QUALIFICATION FILE

General Duty Assistant- Advanced

Elective 1: Maternal and Newborn Care

Elective 2: Critical Care

Elective 3: Dialysis

Elective 4: Parturition

☒ **Short Term Training (STT)** ☐ **Long Term Training (LTT)** ☒ **Apprenticeship**

☐ **Upskilling** ☐ **Dual/Flexi Qualification** ☒ **For ToT** ☒ **For ToA**

☒**General** ☐ **Multi-skill (MS)** ☐ **Cross Sectoral (CS)** ☐ **Future Skills** ☐ **OEM**

NCrF/NSQF Level: 3.5

Submitted By:

Healthcare Sector Skill Council

Office No. 520-521, 5th Floor, DLF Tower A, Jasola, New Delhi - 110025, India

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Section 1: Basic Details

1.	Qualification Name	General Duty Assistant- Advanced	
		Electives:	
		1: Maternal and Newborn Care- 90 Hrs	
		2: Critical Care- 90 Hrs	
		3: Dialysis- 90 Hrs	
		4: Parturition- 90 Hrs	
2.	Sector/s	Healthcare Sector Skill Council	
3.	**Type of Qualification:** ☒ **New** ☐ **Revised** ☐ **Has Electives/Options** ☐**OEM**	**NQR Code & version of existing/previous qualification:** *(change to previous, once approved)* 2022/HLT/HSSC/06140 , V2.0	**Qualification Name of existing/previous version: General Duty Assistant- Advanced Electives: 1: Maternal and Newborn Care 2: Critical Care 3: Dialysis 4: Parturition**
4.	a. **OEM Name** b. **Qualification Name** (*Wherever applicable*)		
5.	**National Qualification Register (NQR) Code &Version** (*Will be issued after NSQC approval*)	QG-04-HE-00657-2023-V1.1-HSSC	**6. NCrF/NSQF Level:** *3.5*
7.	**Award (Certificate/Diploma/Advance Diploma/ Any Other** (*Wherever applicable specify multiple entry/exits also & provide details in annexure*)	Skill Certificate	
8.	**Brief Description of the Qualification**	Individual on the job provides patient care and helps maintain a conducive environment in various departments of hospital/home setting. Some of the key responsibilities include maintaining activities of patients daily living, patients comfort, safety and health needs. They monitor or report changes in health status. This job requires the individual to work in collaboration with doctors and nurses and other healthcare providers and deliver the healthcare services as suggested by them at a hospital or home setting in shifts.	
9.	**Eligibility Criteria for Entry for Student/Trainee/Learner/Employee**	a. **Entry Qualification & Relevant Experience:**	

a.   **Entry Qualification & Relevant Experience:**

S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)
1	11th Grade Pass	
	Or	
2	10th grade pass and pursuing continuous schooling	

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	Or	
3	10th grade Pass	with 1-year relevant experience
	Or	
4	8th grade pass	with 3-year relevant experience
	Or	
5	Previous relevant Qualification of NSQF Level 3.0	with 1.5 year relevant experience
	Or	
6	Previous relevant Qualification of NSQF Level 2.5	with 3 year relevant experience

    b. **Age:** <18 Years>

10.	**Credits Assigned to this Qualification, Subject to Assessment** *(as per National Credit Framework (NCrF))*	39	**11. Common Cost Norm Category (I/II/III)** *(wherever applicable)*: **II**

12.	**Any Licensing requirements for Undertaking Training on This Qualification** *(wherever applicable)*	Not Applicable

13.	**Training Duration by Modes of Training Delivery** *(Specify **Total Duration** as per selected training delivery modes and as per requirement of the qualification)*	☒Offline ☐Online ☐Blended

Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
Classroom (offline)	390	420	360	NA	1170
Online					

(Refer Blended Learning Annexure for details)

14.	**Aligned to NCO/ISCO Code/s** *(if no code is available mention the same)*	NCO-2015/3221.0300

15.	**Progression path after attaining the qualification** *(Please show Professional and Academic progression)*	Progression will be possible in both academic as well as professional area as: Horizontal Level 4- Geriatric Care Assistant Vertical: Level 5- Trainer, Assessor Progression to Diploma/Degree qualifications in the relevant field after training. (NCAHP)

16.	**Other Indian languages in which the Qualification & Model Curriculum are being submitted**	**Hindi**

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17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:
18.	Is the Job Role Amenable to Persons with Disability	☐ Yes ☒ No If "Yes", specify applicable type of Disability:
19.	How Participation of Women will be Encouraged	Healthcare is a field where equal opportunity and participation of women is being given as patients could belong to all genders.
20.	Are Greening/ Environment Sustainability Aspects Covered *(Specify the NOS/Module which covers it)*	☒ Yes ☐ No
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☐ Yes ☒ No Colleges ☒ Yes ☐ No
22.	Name and Contact Details of Submitting / Awarding Body SPOC *(In case of CS or MS, provide details of both Lead AB & Supporting ABs)*	Name: Mr. Ashish Jain Email: ashish.jain@healthcare-ssc.in Contact No.: 011-40505850,011 41017346 Website: www.healthcare-ssc.in
23.	**Final Approval Date by NSQC:** *28/07/2022*	**24. Validity Duration: 3 years** **25. Next Review Date: 28/07/2025**

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Section 2: Module Summary

NOS/s of Qualifications
(In exceptional cases these could be described as components)

Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

Th.-Theory *Pr.*-Practical *OJT*-On the Job **Man.**-Mandatory Training **Rec.**-Recommended *Proj.*-Project

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
1.	Bridge Modules				2	30	30	0	0	60						
2.	Assist patient in maintaining the activities of daily living	HSS/N5125, V2.0	Core	3.5	3.5	25	35	45	0	105	60	60	60	6	186	10
3.	Assist nurse in implementation of nursing care plan	HSS/N5126, V2.0	Core	3.5	2.5	25	35	15	0	75	30	20	25	15	90	10
4.	Transferring patient within the hospital	HSS/N5106, V2.0	Core	3.5	2.5	20	40	15	0	75	20	20	10	12	62	10
5.	Respond to patient's call	HSS/N5112, V2.0	Core	3.5	1.5	10	20	15	0	45	20	20	10	10	60	10
6.	Clean medical equipment under supervision of nurse	HSS/N5113, V2.0	Core	3.5	1	5	10	15	0	30	20	20	8	10	58	5
7.	Provide ancillary services for supporting patient care	HSS/N5127, V2.0	Core	3.5	2	10	20	30	0	60	30	45	0	20	95	10
8.	Carry out last office (death care)	HSS/N5115, V2.0	Core	3.5	1	5	10	15	0	30	18	30	0	16	64	5
9.	Provide care to patients with diverse needs at home-setting	HSS/N5128, V2.0	Core	3.5	3.5	25	50	30	0	105	30	30	0	20	80	10
10.	Maintain Interpersonal relationship with colleagues, patients, and others	HSS/N9615, V2.0	Non Core	4	1	10	5	15	0	30	13	0	0	0	13	5
11.	Maintain professional & medico-legal conduct	HSS/N9616, V2.0	Non-Core	4	1.5	15	15	15	0	45	19	0	0	0	19	5

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S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
12.	Maintain a safe, healthy and secure working environment	HSS/N9617, V2.0	Non Core	4	1.5	15	15	15	0	45	20	0	9	30	59	5
13.	Follow infection control policies and procedures including biomedical waste disposal protocols	HSS/N9618, V2.0	Non-Core	4	1.5	15	15	15	0	45	21	0	13	30	64	5
14.	Employability Skills	DGT/VSQ/N0102, V1.0	Non-Core	4	2	60	0	0	0	60	20	30	0	0	50	10
Duration (in Hours) / Total Marks					49	270	300	240	0	810	350	300	150	200	1000	100

Elective NOS/s: Maternal and Newborn Care

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Provide post-natal care to new mothers and routine care to the new born	HSS/N5129, V2.0	Core	3.5	3	30	30	30	0	90	29	25	15	31	100	10
Duration (in Hours) / Total Marks						30	30	30	0	90	29	25	15	31	100	10

Elective 2: Critical Care

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Assist nurse in performing procedures as instructed in the care plan at critical/Intensive care units	HSS/N5130, V2.0	Core	3.5	3	30	30	30	0	90	29	25	15	31	100	10
Duration (in Hours) / Total Marks						30	30	30	0	90	29	25	15	31	100	10

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Elective 3: Dialysis

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Assist in dialysis machine set-up and reprocessing of dialyzers	HSS/N5131, V2.0	Core	3.5	3	30	30	30	0	90	29	25	15	31	100	10
Duration (in Hours) / Total Marks						30	30	30	0	90	29	25	15	31	100	10

Elective 4: Parturition

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Assist woman before, during or after childbirth under guidance of healthcare team	HSS/N5132, V2.0	Core	3.5	3	30	30	30	0	90	29	25	15	31	100	10
Duration (in Hours) / Total Marks						30	30	30	0	90	29	25	15	31	100	10

Optional NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.																
2.																
Duration (in Hours) / Total Marks																

Assessment - Minimum Qualifying Percentage

*Please specify **any one** of the following:*

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Minimum Pass Percentage – Aggregate at qualification level: **70 %** *(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)*

Minimum Pass Percentage – NOS/Module-wise: ____% *(Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)*

Section 3: Training Related

1.	**Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	PhD (Nursing) with 1 year relevant experience Or M. Sc. (Nursing) with 1 year relevant experience Or B.Sc. (Nursing/Post Basic Bsc Nursing) with 1 year relevant experience Or Diploma General Nursing and Midwife (GNM) with 3 year relevant experience
2.	**Master Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	PhD (Nursing) with 2 year relevant experience and 1 year teaching experience Or M. Sc. (Nursing) with 3 year relevant experience and 1 year teaching experience Or B.Sc. (Nursing/Post Basic Bsc Nursing) with 3 year relevant experience and 1 year teaching experience Or Diploma General Nursing and Midwife (GNM) with 4 year relevant experience and 1 year teaching experience
3.	**Tools and Equipment Required for Training**	☒Yes ☐No (*If "Yes", details to be provided in Annexure*)
4.	**In Case of Revised Qualification, Details of Any Upskilling Required for Trainer**	

Section 4: Assessment Related

1.	**Assessor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	PhD (Nursing) with 2 year relevant experience and 1 year teaching/assessment experience Or M. Sc. (Nursing) with 3 year relevant experience and 1 year teaching/assessment experience Or

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		B.Sc. (Nursing/Post Basic Bsc Nursing) with 3 year relevant experience and 1 year teaching/assessment experience Or Diploma General Nursing and Midwife (GNM) with 4 year relevant experience and 1 year teaching/assessment experience
2.	**Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	Diploma/Graduate
3.	**Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	PhD (Nursing) with 2 year relevant experience and 2 year teaching/assessment experience Or M. Sc. (Nursing) with 3 year relevant experience and 2 year teaching/assessment experience Or B.Sc. (Nursing/Post Basic Bsc Nursing) with 3 year relevant experience and 2 year teaching/assessment experience Or Diploma General Nursing and Midwife (GNM) with 4 year relevant experience and 2 year teaching/assessment experience
4.	**Assessment Mode** *(Specify the assessment mode)*	Blended (Theory: Online, Practical and Viva: Blended)
5.	**Tools and Equipment Required for Assessment**	☒ Same as for training ☐ Yes ☐ No *(details to be provided in Annexure-if it is different for Assessment)*

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	**Latest Skill Gap Study (not older than 2 years) (Yes/No):** Yes
2.	**Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):** No
3.	**Government /Industry initiatives/ requirement (Yes/No):**
4.	**Number of Industry validation provided:**
5.	**Estimated nos. of persons to be trained and employed:**
6.	**Evidence of Concurrence/Consultation with Line Ministry/State Departments:** *Yes* If "No", why:

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Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	**Annexure:** NCrF/NSQF level justification based on NCrF level/NSQF descriptors *(Mandatory)*	*Yes*
2.	**Annexure:** List of tools and equipment relevant for qualification *(Mandatory, except in case of online course)*	*Yes*
3.	**Annexure:** Detailed Assessment Criteria *(Mandatory)*	*Yes*
4.	**Annexure:** Assessment Strategy *(Mandatory)*	*Yes*
5.	**Annexure:** Blended Learning *(Mandatory, in case selected Mode of delivery is "Blended Learning")*	*No*
6.	**Annexure:** Multiple Entry-Exit Details *(Mandatory, in case qualification has multiple Entry-Exit)*	*No*
7.	**Annexure:** Acronym and Glossary *(Optional)*	*Yes*
8.	**Supporting Document:** Model Curriculum *(Mandatory – Public view)*	*Yes*
9.	**Supporting Document:** Career Progression *(Mandatory - Public view)*	*Yes*
10.	**Supporting Document:** Occupational Map *(Mandatory)*	*Yes*
11.	**Supporting Document:** Assessment SOP *(Mandatory)*	*Yes*
12.	**Any other document you wish to submit:**	

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	Work in familiar, predictable, routine, situation of clear choice. The General Duty Assistant-Advanced provides patient care and help maintain a suitable environment. He carries out patient's daily care, facilitate patient's comfort, patient's safety and patient's health Needs	The GDA- Advanced during the job works in familiar, predictable, routine, and situation of clear choice.	3.5
Professional and Technical Skills/ Expertise/ Professional Knowledge	Factual knowledge of field of knowledge or study. The General Duty Assistant-Advanced should also be able to demonstrate basic patient care skills such as patient's daily care, patient's comfort, patient's safety and patient's health needs. He should be willing to work in wards or clinics in shifts.	The GDA- Advanced during the job works in familiar, predictable, routine, and situation of clear choice.	3.5

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	This indicates that a General Duty Assistant-Advanced must have factual knowledge of field or study in order to perform activities correctly.		
Employment Readiness & Entrepreneurship **Skills & Mind-set/Professional Skill**	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts General Duty Assistant-Advanced is expected to provide patient care during bathing, grooming, dressing-up, Support individuals to eat and drink, assistance during elimination, transferring patient within the hospital, Respond to patient's call, Clean medical equipment as suggested by Nurse, transport patient samples, drugs, patient documents and manage changing and transporting laundry/ linen, Carry out last office (death care) All these are activities that require him/her to demonstrate his practical skill, as per the scope of the job role, using appropriate tool, quality concepts, responsible for carrying out range of activities, requiring either laid down approach or may adopt alternative approaches as per the best evidenced practices.	The Geriatric Care Assistant during the job works in familiar, predictable, routine, and situation of clear choice.	3.5
Broad Learning Outcomes/Core Skill	Essential attributes of General Duty Assistant-Advanced is to read the doctor/nurse instructions and interpret it correctly and confirm that with nurse before taking any action, Record observations if any, Record the completion of the procedures, Communicate effectively with patients and their attendants keeping cultural and special needs, Listen in a responsive and empathetic manner to establish rapport. This requires communication skills (written or oral) with required clarity and indicates that he/she should have the basic understanding of social, political and natural environment.	General Duty Assistant-Advanced should be able to read and interpret the orders by nurses and medical team. Sensitivity and empathy towards to the patients and their carers is an important aspect. He should be able to determine the boundaries of work and professional area. He should be able to work in the limits of competency and authority	3.5
Responsibility	The General Duty Assistant-Advanced is responsible for supporting doctors & Nurses for patient care in their day-today working in a variety of roles. The provide patient's daily care, patient's comfort, patient's safety and patient's health needs	General Duty Assistant-Advanced is responsible for maintaining activities of daily living of patient at healthcare settings or in home settings and the job is critical as they deal with patient and it indicates that the person is responsible for his own work and learning. This is further reconfirmed by the fact that the General Duty Assistant-Advanced is expected to learn and improve his/her practice while on the job and is referred as "skilled workers	3.5

		Refer to the evidences provided in the adjacent column. Hence it falls under Level 3.5	

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size:__30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Automated External Defibrillator (AED) with adult pads	Nos	1
2	Wall Clock	Nos	1
3	Ambu bag with Mask (Adult)	Nos	1
4	Ambu bag with Mask Paediatric	Nos	1
5	Steam Inhaler	Nos	2
6	Spo2 Monitor Finger	Nos	2
7	Syringe Pump	Nos	2
8	ECG Machine with leads	Nos	1
9	Adjustable Cane	Nos	2
10	Cardiac Monitor	Nos	1
11	Basic Sample Documents of Neonate	1 bundle of each document	1
12	Patient Dress Male	Nos	1
13	Diaper (Adult)	PACKET	2
14	Spirometer	Nos	1
15	Baby Wrapper	Nos	2
16	Bath Tub : Baby	Nos	2
17	Sterilizer	Nos	2
18	Paladai	Nos	4
19	Feeding Bottles	Nos	2
20	Gauze Piece (4X4)	packet	5
21	Hand Washing Sink with water and Tap	Nos	1
22	Diaper Paediatric	Packet	2
23	Shaving Kit	Nos	4
24	Cotton Absorbent	Nos	1
25	Screens for Privacy	Nos	2

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26	Nursing full body Manikin male/female	Nos	1
27	Different Color Plastic Bags With Dustbins (Yellow)	Nos	1
28	Uro Bag	Nos	3
29	Sample Collection Bottle	Nos	5
30	Bed Pan	Nos	2
31	Spine Board	Nos	1
32	Dining Plate	Nos	2
33	Cervical Collar (Medium)	Nos	1
34	Splint of varied size	2 of each size	2
35	Nail Cutter & Filer	Nos	3
36	Scissors	Nos	2
37	Dissecting Forcep	Nos	2
38	Steel Instrument Tray (Medium)	Nos	2
39	Steel Basin (Large)	Nos	2
40	Wheel Chair	Nos	2
41	Urinal	Nos	3
42	Artery Forcep	Nos	2
43	Steel Instrument Tray (Small)	Nos	2
44	Steel Basin (Small)	Nos	2
45	Steel Instrument Tray (Large)	Nos	2
46	Foot Rest	Nos	2
47	Weighing Machine	Nos	2
48	Sand Bag	Nos	1
49	Air Mattress	Nos	2
50	Steel Basin (Medium)	Nos	2
51	Woolen Blanket	Nos	3
52	Walker	Nos	2
53	Back Rest	Nos	1
54	Portable stretcher	Nos	1
55	Hospital Bed - Manual	Nos	1
56	Oxygen Cylinder Key	Nos	1
57	Stretcher with wheels	Nos	1
58	Hospital Bed (Automatic)	Nos	1
59	Crutch	Nos	2
60	Pillow Cover	Nos	4

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61	Pillow	Nos	4
62	Bed Sheet	Nos	6
63	Mattress	Nos	2
64	Cardiac Table	Nos	2
65	Bedside Locker	Nos	2
66	Defibrillator	Desirable	1
67	Oxygen Cylinder B type with trolley	Nos	1
68	Liquid Soap Bottle	500 ml bottles	2
69	Draw Sheet	Nos	2
70	Bandages of various size	5 of each size	5
71	Ryle's Tube of varied size	2 of each size	2
72	Big Towel	Nos	2
73	Call Bell	Nos	2
74	Stethoscope	Nos	2
75	Oxygen Mask adult	Nos	2
76	Bulb Syringe	Nos	2
77	Suction Catheter of varied size	2 of each size	2
78	Rubber Sheet/Disposable under sheet	packets	2
79	Foley's Catheter of varied size	2 of each size	2
80	Syringe of varied ml/ cc	2 of each ml/cc	2
81	Dressing Trolley	Nos	2
82	Puncture Proof Container	Nos	1
83	Ice Packs	Nos	2
84	Dressing Kit	Nos	1
85	Hot Water Bag	Nos	2
86	Thermometer	Nos	2
87	B.P. Monitoring Machine	Nos	3
88	Suction Apparatus	Nos	1
89	Water Jug	Nos	2
90	Measuring Tape	Nos	2
91	Measuring Glass	Nos	1
92	Spoon	Nos	4
93	IV Stand	Nos	2
94	Steel Bowl	Nos	2
95	Kidney Tray of varied size	2 of each size	2
96	Eye glasses	Nos	2

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97	Betadine Solution Bottle	500 ml bottle	2
98	CPR Manikin (half body)	Nos	1
99	Hydrogen Peroxide Bottle	500 ml bottle	1
100	Spatula (wooden)	Nos	3
101	Micropore of varied size	1 of each size	1
102	Normal Saline Bottle	500 ml bottle	1
103	Different Colur Plastic Bags With Dustbins (Blue)	Nos	1
104	Different Colur Plastic Bags With Dustbins (Red)	Nos	1
105	Face Towel	Nos	1
106	Different Colur Plastic Bags With Dustbins (Black)	Nos	1
107	Small Bath Towel	Nos	1
108	Toothpaste	Nos	1
109	Isopropyl solution	500 ml bottle	1
110	Comb	Nos	1
111	Disposable Face Mask - Packet	Packets	1
112	Wet Wipes - Packet	Packets	2
113	Shampoo Bottle	200 ml bottle	1
114	Hair Oil	Bottle	1
115	Bath Soap	Nos	1
116	Sponge Cloth	Nos	2
117	Hair Cap - Packet	Nos	1
118	Tooth Brush	Nos	1
119	Gloves (Disposable) - Packet	packet	1
120	Gown - PPE	Packet	2
121	Shoe Cover - Packet	Packet	1
122	Vaccutanor (Red/ Black/ Violet)	Packet	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. AV Aids
2. Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed)
3. (all software should either be latest version or one/two version below)
4. UPS
5. Scanner cum Printer

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6. Computer Tables
7. Computer Chairs
8. LCD Projector
9. White Board/Smart Board 1200mm x 900mm
10. Marker
11. Duster
12. Charts
13. Models
14. Flip Chart

Annexure: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile *(if available)*
1	Cloudnine Hospital	Shweta Daniel	Nursing Head	Gurugram	9717171942	Shwetadaniel08@gmail.com	
2	Cloudnine Hospital	Angita Masih	Nursing Educator	Gurugram		carolinelizabethj@gmail.com	
3	Jamia Hamdard	Gifty Thomas	Clinical Instructor	Delhi			
4	CGHS	Mary Anitha	Nursing Officer	Bangalore		Maryanitha.cghs.gov.in	
5	Vidyanta Skills	Mr Jaideep Herbert	COO	Gurugram	9717717736	Jaideep.herbert@vidyanta.com	
6	Narayana Hrudayalaya	Stella	Nursing Superintendent	Bengaluru		stellad@narayanhealth.org	
7	Aster DM	Dr Rohini Paul	CNO	Bangalore	9538896637	Drrohini.paul@asterdmhealthcare.com	
8	Sunshine Global Hospital	Dr Biren Chauhan	COO	Gujarat	9633890515	Biren.chauhan@sunshineglobalhospital.com	
9	Divakar Specialty Hospital	Dr Hema Diwakar	Medical Director	Bengaluru	9900154444	drhimadevakar@gmail.com	

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities

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2023	100	50
2024	200	100
2025	300	150

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
	2020-21	30	30	25									
	2021-22	1186	1138	1065									
	2022-23	21320	20375	19179		11982							
	2023-24	17943	16416	14991		12993							

Applicable for revised qualifications only, data to be provided year-wise for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

    1.
    2.

Content availability for previous versions of qualifications:

☐ Participant Handbook ☐ Facilitator Guide ☐ Digital Content ☐ Qualification Handbook ☐ Any Other:

Languages in which Content is available:

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Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET "Guidelines for Blended Learning for Vocational Education, Training & Skilling" available on:
https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	☐Theory/ Lectures - Imparting theoretical and conceptual knowledge		
2	☐Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	☐Showing Practical Demonstrations to the learners		
4	☐Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	☐Tutorials/ Assignments/ Drill/ Practice		
6	☐Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Viva Marks	OJT Marks	Practical Marks	Total Marks
HSS/N5125: Assist patient in maintaining the activities of daily living	Maintain patients privacy	10	2	10	10	32
	Assist in bathing patient	10	0	10	10	30
	Assist in grooming the patient	10	0	10	10	30
	Assist patient in clothing	10	0	10	10	30
	Support patient in eating and drinking	10	0	10	10	30
	Assist patient in normal elimination	10	4	10	10	34
	Nos Total	**60**	**6**	**60**	**60**	**186**
	Assist nurse while performing different procedures as part of patient care plan	10	5	10	10	35

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HSS/N5126: Assist nurse in implementation of nursing care plan	Observe and report changes in patients overall condition	10	5	10	10	35
	Support nurse in measurement of vital parameters	10	5	5	0	20
	Nos Total	**30**	**15**	**25**	**20**	**90**
HSS/N5106: Transferring patient within the hospital	Consideration to the following are to be given due importance by GDA when assisting in the transferring process	20	12	10	20	62
	Nos Total	**20**	**12**	**10**	**20**	**62**
HSS/N5112: Respond to patients call	Responding to call bell	20	10	10	20	60
	Nos Total	**20**	**10**	**10**	**20**	**60**
HSS/N5113: Clean medical equipment under supervision of nurse	Cleaning, handling routine maintenance and sterilization.	20	10	8	20	58
	Total	20	10	8	20	58
HSS/N5127: Provide ancillary services for supporting patient care	Transfer patient samples, drugs, patient documents	10	10		15	35
	Manage changing and transporting laundry/ linen	10	10		15	35
	Support nurse in measurement of vital parameters	10			15	25
	Nos Total	**30**	**20**	**0**	**45**	**95**
HSS/N5115: Carry out last office (Death care)	Providing post death care and preserving privacy and dignity of the deceased, respecting their cultural/religious beliefs and personal wishes where possible Ensuring patient's privacy during the transferring process is important	18	16		30	64
	Nos Total	**18**	**16**	**0**	**30**	**64**
HSS/N5128: Provide care to patients with diverse needs at home-setting	Effectively communicating with patient and their carers	10	20		15	45
	Helping and monitoring patients to cope up with changes to their health and well-being	10			15	25
	Implementing the interventions in context of individualized care plans	10			0	10

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	Nos Total	**30**	**20**	**0**	**30**	**80**
HSS/N9615 Maintain a professional relationship with patients, colleagues and others	Communicate and maintain professional behavior with co-workers and patients and their families	5				5
	Work with other people to meet requirements	5				5
	Establish and manage requirements, planning and organizing work, ensuring accomplishment of the requirements	3				3
	Nos Total	**13**	**0**	**0**	**0**	**13**
HSS/N9616 Maintain professional & medico-legal conduct	Maintain professional behavior	5				5
	Act within the limit of one's competence and authority	7				7
	Follow the code of conduct and demonstrate best practices in the field	7				7
	Nos Total	**19**	**0**	**0**	**0**	**19**
HSS/N9617 Maintain a safe, healthy and secure working environment	Comply the health, safety and security requirements and procedures for workplace	7	10	2		19
	Handle any hazardous situation with safely, competently and within the limits of authority	8	10	5		23
	Report any hazardous situation and breach in procedures to ensure a safe, healthy, secure working environment	5	10	2		17
	Nos Total	**20**	**30**	**9**	**0**	**59**
HSS/N9618 Follow biomedical waste disposal and infection control policies and procedures	Classification of the waste generated, segregation of biomedical waste, proper collection and storage of waste	5	10	3		**18**
	Complying with effective infection control protocols that ensures the safety of the patient(or end-user of health-related products/services)	8	10	5		**23**
	Maintaining personal protection and preventing the transmission of infection from person to person	8	10	5		**23**
	Total	**21**	**30**	**13**	**0**	**64**
HSS/N5129: post-natal care to new mothers and	Provide routine care to new mothers and new born	10	11	5	15	41

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routine care to the newborn	Provide appropriate therapy as per the delivery process of mother & record the status	7	10	5	10	32
	implement interventions to prioritize safety of mother & new born while giving therapies	12	10	5		27
	Nos Total	**29**	**31**	**15**	**25**	**100**
HSS/N5130: Assist nurse in performing procedures as instructed in the care plan at critical/Intensive care units.	Perform different procedures as a part of critical care management under supervision of nurse	29	31	15	25	100
	Nos Total	**29**	**31**	**15**	**25**	**100**
HSS/N5131: Assist in dialysis machine set-up and reprocessing of dialyzers	Setting-up of dialysis machine and reprocessing of dialyzers under supervision of nurse/technician	29	31	15	25	100
	Nos Total	**29**	**31**	**15**	**25**	**100**
HSS/N5132: Assist woman before, during and after childbirth under guidance of healthcare team	Assist during 1st stage of labor	10	11	5	15	41
	Assist during 2nd and 3rd stage of labor	7	10	5	10	32
	Assist during 4th stage of labor	12	10	5		27
	Nos Total	**29**	**31**	**15**	**25**	**100**
DGT/VSQ/N0102, V1.0, Employability Skills (60 Hours)	Introduction to Employability Skills	1			1	2
	Constitutional values – Citizenship	1			1	2
	Becoming a Professional in the 21st Century	2			4	6
	Basic English Skills	2			3	5

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	Career Development & Goal Setting	1			2	3
	Communication Skills	2			2	4
	Diversity & Inclusion	1			2	3
	Financial and Legal Literacy	2			3	5
	Essential Digital Skills	3			4	7
	Entrepreneurship	2			3	5
	Customer Service	1			2	3
	Getting ready for apprenticeship & Jobs	2			3	5
	NOS Total	**20**	**0**	**0**	**30**	**50**
	Grand Total	**350**	**200**	**150**	**300**	**1000**

Annexure: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

Mention the detailed assessment strategy in the provided template.

<1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment
- SSC monitors the assessment process & records

2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified

4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding

5. Method of verification or validation:

- Surprise visit to the assessment location

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6. Method for assessment documentation, archiving, and access
- Hard copies of the documents are stored

On the Job:

1. Each module (which covers the job profile of Automotive Service Assistant Technician) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.
3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:

   • Videos of Trainees during OJT

   •

4. Assessment of each Module will ensure that the candidate is able to:
- Effective engagement with the customers
- Understand the working of various tools and equipment
- …..>

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf

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