a basic healthcare provider
- Demonstrate techniques to maintain the personal hygiene needs of a patient
- Practice infection control measures
- Demonstrate the ability to perform clinical skills essential in providing basic healthcare services
- Promote safety, understand usage of protective devices and demonstrate precautions to be taken while usage of Oxygen
- Demonstrate professional behavior, personal qualities and characteristics of a General Duty Assistant
- Demonstrate right methods of bio medical waste management
- Demonstrate Basic Life Support, Cardio Pulmonary Resuscitation and other actions in the event of medical and facility emergencies
- Demonstrate good communication, communicate accurately and appropriately in the role of General Duty Assistant and demonstrate professional appearance and demeanor

Minimum Entry requirement

Educational requirement - The candidate must have completed 10+2 with Science.

Minimum Course duration

It is recommended that any programme developed from this curriculum should have a minimum duration of 710 hours (168 for theory, 372 for practical and 170 hours for internship in a hospital) to qualify as a General Duty Assistant.

Teaching faculty and infrastructure

The teaching faculty for this profession should have the following attributes:

- Aptitude for conducting training, and pre/ post work to ensure competent, employable candidates at the end of the training.
- Strong communication skills, interpersonal skills, ability to work as part of a team
- a passion for quality and for developing others;
- well-organized and focused
- Eager to learn and keep oneself updated with the latest in the mentioned field.

He/she should be an NSQF Level 4 certified General Duty Assistant with 6 years of experience, B.Sc. (Nursing) with one year of experience or a GNM with 3 years of experience.

Medium of instruction:

English/ regional language shall be the medium of instruction for all the subjects of study and for examination of the course.

Attendance:

A candidate has to secure minimum 80% attendance in overall with at least-

1. 75% attendance in theoretical
2. 80% in Skills training (practical) for qualifying to appear for the final examination.

No relaxation, whatsoever, will be permissible to this rule under any ground including indisposition etc.

MODULE – 1: FOUNDATION MODULE: INTRODUCTION TO THE GENERAL DUTY ASSISTANT PROGRAM

Learning Outcomes: At the completion of this module, the student should:

1. Understand the healthcare scenario in India
2. Understand the duties and responsibilities of a GDA
3. Learn the scope of work for a GDA
4. Adhere to legislation, protocols and guidelines relevant to one's role and field of practice
5. Work within organizational systems and requirements as appropriate to one's role
6. Recognize the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority
7. Maintain competence within one's role and field of practice
8. Understand the art of effective communication with various stakeholders like patients, nurses, etc.
9. Be able to give facts and avoid opinions unless asked for
10. Learn how to identify rapidly changing situations and adapt accordingly
11. Be able to handle effective communication with patients & family
12. Have a basic working knowledge of computers
13. Understand the important of first aid and triage
14. Understand his/her role in disaster preparedness and management

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Introduction to healthcare and hospitals	3	2	5
2.	Introduction to the General Duty Assistant program	2	3	5
3.	Professionalism and Values	2	1	3
4.	Communication	3	7	10
5.	Interpersonal skills and working with others	2	3	5
6.	Computers and information technology	2	8	10
7.	Basics of emergency care and life support skills	2	13	15
8.	Disaster preparedness and management	2	3	5
TOTAL		18	40	58

Detail of Topics

1. **Introduction to healthcare and hospitals**
 - a. Healthcare delivery system in India at primary, secondary and tertiary care
 - b. Community participation in healthcare delivery system
 - c. Issues in Health Care Delivery System in India
 - d. Health scenario of India- past, present and future
 - e. Basic medical terminology
2. **Introduction to the General Duty Assistant program**
 - a. Duties and responsibilities of a GDA

3. Professionalism and Values

- a. Code of conduct, professional accountability and responsibility, misconduct
- b. Ethics in healthcare – Privacy, confidentiality, consent, medico legal aspects
- c. Understanding scope of work and avoiding scope creep
- d. Handling objections
- e. Gather information from observation, experience and reasoning
- f. Identification of rapidly changing situations and adapt accordingly
- g. Planning and organization of work

4. Communication

- a. Writing skills
 - i. Basic reading and writing skills, sentence formation, grammar and composition, how to enhance vocabulary
 - ii. Business communication like letters, e-mails
- b. Special characteristics of health communication
- c. Barriers of communication & how to overcome them
- d. Listening and Speaking skills
 - i. Structure brief and logical messages
 - ii. Speak clearly and slowly in a gentle tone
 - iii. Use the correct combination of verbal and non-verbal communication
 - iv. Use language familiar to the listener
 - v. Give facts and avoid opinions unless asked for

5. Interpersonal skills and working with others

- a. Goal setting, team building, team work, time management,
- b. Thinking and reasoning, problem solving
- c. Need for customer service and service excellence in medical care
- d. Communication with various stakeholders
 - i. Handling effective communication with patients & family
 - ii. Handling effective communication with peers/colleagues using medical terminology in communication
 - iii. Telephone and email etiquettes
- e. Manage work to meet requirements
 - i. Time management
 - ii. Work management and prioritization

6. Computers and information technology

- a. Use of computers, its input and output devices
- b. Use of basic software such as MS Office, operating systems (Windows) and internet
- c. Use of data –
 - i. Entry, saving and retrieving
 - ii. Scanning and copying medical records/documents
 - iii. Efficient file naming and uploading
 - iv. Printing, as needed
- d. Application of Computers in clinical settings

7. **Basics of emergency care and life support skills**
 - a. Vital signs and primary assessment
 - b. Basic emergency care – first aid and triage
 - c. Ventilations including use of bag-valve-masks (BVMs)
 - d. Choking, rescue breathing methods
 - e. One- and Two-rescuer CPR
 - f. Using an AED (Automated external defibrillator).
 - g. Managing an emergency including moving a patient

8. **Disaster preparedness and management**
 - a. Fundamentals of emergency management
 - b. Preparedness and risk reduction
 - c. Incident command and institutional mechanisms
 - d. Resource management

Equipment required-

Videos and presentations, discussions, dialogues, short presentations, dummies, first aid kit, etc.

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/Theory	Skills Practical	
1.	Explain the role of a GDA in a hospital	10	0	10
2.	Describe the ethical considerations of his/her job as a GDA in a hospital	15	0	15
3.	Describe the need for customer service and service excellence in Medical service	10	10	20
4.	Describe and demonstrate how to communicate with patient with impaired hearing/ vision/ speech/ memory	5	25	30
5.	Enumerate the changes in the patient with abnormal behavior	5	0	5
6.	Identify the various contents of First Aid Kit	0	20	20
7.	Demonstrate Heimlich Maneuver	0	10	10
8.	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	0	30	30
9.	Explain the importance of treating confidential information correctly	10	0	10
10.	Demonstrate basic first aid and CPR	0	30	30
11.	Describe precautions in the event of a disaster	5	5	10
12.	Demonstrate the basic use of computers and aspects related to data handling	0	10	10
Total		60	140	200

MODULE – 2: ASSIST NURSE IN BATHING THE PATIENT

Learning Outcomes: At the completion of this module, the student should:

1. Understand basic anatomy and body positions
2. Be able to maintain privacy of patients
3. Have the knowledge of various types of bath
4. Be able to explain the benefits of bathing
5. Be well versed with standard precautions for performing perennial care or when bathing a patient with skin lesion and rashes
6. Be aware of washing procedures from cleanest to dirtiest
7. Be able to observe, list and report unusual findings
8. Be aware of cleaning and disinfection procedures for tub shower chair
9. Understand the importance of bathing and its types
10. Be able to enlist points to observe during bathing which need to be reported
11. Understand need for care to private body parts of patient

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Basic human anatomy	5	10	15
2.	Privacy concerns	2	3	5
3.	Type of bath as per guidelines	2	3	5
4.	Standard precautions	2	3	5
5.	Bath guidelines	5	5	10
6.	Post bath procedures	2	3	5
7.	Cleaning and disinfection	2	3	5
8.	Safety procedures	5	5	10
TOTAL		25	35	60

Detail of Topics

- 1. Basic human anatomy**
 - a. Different parts and systems of the human body
 - b. Different body positions
- 2. Privacy concerns**
 - a. How and when to maintain patient privacy
 - b. Encouraging patient to do as much as possible to promote independence
- 3. Type of baths as per guidelines**
 - a. Importance of bathing and its types
 - b. Observations to be made during bathing which need to be reported
 - c. Need for care to private body parts of patient
 - d. Determination of type of bath, based on the patient condition and comfort
 - e. Appropriate water temperature before patient checks in
 - f. Supplies needed for each type of bath

4. Standard precautions for

- a. Performing perineal care
- b. Bathing patients with skin lesion and rashes
- c. Drying patient effectively to prevent skin breakdown

5. Guidelines for

- a. Assisting a patient from bed to bath and back
- b. Various types of washing, from cleanest to dirtiest

6. Post bath procedures

- a. Checking patients' skin after bathing
- b. Detecting and reporting unusual findings
- c. Offer patient back rub after bathing and at bed time to stimulate circulation and relieve stress
- d. Apply lotion to dry skin if requested

7. Cleaning and disinfection procedures

- a. For tub, shower chair and other instruments as needed
- b. Putting soiled linen in laundry bag
- c. Disinfection of hands after procedure

8. Safety procedures

- a. Prevention of slipping, tripping, or falling
- b. Encouraging use of safety bars in shower

Equipment required-

1. Mannequin and charts
2. Demonstration kits of different body parts and mechanics
3. Internet use and Videos
4. Large bowl
5. Warm water supply
6. Soap (regular or non-rinse soap)
7. Washcloths or sponges
8. Dry towel,
9. Lotion

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to maintain the patient privacy and encourage patient do as much as possible to promote independence	0	10	10
2.	Identify the type of bath that is best suited as per the guidelines for various conditions. Give 2 examples	10	40	50
3.	Identify the water temperature for bathing	5	0	5

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
4.	Identify and demonstrate the standards precautions when performing perennial care or when bathing a patient with skin lesion and rashes	10	40	50
5.	Demonstrate how to dry patient skin with a towel	0	5	5
6.	Demonstrate how to clean a patient while bathing	5	20	25
7.	Observe and report unusual findings to the concerned authority	2	18	20
8.	Demonstrate how to stimulate circulation and relieve stress	0	5	5
9.	Demonstrate how to clean tub shower chair before and after each use.	10	10	20
10.	Demonstrate how to check patient's skin after bathing	10	0	10
Total		52	148	200

MODULE – 3: ASSIST NURSE IN GROOMING THE PATIENT

Learning Outcomes: At the completion of this module, the student should:

1. Learn the importance of maintaining patients' privacy and promoting independence during activities
2. Understand how to take patient's wishes into consideration while grooming
3. Be able to use standard precautions and protocols during grooming
4. Be able to perform duties gently to avoid injuries
5. Understand the need of providing 'after bath care' to the patient
6. Understand the importance of maintaining oral care, skin and nail care
7. Understand the importance of oral care in case of dentures and unconscious patients

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Procedures	5	10	15
2.	Need of 'after bath care' to the patient	5	10	15
3.	Hair care	5	5	10
4.	Oral care	5	5	10
5.	Skin and nail care	5	5	10
TOTAL		25	35	60

Detail of Topics

1. Procedures

- a. Maintaining the patient's privacy
- b. Promoting independence by encouraging the patient to do as much as possible
- c. Importance of taking into consideration patient preferences before and after the grooming task

2. Need of 'after bath care' to the patient

- a. Importance of maintaining oral care, skin and nail care
- b. Importance of oral care in case of dentures and unconscious patients

3. Hair care

- a. Avoiding injuries during shaving, brushing and hair styling
- b. Shampooing of hair
- c. Infection control principles to choose the appropriate hair care tool
- d. Condition of hair and scalp
- e. Care of matted or knotted hair
- f. Identification, listing and reporting of unusual findings such as sores, crusts, dandruff or hair loss
- g. Safety factors (especially when using hair dryer/curling iron, sprays and hair care products)

4. Oral care

- a. Mouth care for a person requiring partial or total assistance
- b. Identification of frequency of mouth care required, for patients with or without oral complications
- c. Rinse toothpaste thoroughly from the mouth after brushing
- d. Naming and storing of dentures
- e. Identification, listing and reporting of unusual findings such as signs of sores, caries and irritations, bleeding gums, broken or loose teeth or grinding down of teeth's surfaces, decreased or excess saliva or drooling, difficulty swallowing
- f. Dentures – removal from mouth, protection during cleaning, insertion into mouth, care when not in use

5. Skin and nail care

- a. Standard precautions and protocols for shaving and cutting nails
- b. Using a safety or an electric razor
- c. Identification, listing and reporting of unusual findings such as skin irritations, redness, or scaling, pain, dry/scaly skin, and/or cracked nails
- d. Procedure for providing hand and nail care
- e. Appearance of healthy hands

Equipment required-

Mannequin, charts, demonstration kits of different body parts, towel, toothbrush, toothpaste, cup, emesis basin, mouthwash, hair brush/comb, hair dryer, curling iron, basin, warm water, mirror, wash cloth, shaving cream, safety razor, electric razor, orange stick and nail file

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to maintain the patient's privacy and promote independence by encouragement	5	10	15
2.	Demonstrate how to seek patient's preferences for grooming and show patient how they look after the grooming task is finished	0	5	5
3.	Demonstrate the procedures and standard precautions for shaving and cutting nails	0	10	10
4.	Demonstrate the use of a safety and an electric razor	0	10	10
5.	Demonstrate precautions to be taken to avoid injuries	0	10	10
6.	Demonstrate how to remove dentures from and insert into patient's mouth	0	10	10
7.	Demonstrate process of teeth brushing and rinsing	0	10	10
8.	Demonstrate how to clean dentures	0	10	10
9.	Demonstrate how to clean the mouth of a patient who has no teeth or has dentures removed	0	10	10
10.	Demonstrate procedure to store dentures with patients name to avoid confusion	0	10	10
11.	Demonstrate process of hair care	0	10	10

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
12.	Describe infection control principles to choose the appropriate hair care tool	10	0	10
13.	Describe conditions which would require mouth care be provided every two hours	10	0	10
Total		25	105	130

MODULE – 4: ASSIST PATIENT IN DRESSING-UP

Learning Outcomes: At the completion of this module, the student should:

1. Learn the importance of maintaining patients' privacy and promoting independence during activities
2. Understand how to take patient's wishes into consideration while selecting clothes, especially for long term care
3. Understand general principles to follow when assisting a person with dressing or undressing
4. Understand the use of assistive devices
5. Learn how to assist in the selection of clothes for patients with different physical capabilities and in different seasons

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Principles while dressing/undressing	5	5	10
2.	Use of assistive devices	2	3	5
3.	Assisting in the selection of clothes	2	3	5
4.	Assisting with various types of garments	2	3	5
TOTAL		11	14	25

Detail of Topics

- 1. Principles while dressing/undressing**
 - a. Maintaining the patient's privacy
 - b. Promoting independence by encouraging the patient to do as much as possible
 - c. Importance of taking into consideration patient preferences in selecting clothes
 - d. General principles when assisting a person with dressing or undressing
- 2. Use of assistive devices**
 - a. Shoehorns, buttoning aids and zipper pulls
- 3. Assisting in the selection of clothes, considering**
 - a. Patient's preferences
 - b. Patient's physical capabilities
 - c. Possible activities during the day
 - d. The weather and the season
- 4. Assisting with various types of garments**
 - a. Procedure to assist with various types of garments such as undergarments, tops, bottoms and footwear

Equipment required-

Mannequin, charts, demonstration kits of different body parts, different types of garments and footwear.

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to maintain the patient's privacy and promote independence by encouragement	5	5	10
2.	Demonstrate how to fasten clothing with elastic fasteners and ensure that the footwear fits correctly	0	10	10
3.	Explain what to do when assisting a person with dressing or undressing	5	5	10
4.	Demonstrate the use of assistive devices such as shoehorns, buttoning aids and zipper pulls	0	10	10
5.	Explain the appropriate type of clothes to wear for patients with different physical capabilities and in different seasons	5	5	10
6.	Demonstrate the procedure to assist with various types of garments such as undergarments, tops, bottoms and footwear	5	5	10
7.	Demonstrate the process of enquiring about a patient's comfort and ensuring good body alignment after dressing	5	5	10
Total		25	45	70

MODULE – 5: SUPPORT INDIVIDUALS TO EAT AND DRINK

Learning Outcomes: At the completion of this module, the student should:

1. Learn how to make the patient comfortable and encourage eating as recommended
2. Understand the importance of checking the menu card to verify the diet and restrictions of the patient
3. Be able to assist in elimination and oral care prior to feeding
4. Learn how to measure and record input
5. Be able to perform oral care and grooming before feeding
6. Be able to observe and ensure that the patient is comfortable when being fed
7. Ensure that the food is provided according to the dietary prescription of the prescribing physician or dietician

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	General precautions	2	3	5
2.	Infection control procedures	2	3	5
3.	Observation and reporting of unusual findings	2	3	5
TOTAL		6	9	15

Detail of Topics

1. General precautions

- a. Make the patient comfortable and encourage eating as recommended
- b. Check menu card to verify the diet, restrictions, likes and dislikes of the patient

2. Infection control procedures

- a. Feed through spoon
- b. Assist in elimination and oral care prior to feeding
- c. Wash hands and mouth after feeding

3. Observation and reporting of unusual findings

- a. During feeding observe and ensure that:
 - i. Elimination process is completed before feeding
 - ii. Oral care and grooming is performed before feeding
 - iii. The patient is comfortable when being fed
 - iv. The food provided is according to the dietary prescription of the prescribing physician or dietician
- b. Measurement and recording of input
- c. Symptoms of distress like coughing and regurgitation

Equipment required-

Mannequin, charts, demonstration kits of different body parts

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to make the patient comfortable and encourage eating as recommended	5	10	15
2.	Explain what should be checked in the menu card to verify the diet and restrictions of individual patients	5	25	30
3.	Demonstrate the process of feeding through spoon	2	3	5
4.	Explain how to assist in elimination and oral care prior to feeding	5	25	30
5.	Demonstrate the various infection control practices	5	25	30
6.	Demonstrate how to measure and record patient input	5	25	30
7.	Enumerate the various precautions to be taken care of before and during feeding	5	25	30
8.	Demonstrate how to check for symptoms of distress like coughing and regurgitation in patients	5	25	30
Total		37	163	200

MODULE – 6: ASSIST PATIENT IN MAINTAINING NORMAL ELIMINATION

Learning Outcomes: At the completion of this module, the student should:

1. Be able to respond promptly to patients' elimination needs
2. Learn how to assist a mobile patient in moving to the toilet and provide support, if necessary
3. Know appropriate procedures to prevent infection
4. Be able to use equipment correctly to prevent discomfort or injury
5. Understand the importance for excreta disposal in human body
6. Understand the care to be provided in special cases
7. Be able to observe urine and stools for routine as well as special reporting

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	General protocols and procedures	2	3	5
2.	Observation and reporting of unusual findings	2	3	5
3.	Care of patients with general conditions	2	8	10
4.	Care of patients with special conditions	2	8	10
TOTAL		8	22	30

Detail of Topics

1. General protocols and procedures

- a. Promptly respond to patients' elimination needs
- b. Assist a mobile patient in moving to the toilet and provide support like giving toilet paper if required or stabilize the commode
- c. Wipe the patient and wash hands to prevent infection
- d. Use equipment correctly to prevent discomfort or injury
- e. Ensure/Maintain patients' privacy at all times during the procedure
- f. Understand the importance for excreta disposal in human body
- g. Characteristics of normal urine and feces
- h. Importance of knowing a person's regular elimination pattern.

2. Observation and reporting of unusual findings

- a. Record changes in colour or texture of the elimination and report usual findings immediately
- b. Observation of urine and stools for routine as well as special reporting

3. Care of patients with general conditions:

- a. Diarrhoea
- b. Urinary tract infections
- c. Constipation/faecal impaction
- d. Ostomy appliance

4. Care of patients with special conditions:

Understand care to be provided in case of:

- a. Urine and bowel incontinence
- b. Patient with urinary catheter

Equipment required-

Mannequin, charts, demonstration kits of different body parts, wheel chair, stretcher, sample kit for stool collection, etc.

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	List actions to be taken when responding to patients elimination needs	5	10	15
2.	Demonstrate how to assist a mobile patient in moving to the toilet and provide support like giving toilet paper if required or stabilise the commode	5	15	20
3.	Demonstrate how to wipe the patient and wash hands to prevent infection	5	5	10
4.	Demonstrate the how to use equipment correctly to prevent discomfort or injury	5	15	20
5.	Demonstrate how to ensure patients privacy at all times during the process	5	15	20
6.	Enumerate the process of enlisting the changes in colour or texture of the elimination and reporting usual findings	5	15	20
7.	Describe the characteristics of normal urine and feces	5	15	20
8.	Explain the importance of knowing a person's regular elimination pattern	5	15	20
9.	Define the word incontinence and describe the care needs of a person who is incontinent	5	10	15
10.	Demonstrate the procedure to administer an enema	5	15	20
11.	Demonstrate the measurement of urine output and how to empty a urine drainage bag	5	15	20
Total		55	145	200

MODULE – 7: TRANSFERRING PATIENT WITHIN THE HOSPITAL

Learning Outcomes: At the completion of this module, the student should:

1. Be able to use the equipment for transferring the patients correctly to avoid falls or injuries
2. Understand a patient's condition and be capable of estimating if additional help is required
3. Be able to transport the patient without causing trauma or injury
4. Focus on safety first and ensure that the patient is comfortable
5. Understand general principles of movements
6. Understand the process and precaution to be taken care of while transferring the patient
7. Know the importance of positioning for a patient in treatment and recovery
8. Understand importance of physical moments for well-being.
9. Understand all precautions to be taken to prevent falls and know the actions to be taken in the event of a fall incident

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	General precautions before moving a patient	1	4	5
2.	Movement of the human body	1	4	5
3.	Positioning of patients	1	4	5
4.	Transfer of patients	1	4	5
5.	Mobility	1	4	5
6.	Fall prevention	1	4	5
TOTAL		6	24	30

Detail of Topics

1. General precautions before moving a patient

- a. Correct use of equipment for transferring the patients to avoid falls or injuries
- b. Ensuring that the correct patient is being moved or wheeled out
- c. Understand patient's condition and estimate if additional help is required
- d. Transport the patient without causing trauma or injury

2. Movement of the human body

- a. Kinetics of joints and movements
- b. Mechanisms that affect movement
- c. General principles of movements

3. Positioning of patients

- a. Introduction to various types of position
- b. Importance of positioning for a patient in treatment and recovery

4. Transfer of patients

- a. Various kinds of means available for transferring patients
- b. Use of proper body mechanics for transferring the patient
- c. Process and precaution to be taken care of while transferring the patient
- d. Usage of wheel chair and stretcher

- e. Shifting of patient from bed to stretcher, from stretcher to operation theatre table, etc. and in special situations

5. Mobility

- a. Understand importance of physical moments for well-being.
- b. Modes used for mobility and their maintenance
- c. Care to be taken while patient is walking or using assisted devices
- d. Focus on safety first and ensure that the patient is comfortable

6. Fall prevention

- a. Standards for prevention of patient's fall
- b. Care to be taken to avoid fall in high risk patients
- c. Measures to be taken to prevent falls
- d. Actions in event of a fall incident

Equipment required-

Mannequin, charts, patient protection and assisted devices, demonstration kits of different body parts and mechanics, internet use,

Assessment -

The candidate should be assessed on his abilities to do the following activities:

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to use the equipment for transferring the patients correctly to avoid falls or injuries	0	10	10
2.	Demonstrate how to transport the patient without causing trauma or injury	0	35	35
3.	Describe precautions to be taken while transferring patient	5	10	15
4.	Describe usage of modes used for mobility and their maintenance	5	20	25
5.	Describe precautions to be undertaken while patient is walking or using assisted devices	5	10	15
6.	Demonstrate usage of wheel chair and stretcher	5	35	40
7.	Demonstrate shifting of patient from bed to stretcher, stretcher to operation theatre table	5	35	40
8.	Describe measures to be taken to prevent falls	10	0	10
9.	Describe action in event of a fall incident	10	0	10
Total		47	153	200

MODULE – 8: PREVENT AND CONTROL INFECTION

Learning Outcomes: At the completion of this module, the student should be able to-

1. Understand all procedures required for infection control
2. Follow high level of personal hygiene
3. Follow all standard precautions and infection control procedures
4. Identify deviation from normal health
5. Understand hospital borne infections and practices to curb them
6. Understand different types of spillages and their management

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Infection Control practices	5	10	15
2.	Universal/ Standard Precautions	5	10	15
3.	Contact Precautions	5	5	10
4.	Healthcare Associated Infections	5	5	10
5.	Healthcare worker safety	5	5	10
TOTAL		25	35	60

Detail of Topics

1. Infection Control practices

- a. Definition
- b. Basic principles of infection control practices
- c. Medical Asepsis - Practices to promote medical asepsis

2. Universal/ Standard Precautions

- a. Hand hygiene
- b. Use of personal protective equipment (e.g., gloves, gowns, masks)
- c. Safe injection practices
- d. Safe handling of potentially contaminated equipment or surfaces in the patient environment
- e. Respiratory hygiene/cough etiquette

3. Contact precautions

4. Healthcare Associated Infections

- a. Nosocomial Infection
- b. Infection Prevention
- c. Needle stick injuries and their prevention
- d. Catheter-related infections
- e. Urinary Tract Infections
- f. Surgical site infections

5. Healthcare worker safety

Equipment required-

Patient daily care articles, crash cart, emergency codes, fire extinguisher

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Describe all procedures required for infection control	30	0	30
2.	Demonstrate the standard precautions	0	20	20
3.	Describe the rules to dispose of biomedical waste and sharps	5	15	20
4.	Demonstrate and describe the process of medical asepsis	5	5	10
5.	Describe hospital borne infections and practices to curb them	5	5	10
6.	Describe different types of spillages and demonstrate their management	5	5	10
Total		50	50	100

MODULE – 9: ASSIST NURSE IN PERFORMING PROCEDURES AS INSTRUCTED IN THE CARE PLAN

Learning Outcomes: At the completion of this module, the student should:

1. Be able to understand and perform key procedures, as directed, under supervision
2. Be able to operate the equipment used to perform the procedures
3. Understand the difference of care provided to ill patients, terminally ill, physically challenged and handicapped personnel
4. Develop an understanding of how to keep a record of patient's intake & output
5. Understand his/her role during special procedures while assisting nurse/physician

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Role during special procedures while assisting nurse/physician	2	8	10
2.	Operation of equipment to perform various procedures	0	5	5
3.	Difference of care provided to ill patients, terminally ill, physically challenged and handicapped personnel	0	5	5
4.	Method to keep a record of patient's intake & output	0	2	2
5.	Maintenance of a safe, healthy and secure environment	0	5	5
TOTAL		2	25	27

Detail of Topics

1. **Role during special procedures while assisting nurse/physician**
 - a. Application of heat and cold
 - b. Administering Oxygen
 - c. Suctioning
 - d. Catheterization
 - e. Intravenous Observations
 - f. Enema
 - g. Specimen collection
 - h. Medicine dispensing
 - i. Feeding through Ryle tube
2. **Operation of equipment to perform various procedures**
3. **Difference of care provided to ill patients, terminally ill, physically challenged and handicapped personnel**
4. **Method to keep a record of intake & output of patient**
5. **Maintenance of a safe, healthy and secure environment**

Equipment required-

Mannequin, charts, demonstration kits of different body mechanics & positions & internet use, stretcher, wheelchair, trolley, patient assisted devices, kidney tray, bed sore treating kit, O2 cylinder, suction kit, catheter, specimen, Ryle's tube, suction apparatus, heat and cold application methods, Patient safety tools such as wheel chairs, trolleys, side rails, PPE, First Aid kit, betadine, cotton, bandages, sanitizers, disinfectants, etc.

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to perform key procedures like inducing enema, prepare patient for being moved to the operation theatre	5	45	50
2.	Operate the equipment used to perform the procedure	5	20	25
3.	Demonstrate record keeping for the intake & output of patient	5	15	20
4.	Demonstrate special procedures such as suctioning, catheterization or feeding through Ryle tube	5	20	25
5.	List 5 components of the safe environment.	5	0	5
Total		25	100	125

MODULE – 10: ASSIST NURSE IN OBSERVING AND REPORTING CHANGE IN PATIENT CONDITION

Learning Outcomes: At the completion of this module, the student should:

1. Be able to distinguish between normal and abnormal patient condition
2. Be able to recognize discoloration of the skin or, changes in odour or consistency of urine and stools
3. Be able to differentiate between immediate and routine reporting requirements
4. Be able to communicate the observations appropriately
5. Be able to identify rashes, abrasions, dryness, changes in colour, pressure areas, temperature, bruise and swelling of skin
6. Be able to identify pressure sores/ bed sores, understand causes for pressure sores (Bed sores)
7. Understand the importance of observing and reporting to authority for said or unsaid findings, if any
8. Understanding the importance of verbally informing the person in authority

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Patient condition: recognizing the norm	2	8	10
2.	Observations and reporting	2	8	10
TOTAL		4	16	20

Detail of Topics

- 1. Patient condition: recognizing the norm**
 - a. Observe colour changes like bluish or yellowish discoloration of the skin
 - b. Observe changes in odour or consistency of urine and stools
 - c. Identification of rashes, abrasions, dryness, changes in colour, pressure areas, temperature, bruise and swelling of skin
 - d. Identification of pressure sores/ bed sores, understand causes for pressure sores (Bed sores)
- 2. Observations and reporting**
 - a. Communicate the observations in an appropriate language
 - b. Differentiate between immediate and routine reporting requirements
 - c. Understand the importance of observing and reporting to authority for said or unsaid findings, if any
 - d. Understanding the importance of verbally informing the person in authority

Equipment required-

Use of internet to adopt best practices across the world for professional etiquettes, sample forms and feedback forms, sample kit for stool collection,

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Distinguish colour changes like bluish or yellowish discoloration of the skin	10	10	20
2.	Distinguish changes in odour or consistency of urine and stools	10	10	20
3.	Communicate the observations in an appropriate language	10	10	20
4.	Differentiate between immediate and routine reporting requirements	20	0	20
Total		50	30	80

MODULE – 11: ASSIST NURSE IN MEASURING PATIENT PARAMETERS ACCURATELY

Learning Outcomes: At the completion of this module, the student should:

1. Be able to assist the nurse in calibrating the scales and following manufacturer's guidelines
2. Be skilled in the use different types of scales including manual, digital, standard, chair and bed scales
3. Be able to measure a patient's height, weight, blood pressure and other vital signs accurately

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Vital signs	2	3	5
2.	Measuring weight and height accurately	2	3	5
3.	Equipment (Using or assisting in its use)	2	3	5
4.	Patient relations	2	3	5
TOTAL		8	12	20

Detail of Topics

1. Vital signs

- a. Importance of accurate measurement
- b. Correct use of equipment to measure
- c. Factors that affect the four vital signs: temperature, pulse, respirations and blood pressure

2. Measuring weight and height accurately

3. Equipment (Using or assisting in its use)

- a. Calibration of scales
- b. Manufacturer's guidelines and how to follow them
- c. Use of different types of scales including manual, digital, standard, chair and bed scales
- d. Use of an electronic thermometer to measure a person's oral, rectal, axillary or tympanic temperature

4. Patient relations

- a. Ensure that patient is comfortable and positioned correctly
- b. Ensure patient safety to prevent a fall or an injury

Equipment required-

Mannequin, charts, demonstration kits of different body parts and mechanics, internet use

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Assist nurse in calibrating the scales and following manufacturer's guidelines	10	10	20
2.	Demonstrate the use different types of scales including manual, digital, standard, chair and bed scales	10	10	20
3.	Discuss the importance of measuring vital signs accurately	10	10	20
4.	Demonstrate the measurement of a person's blood pressure	0	20	20
Total		30	50	80

MODULE – 12: RESPOND TO PATIENT’S CALL

Learning Outcomes: At the completion of this module, the student should:

1. Be able to promptly respond to call bell
2. Be able to effectively communicate the medical needs to the nurse station
3. Have the ability to courteously and sensitively meet patient needs
4. Be able to quickly scan the patients surrounding and take appropriate action, as needed
5. Be able to demonstrate CPR and two rescuer CPR

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Responding to the situation/patient	0	3	3
2.	First Aid	0	5	5
3.	Assessing the situation	0	2	2
TOTAL		0	10	10

Detail of Topics

1. **Responding to the situation/patient**
 - a. Promptly respond to call bell
 - b. Courteously and sensitively meet patient needs
 - c. Ensure that the patient is at ease or comfortable
2. **First Aid**
 - a. Chain of survival
 - b. CPR and two rescuer CPR
 - c. Rescue of a child
3. **Assessing the situation**
 - a. Communicate the medical needs to the nurse station without delay
 - b. Quickly scan the patients surrounding and take appropriate action

Equipment required-

Mannequins, call bell, etc.

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/Theory	Skills practical	
1.	Demonstrate a prompt response to the call bell	0	10	10
2.	Demonstrate effective communication of the medical needs to the nurse station	10	10	20
3.	Demonstrate courteousness and sensitivity in patient interactions	0	10	10
4.	Describe actions to ensure that the patient is at ease or comfortable	0	10	10
5.	Describe how to scan/assess the patients surrounding and what to look for	0	10	10
Total		10	50	60

MODULE – 13: CLEAN MEDICAL EQUIPMENT UNDER SUPERVISION OF NURSE

Learning Outcomes: At the completion of this module, the student should:

1. Be able to handle equipment safely
2. Be able to use appropriate protective clothing and equipment when cleaning equipment
3. Know how to clean and maintain equipment according to manufacturer's instructions, any legal requirements and work setting procedures
4. Be able to safely dispose of waste

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Use of equipment	2	8	10
2.	Cleaning of equipment	2	3	5
TOTAL		4	11	15

Detail of Topics

1. Use of equipment

- a. Handling of equipment safely or judging when to seek the help of nurse
- b. Report to appropriate people/nurse about the equipment that are unsuitable for use

2. Cleaning of equipment

- a. Use of appropriate protective clothing and equipment when cleaning equipment
- b. Cleaning and maintaining of equipment according to manufacturer's instructions, any legal requirements and work setting procedures
- c. Dispose of any waste safely and according to legal requirements and organisation protocol

Equipment required-

Personal protective clothing, mannequins, cleaning supplies, equipment as needed

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate how to handle equipment safely	0	10	10
2.	Demonstrate the use of appropriate protective clothing and equipment when cleaning equipment	0	10	10
3.	Demonstrate the cleaning and maintenance procedures for various equipment	0	10	10
4.	Describe when equipment is unsuitable for use and procedure for report to appropriate people/nurse	0	10	10
5.	Demonstrate appropriate waste disposal techniques	0	10	10
Total		0	50	50

MODULE – 14: TRANSPORT PATIENT SAMPLES, DRUGS, PATIENT DOCUMENTS AND MANAGE CHANGING AND TRANSPORTING LAUNDRY/ LINEN ON THE FLOOR

Learning Outcomes: At the completion of this module, the student should:

1. Be aware of effective hand hygiene and personal protective equipment to be used
2. Be able to collect and transport clean linen avoiding cross contamination with used linen
3. Be skilled in the careful handling of patient documents and drugs and an appropriate hand over to the concerned person
4. Understand various types of linen used in hospital and the need for its periodic changing
5. Be able to prepare an empty bed, occupied bed and room after discharge, room for admission, etc.

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Transport of samples and drugs	2	8	10
2.	Linen	2	8	10
3.	Preparation of facilities	2	8	10
TOTAL		6	24	30

Detail of Topics

1. Transport of samples and drugs

- a. Effective hand hygiene procedures
- b. Use of personal protective equipment in accordance with the local and national policy/procedures
- c. Use of trolleys or vehicles – learn cleanliness, with or without disinfection, and check that they are in good working order before use, isolating and reporting any that are not
- d. Careful hand over of patient documents and drugs to the concerned person

2. Linen

- a. Various types of linen used in hospital
- b. Need of periodic changing of linen
- c. Ensure linen receptacles that have not been filled or secured correctly in line with local policy are not collected or transported
- d. Collect and transport clean linen avoiding cross contamination with used linen and use a trolley or vehicle specifically designated for the delivery of clean linen

3. Preparation of facilities

- a. Empty bed
- b. Occupied bed
- c. Room after discharge
- d. Room for admission

Equipment required-

Linen, mannequin, gauge, identification marks, bed making techniques

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Perform effective hand hygiene precautions and use personal protective equipment	0	10	10
2.	Demonstrate the appropriate collection of linen receptacles only after they have been filled or secured correctly	0	10	10
3.	Demonstrate the correct cleaning of trolleys or vehicles, with or without disinfection	0	10	10
4.	Describe precautions to be taken to avoid cross contamination between clean and used linen	0	10	10
5.	Demonstrate the correct handing over of all patient-related documents and drugs	0	10	10
6.	Describe how to prepare room for admission	0	10	10
Total		0	60	60

MODULE – 15: CARRY OUT LAST OFFICE (DEATH CARE)

Learning Outcomes: At the completion of this module, the student should:

1. Know appropriate procedures for storing and recording of personal items left on the body or otherwise
2. Understand the importance of attending to hygiene needs
3. Learn the procedure for using identification labels/wrist bands according to local guidelines and organizational policies
4. Be able to dress the patient, as required
5. Be able to place the body in the bag as per instructions, post completing any necessary documentation by nurse/physician
6. Learn how to manage last offices
7. Package dead bodies in case of non-communicable and communicable diseases

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Managing last offices	0	5	5
2.	Preparing body	0	10	10
3.	Packing body	0	5	5
TOTAL		0	20	20

Detail of Topics

1. Managing last offices

2. Preparing body

- a. Remove jewellery and any personal items, unless requested or advised otherwise. Ensure that appropriate records are made of any personal items left on the body or otherwise.
- b. Attend to hygiene needs, paying particular attention to hair, nail care and oral hygiene
- c. Attempt to close the eyes, using a small piece of clinical tape if required
- d. Attach identification labels/wrist bands according to local guidelines and organizational policies
- e. Dress the patient in a gown/shroud or own clothes, as required
- f. Place an incontinence pad underneath to contain any soiling

3. Packing body

- a. Place the body in the bag as per instructions, post completing any necessary documentation by nurse/physician
- b. If a body bag is not to be used, enclose the body in a sheet, securing it with adhesive tape
- c. Packaging dead bodies in case of non-communicable and communicable diseases

Equipment required-

Dead body kind mannequin, bed sheets, bandages, cotton, disinfectants

Assessment -

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/Theory	Skills practical	
1.	Demonstrate removal of jewellery and any personal items. Demonstrate appropriate recording procedures of any personal items left on the body or otherwise.	20	0	20
2.	Demonstrate attention to hygiene needs, paying particular attention to hair, nail care and oral hygiene	3	17	20
3.	Demonstrate closing of eyes, using a small piece of clinical tape if required	2	8	10
4.	Demonstrate the use of identification labels/wrist bands according to local guidelines and organizational policies	10	20	30
5.	Demonstrate dress of the patient in a gown/shroud or own clothes, as required	0	30	30
6.	Demonstrate the use of an incontinence pad underneath to contain any soiling	0	30	30
7.	Follow instructions to place the body in a bag, post completing any necessary documentation by nurse/physician	10	20	30
8.	Follow procedure in the absence of a body bag (enclose the body in a sheet, securing it with adhesive tape)	10	20	30
9.	Demonstrate packaging of dead bodies in case of non-communicable and communicable diseases			
Total		55	145	200

MODULE – 16: FOLLOW BIOMEDICAL WASTE DISPOSAL PROTOCOLS

Learning Outcomes: At the completion of this module, the student should be able to-

1. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type.
2. Apply appropriate health and safety measures and standard precautions for infection prevention and control and personal protective equipment relevant to the type and category of waste.
3. Segregate the waste material from work areas in line with current legislation and organizational requirements, at source with proper containment, by using different color coded bins for different categories of waste.
4. Check the accuracy of the labelling that identifies the type and content of waste.
5. Confirm suitability of containers for any required course of action appropriate to the type of waste disposal.
6. Check the waste has undergone the required processes to make it safe for transport and disposal.
7. Transport the waste to the disposal site, taking into consideration its associated risks.
8. Report and deal with spillages and contamination in accordance with current legislation and procedures.
9. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols.

Content -

S. No.	Topics	Hours		
		Theory	Practical	Total
1.	Introduction of Bio-medical waste (BMW)	5	10	15
2.	Need for safety treatment and disposal of BMW	5	20	25
3.	Different treatment option for different categories of BMW	5	5	10
4.	Treatment and disposal methods of biomedical waste	5	5	10
TOTAL		20	40	60

Detail of Topics

- 1. Introduction of Bio-medical waste (BMW)**
 - a. What are Bio- medical waste generated during patient care
 - b. Classification of Bio-medical waste
 - c. Sources of Biomedical waste
 - d. Importance of Bio- medical waste management
- 2. Need for safety treatment and disposal of BMW**
 - a. Identifying the risk of Bio-medical waste
- 3. Different treatment option for different categories of BMW**
 - a. Color coding
 - b. Types of container
 - c. Waste category

- d. Treatment option

4. Treatment and disposal methods of biomedical waste

- a. Incineration
- b. Autoclaving
- c. Shredding
- d. Disposal option

Assessment:

S. No.	Assessment Criteria for the Assessable Outcomes	Marks Allocation		Total Marks Allocation
		Viva/ Theory	Skills practical	
1.	Demonstrate and describe appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type	5	5	10
2.	Demonstrate and describe how to maintain appropriate health and safety measures	0	10	10
3.	Identify and demonstrate methods of segregating the waste material in colored bins	0	30	30
4.	Explain how is the accuracy of the labelling that identifies the type and content of waste is checked.	5	0	5
5.	Explain how will you check the waste has undergone the required processes to make it safe for transport and disposal	5	0	5
6.	Demonstrate how will you report and deal with spillages and contamination in accordance with current legislation and procedures	0	10	10
Total		15	55	70

EQUIPMENT LIST

1. Little Anne
2. Ambu Mask (Adult)
3. AED Trainer with Adult Pad
4. Pocket Mask
5. Stop
6. Watch
7. Oxygen Cylinder
8. Oxygen Key
9. Oxygen Cylinder Trolley
10. Hospital Bed,
11. Bedside Locker
12. Cardiac Table
13. Bed Sheet
14. Pillow
15. Pillow Cover
16. Blanket
17. Student
18. Chair
19. Wheel Chair
20. Walker
21. Crutch
22. Table (3 ft by 6 ft)
23. Cupboard
24. Stretcher
25. Cane,
26. Back Rest
27. Foot Rest
28. Steel Basin
29. Bed pan
30. Urinal (Male & Female)
31. Air Cushion,
32. Sand Bag
33. Weighing Machine
34. Fire Extinguisher
35. Oral Care Set
36. Steel Tray
37. Artery
38. Forceps
39. Dissecting Forceps
40. Scissor
41. Nail Cutter
42. Nail Filer
43. Splint
44. Cervical Collar,
45. Spine Board
46. Steel Plate
47. Steel Glass
48. Steel Bowl
49. Spoon
50. Steel Jug
51. Bath Tub,
52. Kidney Tray
53. IV Stand
54. Measuring Glass
55. Measuring Tape
56. Projector
57. White Board,
58. Extension Cord
59. Speaker
60. Writing Pad
61. Goggles
62. Towel
63. Gown
64. Gloves (disposable) – packet
65. Gloves (surgical) – packet
66. Liquid Soap Bottle
67. Mask – packet
68. Shoe
69. Cover – packet
70. Hair Cap – packet
71. Mackintosh
72. Sponge Cloth
73. Wet Wipes – packet
74. Comb
75. Tooth Brush
76. Toothpaste
77. Hair Oil
78. Shampoo Bottle
79. Bath Soap,
80. Talcum powder
81. Different Color Plastic Bags with
Dustbins
82. Uro bag
83. Sample
84. Collection Bottle
85. Gauze Piece (4X4)

86. Betadine Solution Bottle
87. Cotton Rolls,
88. Normal Saline Bottle
89. Micropore
90. Spatula
91. Blood Concentrate
92. Hydrogen Peroxide
93. Bottle
94. Cleaning Solution (Colin)
95. Syringe destroyer
96. Syringe Sterilizer
97. Needle
98. burner
99. Thermometer
100. Syringe 50 cc/ml
101. B.P. Monitoring Machine
102. Call bell
103. Enamel basin
104. Hot Water Bottle
105. Ice caps
106. Transfer forceps
107. Drum
108. Suction
109. Apparatus
110. Foley catheter
111. Euro bags
112. Suction Catheter
113. Ryle's tube
114. Vacutainer
115. (red/black/violet)
116. Tourniquet
117. Examination table
118. Rubber sheet
119. Draw Sheet

CLINICAL TRAINING:

Training should be provided in hospital set up, and students should visit nearest Primary Health Centres, Private Nursing Home, and Community Health Center in the region. They should participate in immunization programs, Pulse Polio Program and Revised National Tuberculosis Control Program.

Training (utilizing actual equipment and materials on real patients) should be provided in a clinical set up under a supervisor on how to do one or more tasks of a job. Clinical training should be undertaken in a structured manner with a training plan under supervision. A training plan that reflects tasks to be performed and competencies to be imparted should be prepared and signed by the student, teacher, and supervisor at the workplace for training of the students in the organization/industry.

The trainer should break down all the steps of the job and train the students as per the training plan. In a structured Clinical Training the following steps should be followed:

- Step 1: The Instructor or the trainer should tell, show, demonstrate, and explain a procedure to be performed on a patient.
- Step 2: The trainer should demonstrate each step in detail, actually doing the steps of the task and explaining each step, one at a time, while the trainee watches. This should be followed by training in real life clinical set up

Showing finished products at each appropriate step will help the learner understand what is required as outcome. While demonstrating, the trainer should explain why each step is done in the way it is done.

LIST OF ABBREVIATIONS

AED	Automated external defibrillator
B. Sc.	Bachelor of Science
BMW	Bio-medical waste
BVMs	bag-valve-masks
CPR	Cardio Pulmonary Resuscitation
GDA	General Duty Assistant
GNM	General Nursing & Midwifery
MS	Microsoft
NSQF	National Skills Qualifications Framework
PPE	Personal Protective Equipment

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