

Training Delivery Plan							
Program Name:		Nursing Supervisor					
Qualification Pack Name & Ref. ID		HSSC/ Q 5101 Course Code: 6641					
Version No.		LUVEE/HC/NS/01			Version Update Date		16-01-2019
Pre-requisites to Training (if any)							
Training Outcomes		<p>By the end of this program, the participants would have achieved the following competencies:</p> <ol style="list-style-type: none"> Describe the organization of healthcare facilities and the roles of the interdisciplinary healthcare team. Identify the responsibility of the registered nurse, licensed practical nurse and nursing assistant in a variety of settings. Apply nursing assistant theoretical knowledge in providing basic healthcare services. Perform essential nursing assistant clinical skills. Use accurate and appropriate communication with members of the healthcare team. Employ ethical and moral behaviours, and the characteristics of honesty, responsibility and caring in the provision of patient/resident care. Carry out and follow up on patient/resident care tasks as delegated by the nurse. Providing Nursing Assistance and Patient's Care. Brief knowledge of Medical Surgical Nursing including various types of nursing in different fields Detailed knowledge of Administration, Management & Supervision related to Nursing Services. 					
S.No.	Module Name	Session Name	Session Objectives	NOS Reference	Methodology	Training Tools/Aids	Duration
1.	Assistance in Nursing activities	Assist nurse in bathing patient	After this Session the Student/Candidate would be Capable of Delivering:	HSS/ N 5101 PC1, PC2 ,PC3 PC4	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab	Theory (Hrs):- 2.5

and Patients Care		<ul style="list-style-type: none"> Considering patient preference and conditions when determining: <ul style="list-style-type: none"> Type Time and Frequency of bath 	,PC5 ,PC6 PC7, PC8 ,PC9 PC10, PC11 PC12	Classroom Session Lecture Session Assignment Projects	Projector Charts Diagram Notes	Practical (Hrs):-2.5
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	How to perform patient bath based on patient condition as per protocols How to collect and record feedback about the services How to and whom to inform in case of observing something which is clinically important Relevant protocols, good practices, standards, policies and procedures	HSS/ N 5101 Knowledge of the Healthcare Provider/ Organisation and its Processes KA1 KA2 KA3 KA4	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:-	Practical Sessions:-	

					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse and Patient Care	Technical Knowledge	How to drape and undrape the patient How to perform back rub How to shower, complete bed bath, partial bed bath or tub bath the patient How to ensure that proper procedures and processes are followed The basic functionalities of the applications that are used during the bathing	HSS/ N 5101 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves,

						<p>cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	<p>Record the completion of the bathing procedure with relevant details by marking the template Read the doctor/nurse instructions and interpret it correctly and cross check that with the ward nurse for proper understanding Discuss procedures with the patient and make him/ her feel comfortable Answer questions that patient may have</p>	<p>HSS/ N 5101 Core Skill/ Generic Skill SA1 SA2 SA3 SA4</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor</p>	

						Tourniquet BP apparatus	
	Assisting Nurse and Patient Care	Professional Skill	Make decisions regarding the best bathing way Apply best practices in existing processes to drive improvements Plan the time for giving the bath to the patient and organise the same with other team members if they are needed	HSS/ N 5101 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
2.	Assisting Nurse and Patient Care	Assist nurse in grooming the patient	After this Session the Student/Candidate would be Capable of Delivering:	HSS/ N 5102 PC1, PC2 PC3 PC4	Theoretical Sessions:- Classroom	Theoretical Sessions:- Audio-Visual Lab Projector	Theory (Hrs):- 2.5 Practical

			<ul style="list-style-type: none"> Depending on the patient condition and request GDA has to make a decision on the kind of grooming support that needs to be provided to the patient from the list below: <ul style="list-style-type: none"> Hair Styling and Makeup Shaving Brushing (Mouth care) Finger and Toe nail Care Maintain the grooming routine, if already established by the patient and encourage the patient to do it on their own. Always use simpler and safer grooming tools. Constant encouragement and compliments will enhance self-grooming efforts 	PC5 PC6	<p>Session Lecture Session Assignment Projects</p> <p>Practical Sessions:- GDA Lab</p>	<p>Charts Diagram Notes</p> <p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	(Hrs):-2.5
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<p>The importance of grooming and various functions included under grooming How to perform and modify grooming tasks based on patient condition e.g. dementia, diabetes and paralysis. Whom to inform in case of observing something which is clinically important Relevant protocols, good practices, standards, policies and procedures related to grooming</p>	<p>HSS/ N 5102</p> <p>Knowledge of Healthcare Provider/ Organisation and its Processes</p> <p>KA1 KA2 KA3 KA4</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:- Stethoscope</p>		

					GDA Lab	Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Technical Knowledge	How to clean dentures and store them How to perform brushing and oral care in unconscious patients How to prepare patient for hair styling How to prepare patient before cutting the nails	HSS/ N 5102 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items

					(cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	Record the completion of the grooming procedure on the template Record observations if any made during the procedure on the template Read the doctor/nurse instructions and interpret it correctly and confirm that with nurse before taking any action	HSS/ N 5102 Core Skill/ Generic Skill SA1 SA2 SA3 SA4 SA5	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Classroom Session Lecture Session Assignment Projects		
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	Theory (Hrs):-

Assisting Nurse and Patient Care	Professional Skill	<p>Make decisions regarding the best way to perform a particular grooming function (hair care, oral care or nail care) depending upon the patient's condition.</p> <p>Apply best practices in existing processes to drive improvements</p> <p>Modify procedure to prevent spread of infection</p> <p>Ensure that all necessary equipment required to perform a particular grooming task are handy</p> <p>Ensure personal protective gear is used while grooming contagious and infected patients</p>	<p>HSS/ N 5102</p> <p>Professional Skill</p> <p>SB1 SB2 SB3 SB4 SB5 SB6 SB7</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>2.5</p> <p>Practical (Hrs):-2.5</p>
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Assisting Nurse and Patient Care		<p>After this Session the Student/Candidate would be Capable of Delivering:</p> <ul style="list-style-type: none"> Consideration needs to be given to the following while dressing the patient: 	<p>HSS/ N 5103</p> <p>PC1, PC2</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	

		<ul style="list-style-type: none"> o The steps involved in the process of dressing like which limb to undress first o Ensure that the clothing is comfortable as per the patients need (woolens in cold weather and cotton in warm weather) o Right size of shoes and slippers with non-slip surface to avoid falls o Maintaining patient privacy by following a correct technique of undressing and dressing 		<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<p>To understand standard protocols for undressing and dressing the patient to prevent spread of infection</p> <p>To know about the organisation processes and codes for different dresses for patient</p> <p>To know the importance of clothing and dressing the patient using right techniques as per the protocols</p> <p>To collect and record feedback about the services at the helpdesk</p>	<p>HSS /N 5103</p> <p>Knowledge of Healthcare Provider/ Organisation and its Processes</p> <p>KA1 KA2 KA3 KA4 KA5</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer</p>	

					Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Technical Knowledge	How to undress a patient with minimum discomfort How to inform in case of observing something which is clinically important e.g. bed sores How to dress a patient without causing discomfort Dressing procedure to prevent spread of infection Appropriate clothing depending upon the patient's condition and the general environment How to manage additional equipment like catheter or IV lines (Intravenous) while performing the dressing task	HSS /N 5103 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab

					Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	<p>Discuss the dressing procedure with the patient and make him feel comfortable</p> <p>Take verbal orders from the provider</p> <p>Answer the questions that patient have with regard to their dressing needs including the type of clothing.</p> <p>Explain to the patient the dressing procedure while performing it to minimise resistance and reduce pain</p> <p>Inform the ward nurse on completion of the procedure</p>	<p>HSS /N 5103</p> <p>Core Skill/ Generic Skill</p> <p>SA1 SA2 SA3 SA4 SA5 SA6 SA7</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Professional Skill	<p>Steps involved in dressing like</p> <p>Undress the unaffected limb first to minimise movements and rolling the soiled gown from neck downwards beneath the sheet to prevent infection</p>	<p>HSS /N 5103</p> <p>Professional Skill</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts</p>

			<p>How to ensure patient dress is clean and dry The clothing is dry, clean and of a suitable size for the patient The fasteners are available and secured for patients convenience The footwear is of the right size and non-slip to prevent fall</p>	<p>SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10 SB11 SB12 SB13 SB14</p>	<p>Lecture Session Assignment Projects</p>	<p>Diagram Notes</p>	
					<p>Practical Sessions:-</p>	<p>Practical Sessions:-</p>	
					<p>GDA Lab</p>	<p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
4.	Assisting Nurse and Patient Care	Support individuals to eat and drink	<p>After this Session the Student/Candidate would be Capable of Delivering:</p> <ul style="list-style-type: none"> • Consideration to the following are to be given due importance by GDA when feeding <ul style="list-style-type: none"> o Religion and cultural background o Nature of the illness and condition of the patient o Personal preferences o Financial condition of the patient/relatives 	<p>HSS/ N 5104</p> <p>PC1, PC2 ,PC3 PC4 ,PC5 ,PC6 PC7, PC8</p>	<p>Theoretical Sessions:-</p>	<p>Theoretical Sessions:-</p>	<p>Theory (Hrs):- 2.5</p>
					<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Practical (Hrs):-2.5</p>
					<p>Practical Sessions:-</p>	<p>Practical Sessions:-</p>	
					<p>GDA Lab</p>	<p>Stethoscope Scissors</p>	

		<ul style="list-style-type: none"> Ensuring a healthy and well-balanced diet is fed to the patient in order to ensure recovery from the condition. Patient preferences need to be given due consideration 			<p>Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Technical Knowledge	<p>The importance of balanced and healthy diet as prescribed by the physician How to wipe patients mouth and keep the cloths clean and prevent spilling to maintain patient dignity and hygiene How to wash hands and maintain hygiene to prevent spread of infections How to feed using spoon or through Ryle's tube</p>	<p>HSS/ N 5104</p> <p>Technical Knowledge</p> <p>KB1 KB2 KB3 KB4 KB5 KB6 KB7</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,</p>

						ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	Understand and respond to patients questions during the feeding process Motivate the patient to consume recommended amount of food to hasten healing	HSS/ N 5104 Core Skill/ Generic Skill SA1 SA2 SA3 SA4	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse	Professional Skill	Identify unusual symptoms experienced by the patient during	HSS/ N 5104	Theoretical Sessions:-	Theoretical Sessions:-	

	and Patient Care		feeding and report them promptly Manage the speed of feeding to avoid aspiration or choking Check the frequency of feeding as per the meal plan Check if the utensils are clean prior to feeding the patient	Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10 SB11 SB12 SB13 SB14 SB15	Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
5.	Assisting Nurse and Patient Care	Assist patient in maintaining normal elimination	After this Session the Student/Candidate would be Capable of Delivering: <ul style="list-style-type: none"> Consideration to the following is to be given due importance by GDA when assisting in the elimination process: 	HSS/ N 5105 PC1, PC2 ,PC3 PC4 ,PC5 ,PC6	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	

		<ul style="list-style-type: none"> o Patients mobility o Medical condition like incontinence o Urination or defecation <ul style="list-style-type: none"> • Ensuring patient's privacy is important during elimination. Maintaining hygiene like washing hands is also an integral part of the elimination process 		<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	<p>Theory (Hrs):- 2.5</p> <p>Practical (Hrs):-2.5</p>
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<p>Whom to inform in case of observing changes in elimination content</p> <p>Relevant protocols, good practices, standards, policies and procedures for elimination</p>	<p>HSS/ N 5105</p> <p>Knowledge of Healthcare Provider/ Organisation and its Processes</p> <p>KA1 KA2</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items –</p>	

						gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Technical Knowledge	How to administer a bed pan for immobile patients How to assist a mobile patient to use the commode How to check for kinks and obstruction in an indwelling catheter The process of cleaning and wiping the patient after elimination to prevent infections	HSS/ N 5105 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6 KB7 KB8	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Classroom Session Lecture Session Assignment Projects		
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer	

						Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	Record changes in odour, texture or colour of the elimination on the template Record and report the output quantity on the template Motivate the patient during elimination to avoid subsequent spoiling or repeats Check frequently with patient about their elimination needs	HSS/ N 5105 Core Skill/ Generic Skill SA1 SA2 SA3 SA4 SA5	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects		Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:- GDA Lab		Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Professional Skill	Assisting a mobile patient in elimination and preventing falls and injuries when in the commode Stabilising the commode prior to elimination and assist the patient in getting	HSS/ N 5105 Professional Skill SB1 SB2 SB3 SB4 SB5	Theoretical Sessions:- Classroom Session		Theoretical Sessions:- Audio-Visual Lab Projector Charts

			<p>back to the bed Assisting the patient in getting into a position to help elimination for immobile patient, administer a bed pan The process of wiping patient from cleanest to dirtiest part to avoid infection Checking the tube for kinks, blockage or leakage for catheterised patients and clean catheter from the meatus Emptying the drain bag at least once every shift and report the volume to the nurse</p>	<p>SB6 SB7 SB8 SB9 SB10 SB11 SB12 SB13 SB14 SB15 SB16 SB17 SB18 SB19 SB20 SB21</p>	<p>Lecture Session Assignment Projects</p>	<p>Diagram Notes</p>
					<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
6.	Assisting Nurse and Patient Care	Transferring patient within the hospital	<p>After this Session the Student/Candidate would be Capable of Delivering:</p> <ul style="list-style-type: none"> Consideration to the following are to be given due importance by GDA when assisting in the transferring process: <ul style="list-style-type: none"> o Patients general medical condition and mobility o Patients size and ability to assist o Equipment to be used for transferring the patient Ensuring patient's 	<p>HSS/ N 5106 PC1, PC2 ,PC3 PC4 ,PC5 ,PC6</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>
					<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors</p>

			<p>privacy during the transferring process is important. Using correct equipment and following proper procedures is important to prevent injury or fall</p>			<p>Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	<p>Theory (Hrs):- 2.5</p> <p>Practical (Hrs):-2.5</p>
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<p>Ensure that the right patient is being moved out/ transferred from/within the hospital Follow relevant protocols, good practices, standards, policies and procedures while transferring the patient Use equipment and techniques correctly to avoid injury or inconvenience to the patient</p>	<p>HSS/ N 5106 Knowledge of Healthcare Provider/ Organisation and its Processes KA1 KA2 KA3</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>		
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,</p>		

						ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Technical Knowledge	How to use the equipment like wheel chairs and stretchers How to manoeuvre smaller equipment like catheters while transferring the patient How to use body mechanics while transferring the patient to prevent injury or fall	HSS/ N 5106 Technical Knowledge KB1 KB2 KB3 KB4 KB5	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse	Core Skill/ Generic Skill	Explain to the patient what is happening and where he is being	HSS/ N 5106	Theoretical Sessions:-	Theoretical Sessions:-	

and Patient Care		<p>moved Communicate with the patient and count till three so that the patient knows when to move Instruct the patient on what to do during the transferring process Check with the patient if he is comfortable regularly during the transferring process.</p>	<p>Core Skill/ Generic Skill SA1 SA2 SA3 SA4 SA5 SA6</p>	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>
Assisting Nurse and Patient Care	Professional Skill	<p>Time required by a patient to get ready for moving That the patient is wearing an appropriate footwear When to check and make request for assistance if required How to assist the patient in moving from the bed to the stretcher/wheelchair or vice versa by using correct body mechanics</p>	<p>HSS/ N 5106 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10 SB11 SB12 SB13 SB14 SB15 SB16</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Practical Sessions:- GDA Lab</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p> <p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>

			How to check all equipment before moving the patient and ensure safety of additional equipment like catheter while moving the patient		Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
7.	Assisting Nurse and Patient Care	Communicating appropriately with co-workers	After this Session the Student/Candidate would be Capable of Delivering: <ul style="list-style-type: none"> Effectively communicating with co-workers as an integral part of patient care management 	HSS/ N 5107 PC1, PC2 ,PC3 PC4 ,PC5 ,PC6	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Theory (Hrs):- 2.5 Practical (Hrs):-2.5
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized	

						mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	Communicate effectively with co- workers and follow the protocols Be patient, well-tempered and calm	HSS/ N 5107 Knowledge of Healthcare Provider/ Organisation and its Processes KA1 KA2	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor	

						Tourniquet BP apparatus
Assisting Nurse and Patient Care	Technical Knowledge	Differentiating between opinions and facts Know the local language	HSS/ N 5107 Technical Knowledge KB1 KB2 KB3	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	Record and report communications received and sent on the template Follow instructions as specified in the patient file and seek the help of provider if not having the skills Listen patiently	HSS/ N 5107 Core Skill/ Generic skill	Theoretical Sessions:- Classroom Session Lecture Session	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram	

			Provide feedback (verbal and non-verbal) to encourage smooth flow of information	SA1 SA2 SA3 SA4	Assignment Projects	Notes
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Professional Skill	How to use non-verbal communication to send across the message quickly How to plan and structure the patient related communication Avoid unwanted and unnecessary communication with patients Maintain eye contact and non-verbal communication	HSS/ N 5107 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8		Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
					Classroom Session Lecture Session Assignment Projects	Practical Sessions:-

					GDA Lab	Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
8.	Assisting Nurse and Patient Care	Prevent and control infection	After this Session the Student/Candidate would be Capable of Delivering: Effectively controlling infections as an integral part of patient care management	HSS/ N 5108 PC1, PC2 ,PC3 PC4 ,PC5 ,PC6	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Theory (Hrs):- 2.5 Practical (Hrs):-2.5
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,	

						<p>ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	Employee Health policy Personal hygiene protocols Standard procedures to prevent infection spread and maintain medical asepsis	HSS/ N 5108 Knowledge of Healthcare Provider/ Organisation and its Processes KA1 KA2 KA3	Theoretical Sessions:-	Theoretical Sessions:-	
				<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
				Practical Sessions:-	Practical Sessions:-	
				GDA Lab	<p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Assisting Nurse	Technical Knowledge	About HIV /AIDS and its spread Cleaning procedure from dirtiest	HSS/ N 5108	Theoretical Sessions:-	Theoretical Sessions:-	

		<p>to cleanest Hand wash procedure How to use personal protective gear</p>	<p>Technical Knowledge KB1 KB2 KB3 KB4</p>	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>
				<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
<p>Assisting Nurse and Patient Care</p>	<p>Core Skill/ Generic Skill</p>	<p>Record and report infection control protocols in case GDA has the required skills to capture that else inform the provider to record Read the instructions and if an individual is not able to than seek the help of nurse before taking any action Interact with the patient and explain the importance of</p>	<p>HSS/ N 5108 Core Skill/ Generic Skill SA1 SA2 SA3 SA4</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>

		infection control Make observations and communicate them correctly to the nurse or other medical professionals		Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Professional Skill	Follow procedure appropriately in order to avoid infection spread Inform the nurse in case of breach of infection control procedure Get prepared with appropriate personal protective gear Ensure all equipment are available Follow procedures and guidelines as specified Dispose biomedical waste as per guidelines	HSS/ N 5108 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10 SB11 SB12 SB13 SB14	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items –

						gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
9.	Assisting Nurse and Patient Care	Assist nurse in performing procedures as instructed in the care plan	<ul style="list-style-type: none"> Perform different procedures as a part of patient care management 	HSS/ N 5109 PC1, PC2	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 2.5</p> <p>Practical (Hrs):-2.5</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer</p>	

						Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<ul style="list-style-type: none"> Standard procedures and policies to be followed to prevent spread of infection, avoid discomfort to the patient and ensure continued treatment How to use the equipment meant to perform the procedure 	HSS/ N 5109 Knowledge of HealthCare Provider/ Organisation and its processes KA1 KA2	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Assisting Nurse and Patient Care	Technical Knowledge	<ul style="list-style-type: none"> How to perform the different procedures What is the significance of each procedure in patient management 	HSS/ N 5109 Technical Knowledge	Theoretical Sessions:- Classroom Session	Theoretical Sessions:- Audio-Visual Lab Projector Charts	

			<ul style="list-style-type: none"> How to induce an enema 	KB1 KB2 KB3 KB4	Lecture Session Assignment Projects	Diagram Notes
					Practical Sessions:-	Practical Sessions:-
					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	<ul style="list-style-type: none"> Record and report infection control protocols in case GDA has the required skills to capture that else inform the provider to record Follow instructions as specified in the patient file in case GDA has reading skill otherwise take the instructions from nurse Communicate with the patient at every stage of 	HSS/ N 5109 Core Skill/ Generic Skill SA1 SA2 SA3 SA4	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Practical Sessions:- GDA Lab Stethoscope Scissors

		<p>procedure</p> <ul style="list-style-type: none"> Understand patient's request and needs 			<p>Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Professional Skill	<ul style="list-style-type: none"> The most appropriate technique of performing the procedure Minor modifications in the procedure to improve patients comfort Which unusual observations need to be reported to the nurse 	<p>HSS/ N 5109 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,</p>

						ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
10.	Assisting Nurse and Patient Care	Assist nurse in observing and reporting change in patient condition	After this Session the Student/Candidate would be Capable of Delivering: <ul style="list-style-type: none"> Observe and report changes in patients overall condition 	HSS/ N 5110 PC1, PC2 ,PC3 PC4	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Theory (Hrs):- 2.5 Practical (Hrs):-2.5
	Assisting Nurse	Knowledge of the Healthcare Provider/ Organisation and its Processes	Severity of different type of observations and procedure of recording them	HSS /N 5110	Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
					Theoretical Sessions:-	Theoretical Sessions:-	

		<p>The specific type of observation and reporting requirements within a department</p>	<p>Knowledge of Healthcare Provider/ Organisation and its processes</p> <p>KA1 KA2</p>	<p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:- GDA Lab</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
<p>Assisting Nurse and Patient Care</p>	<p>Technical Knowledge</p>	<p>What are different type of observations and how they can impact patients health Different changes in skin colour and their implications Different changes in odour of urine and faeces and their implication Alteration in consistency of eliminations Skin abrasions or injuries Subjective patient complaints like</p>	<p>HSS /N 5110</p> <p>Technical Knowledge</p> <p>KB1 KB2 KB3 KB4 KB5 KB6</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p>

		dizziness, disorientation		GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	Recording and reporting patient's condition on the template Follow instructions as specified on the file or ask provider in case GDA is not able to read	HSS /N 5110 Core Skill/ Generic Skill SA1 SA2 SA3 SA4	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves,

					<p>cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Professional Skill	<p>Provide adequate and satisfying response to subjective questions of the patients regarding certain observation Provide simple solutions like change in position to alleviate pain associated with bed sores Ask patients questions regarding the unusual observation to confirm its onset and progression Explain to the patient the implications of the observation and request modifications to improve condition</p>	<p>HSS /N 5110 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet</p>

						BP apparatus	
11.	Assisting Nurse and Patient Care	Assist nurse in measuring patient parameters accurately	<ul style="list-style-type: none"> After this Session the Student/Candidate would be Capable of Delivering: Taking measurements like weight and height 	HSS/ N 5111 PC1, PC2 ,PC3 PC4	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 5</p> <p>Practical (Hrs):-5</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
	Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<ul style="list-style-type: none"> How to use different types of scales including digital, manual, standard, chair and bed scales How to read the scales 	HSS/ N 5111	<p>Theoretical Sessions:-</p> <p>Classroom Session</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts</p>	

			<ul style="list-style-type: none"> correctly and avoid errors The standard procedure while measuring weights like empty bladder, empty bowel and light clothing Safety of the patient and never leave the patient unattended 	<p>Knowledge of Healthcare Provider/ Organisation and its processes</p> <p>KA1 KA2 KA3 KA4</p>	<p>Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Diagram Notes</p> <p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Assisting Nurse and Patient Care	Technical Knowledge	<ul style="list-style-type: none"> How to calibrate the different types of scales How to make adjustments in measurements to ensure correct recordings How to place/position the patient on the scales to avoid faulty recordings How to measure the urine output Unusual findings in measurements and report them immediately 	<p>HSS/ N 5111</p> <p>Technical Knowledge</p> <p>KB1 KB2 KB3 KB4 KB5 KB6</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors</p>	

					Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	<ul style="list-style-type: none"> Record weight and height correctly on the template Report unusual findings to the nurse and record them after verification Notice any changes in previous measurements and report them to the nurse Follow instructions as specified on the file before taking the measurements or seek providers help 	HSS/ N 5111 Core Skill/ Generic Skill	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
			SA1 SA2 SA3 SA4 SA5 SA6 SA7	Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,

						<p>ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
	Assisting Nurse and Patient Care	Professional Skill	<ul style="list-style-type: none"> Ensure that the scales are calibrated correctly Identify significant changes in the measurements and inform them to the nurse Know which type of weighing scale to be used depending upon the condition of the patient Ensure that the correct equipment is in place to make measurements Calibrate and arrange the equipment before taking measurements 	<p>HSS/ N 5111</p> <p>Professional Skill</p> <p>SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10 SB11</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
12.	Assisting Nurse	Respond to patient's Call	<ul style="list-style-type: none"> After this Session the 	HSS/ N 5112	Theoretical Sessions:-	Theoretical Sessions:-	Theory (Hrs):-

	and Patient Care		<p>Student/Candidate would be Capable of Delivering:</p> <ul style="list-style-type: none"> Responding to call bell 	<p>PC1, PC2 PC3 PC4,PC5</p>	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>5 Practical (Hrs):-5</p>
					<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
	Assisting Nurse and Patient Care	Knowledge of the Healthcare Provider/ Organisation and its Processes	<ul style="list-style-type: none"> Procedures and codes to be followed in case of call bell The emergency protocols to be followed in case of call bell being pressed to urgent needs 	<p>HSS/ N 5112 Knowledge of the Healthcare Provider/ Organisation and its Process KA1 KA2</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>	

					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Assisting Nurse and Patient Care	Technical Knowledge	<ul style="list-style-type: none"> • How response time is linked with patient satisfaction • When to turn off the call bell • Common reasons for non-medical bell calls like elimination, need for drinking water or turning off the light. • The medical reasons for bell calls and communicate them promptly to the nurse • How to use patient bed equipment for different bed positions like 	<p>HSS/ N 5112</p> <p>Technical Knowledge</p> <p>KB1 KB2 KB3 KB4 KB5 KB6 KB7</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items –</p>

			propping			gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Assisting Nurse and Patient Care	Core Skill/ Generic Skill	<ul style="list-style-type: none"> • Be courteous and seek patients permission to enter the room • Understand the patients request for which the bell call was made • Communicate to the patient one's understanding of the request • Encourage the patient to use the call bell for any other need 	HSS/ N 5112 Core Skill/ Generic Skill SA1 SA3 SA4	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer

						Tongue depressor Tourniquet BP apparatus	
	Assisting Nurse and Patient Care	Professional Skill	<p>Know the reason of request (medical or non-medical) and when to inform the nurse</p> <p>Scan the patients surrounding and verify if everything is in order</p> <p>Be quick to respond to a bell call</p> <p>Check for any additional needs that the patient may have by scanning the patient surroundings</p> <p>Encourage the patient to use the call bell whenever needed</p>	<p>HSS/ N 5112</p> <p>Professional Skill</p> <p>SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
14.	Fundamental of Nursing and Patient care along with Different Kind of	Clean medical equipment under supervision of nurse	<ul style="list-style-type: none"> After this Session the Student/Candidate would be Capable of Delivering: 	<p>HSS/ N 5113</p> <p>PC1, PC2 PC3 PC4,PC5</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts</p>	<p>Theory (Hrs):- 5</p> <p>Practical (Hrs):- 5</p>

	Healthcare Supports and Deliverables		Cleaning, handling routine maintenance and sterilization		Lecture Session Assignment Projects	Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and	

						other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Knowledge of the HealthCare provider / Organisation and its product	<ul style="list-style-type: none"> Relevant protocols, good practices, standards, policies and procedures Procedures required for cleaning the equipment as per organisation protocol or nurse 	HSS/ N 5113 Knowledge of the HealthCare provider / Organisation and its product KA1 KA2	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
						Practical Sessions:- GDA Lab
Fundamental of Nursing and	Technical Knowledge	<ul style="list-style-type: none"> How to clean the equipment 	HSS/ N 5113	Theoretical Sessions:-	Theoretical Sessions:-	

Patient care along with Different Kind of Healthcare Supports and Deliverables		<ul style="list-style-type: none"> The procedures to clean the equipment How to dispose of waste safely or seek the help of nurse 	<p>Technical Knowledge</p> <p>KB1 KB2 KB3</p>	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Core Skill/ Generic Skill	<ul style="list-style-type: none"> How to enter the procedure in the template How to read the symbols on the equipment and if not able to then seek the help of nurse Discuss procedures with the nurse to carry the process effectively 	<p>HSS/ N 5113</p> <p>Core Skill/ Generic Skill</p> <p>SA1 SA2 SA3</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>

					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Professional Skill	<ul style="list-style-type: none"> Take decisions regarding the existing processes with the help of nurse How to plan the procedure under the guidance of nurse The error occurred during the procedure and seek the help of nurse for solving the problem 	HSS/ N 5113 Professional Skill SB1 SB2 SB3	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves,

						cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
15.	Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Transport patient samples, drugs, patient documents and manage changing and transporting laundry/ linen on the floor	After this Session the Student/Candidate would be Capable of Delivering: <ul style="list-style-type: none"> Transporting patient samples, drugs, patient documents and manage changing and transporting laundry/ linen on the floor with care to prevent the spread of infection 	HSS/ N 5114 PC1 PC2 PC3 PC4 PC5 PC6	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 5</p> <p>Practical (Hrs):- 5</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet</p>	

						BP apparatus
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Knowledge of the HealthCare provider / Organisation and its product	<ul style="list-style-type: none"> Relevant protocols, good practices, standards, policies and procedures Procedures required for cleaning the equipment as per organisation protocol or nurse 	HSS/ N 5114 Knowledge of Healthcare Provider/ Organisation and its processes KA1 KA2	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Fundamental of Nursing and	Technical Knowledge	<ul style="list-style-type: none"> How to clean the linen trolleys 	HSS/ N 5114	Theoretical Sessions:-	Theoretical Sessions:-	

Patient care along with Different Kind of Healthcare Supports and Deliverables		<ul style="list-style-type: none"> • How to use personal protective equipment • How to handover the document and drugs and receive the acknowledgment • Where an exposure occurs while transporting clean linen: • report the incident immediately and seek further advice on the need for further medical care • document the incident, following local policies 	<p>Technical Knowledge</p> <p>KB1 KB2 KB3 KB4</p>	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
				<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Core Skill/ Generic Skill	<ul style="list-style-type: none"> • How to enter the procedure in the template • How to read the symbols on the equipment and if not able to then seek the help of nurse • Discuss procedures with the nurse to carry the process effectively 	<p>HSS/ N 5114</p> <p>Core Skill/ Generic Skill</p> <p>SA1 SA2 SA3</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
				<p>Practical Sessions:-</p>	<p>Practical Sessions:-</p>	

					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Professional Skill	<ul style="list-style-type: none"> • Make decisions regarding the existing processes with the help of nurse • Plan the procedure under the guidance of nurse • The error occurred during the procedure and seek the help of nurse for solving the problem 	HSS/ N 5114	Professional Skill SB1 SB2 SB3	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls	

						OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
16.	Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Carry out last office (death care)	After this Session the Student/Candidate would be Capable of Delivering: <ul style="list-style-type: none"> Providing post death care and preserving privacy and dignity of the deceased, respecting their cultural/religious beliefs and personal wishes where possible 	HSS/ N 5115 PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8 PC9 PC10	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 3</p> <p>Practical (Hrs):-3</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	

Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Knowledge of the HealthCare provider / Organisation and its product	<ul style="list-style-type: none"> Follow relevant protocols, good practices, standards, policies and procedures Use equipment and techniques correctly to avoid inconvenience 	HSS/ N 5115 Knowledge of Healthcare Provider/ Organisation and its Processes KA4 KA5	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and	Technical Knowledge	<ul style="list-style-type: none"> Put on Personal Protective Equipment (PPE) i.e. gloves, plastic apron and surgical mask if required Remove all clothing, cover with a sheet and wash patient, shave if 	HSS/ N 5115 Technical Knowledge KB1 KB2 KB3 KB4 KB5	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes

Deliverables		<p>appropriate, comb hair and dress in gown, or their own nightwear or clothing as per patient/ relatives wishes</p> <ul style="list-style-type: none"> Place arms by their sides Ensure an identification band is put on the patient's wrist containing the following information: Patient's Name, Hospital Number, Date of Birth Wrap the patient carefully in a sheet and fasten with tape 		<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Core Skill/ Generic Skill	<ul style="list-style-type: none"> Record when and where the patient body is being moved, in case of GDA not able to write the needs to inform the provider and get that recorded Know the patient by registration number and name while being moved from the hospital Interact with the concerned nurse regarding the process 	<p>HSS/ N 5115 Core Skill/ Generic Skill SA9 SA8</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:- GDA Lab</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap</p>	

						Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Fundamental of Nursing and Patient care along with Different Kind of Healthcare Supports and Deliverables	Professional Skill	<ul style="list-style-type: none"> When assistance or additional help is required Always push forward except when moving on and off elevators When to set brakes at destination only to prevent falls and injuries The location where the patient needs to be transported to Honour the spritual and cultural wishes of the deceased person and their family Ensure that the privacy and dignity of the deceased person is maintained 	HSS/ N 5115 Professional Skill SB17 SB18 SB19 SB20 SB21 SB22	Theoretical Sessions:-	Theoretical Sessions:-	
				Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:-	Practical Sessions:-	
				GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency	

						meds) Thermometer Tongue depressor Tourniquet BP apparatus	
17.	Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.	Act within the limits of your competence and authority	<ul style="list-style-type: none"> After this Session the Student/Candidate would be Capable of Delivering: Acting within the limit of one's competence and authority; Knowing one's job role Knowing one's job responsibility o Recognising the job role and responsibilities of co workers 	HSS/ N 9603 PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 3</p> <p>Practical (Hrs):-3</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
	Office Culture and Protocol management	Knowledge of the HealthCare provider / Organisation and its product	<ul style="list-style-type: none"> The relevant legislation, standards, policies, and procedures followed in 	HSS/ N 9603 Knowledge of	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab	

aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> the organisation The medical procedures and functioning of required medical equipment Role and importance of assisting other healthcare providers in delivering care 	Healthcare Provider/ Organisation and its product KA1 KA2 KA3	Classroom Session Lecture Session Assignment Projects	Projector Charts Diagram Notes
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.	Technical Knowledge	<ul style="list-style-type: none"> The boundaries of one's role and responsibilities and other team members The reasons for working within the limits of one's competence and authority The importance of personally promoting and demonstrating good practice The legislation, protocols 	HSS/ N 9603 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6 KB7 KB8 KB9 KB10 KB11 KB12 KB13 KB14	Theoretical Sessions:-	Theoretical Sessions:-
				Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:-	Practical Sessions:-

			<p>and guidelines effecting one's work</p> <ul style="list-style-type: none"> • The organisational systems and requirements relevant to one's role • The sources of information that can be accessed to maintain an awareness of • research and developments in one's area of work 		GDA Lab	<p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.	Core Skill/ Generic Skill	<ul style="list-style-type: none"> • Document reports, task lists, and schedules • Prepare status and progress reports • Record daily activities • Update other co-workers 	<p>HSS/ N 9603</p> <p>Core Skill/ Generic Skill</p> <p>SA1 SA2 SA3 SA4 SA5 SA6 SA7 SA8 SA9 SA10</p>		<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls</p>

						OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.	Professional Skill	<ul style="list-style-type: none"> Communicate effectively with patients and their family, physicians, and other members of the health care team Be responsive and listen empathetically to establish rapport in a way that promotes openness on issues of concern Be sensitive to potential cultural differences Maintain patient confidentiality Respect the rights of the patient(s) 	HSS/ N 9603 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6	Theoretical Sessions:-	Theoretical Sessions:-		
				Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes		
				Practical Sessions:-	Practical Sessions:-		
				GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus		

18.	Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.	Work effectively with others	<ul style="list-style-type: none"> After this Session the Student/Candidate would be Capable of Delivering: Working with other people to meet requirements 	HSS/ N 9604 PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Theory (Hrs):- 3 Practical (Hrs):-3
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
	Office Culture and Protocol management aligning with Personal Efficiency and Job		<ul style="list-style-type: none"> The people who make up the team and how they fit into the work of the organisation The responsibilities of the team and their importance to the organisation 	HSS/ N 9604 Knowledge of the healthcare provider/Organisation and its product KA1 KA2 KA3 KA4	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	

Requirements.		<ul style="list-style-type: none"> The business, mission, and objectives of the organisation Effective working relationships with the people external to the team, with which the individual works on a regular basis Procedures in the organisation to deal with conflict and poor working relationships 	KA5	<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> The importance of communicating clearly and effectively with other people and how to do so face-to-face, by telephone and in writing The essential information that needs to be shared with other people The importance of effective working relationships 	<p>HSS/ N 9604</p> <p>Technical Knowledge</p> <p>KB1 KB2 KB3 KB4 KB5 KB6 KB7</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap</p>	

						Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> Communicate essential information in writing Write effective communications to share information with the team members and other people outside the team Communicate essential information to colleagues face-to-face or through telecommunications Question others appropriately in order to understand the nature of the request or compliant 	HSS/ N 9604 Core Skill/ Generic Skill SA1 SA2 SA3 SA4 SA5	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency

						meds) Thermometer Tongue depressor Tourniquet BP apparatus	
	Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> • Make decisions pertaining to work • Plan and organise files and documents • Communicate effectively with patients and their family, physicians, and other members of the health care team • Be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern • Be sensitive to potential cultural differences • Maintain patient confidentiality • Respect the rights of the patient(s) 	HSS/ N 9604 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
19.	Office Culture and Protocol management	Manage work to meet requirements	<ul style="list-style-type: none"> • After this Session the Student/Candidate would be Capable of 	HSS/ N 9605	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab	Theory (Hrs):- 3

aligning with Personal Efficiency and Job Requirements.		Delivering: Establishing and managing requirements	PC1 PC2 PC3 PC4 PC5	Classroom Session Lecture Session Assignment Projects	Projector Charts Diagram Notes	Practical (Hrs):-3
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> The relevant policies and procedures of the organisation The information that is considered confidential to the organisation The scope of work of the role 	HSS/ N 9605 Knowledge of The healthcare provider/organisation or its process KA1 KA2 KA3	Theoretical Sessions:-	Theoretical Sessions:-	
				Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:-	Practical Sessions:-	

					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> The importance of asking the appropriate individual for help when required The importance of planning, prioritising and organising work The importance of clearly establishing work requirement The importance of being flexible in changing priorities when the importance and urgency comes into play How to make efficient use of time, and to avoid things that may prevent work deliverables from being expedited The importance of 	HSS/ N 9605 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6 KB7 KB8 KB9 KB10	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
					Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab

			keeping the work area clean and tidy			OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> Report progress and results Record problems and resolutions Report progress and results Interact with other individuals Negotiate requirements and revised agreements for delivering them 	HSS/ N 9605 Core Skill/ Generic Skill SA1 SA2 SA3 SA4 SA5 SA6 SA7	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
					Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab

	Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> • Make decisions pertaining to the work • Communicate effectively with patients and their family, physicians, and other members of the health care team • Be sensitive to potential cultural differences • . Maintain patient confidentiality • . Respect the rights of the patient(s) 	<p>HSS/ N 9605</p> <p>Professional Skill</p> <p>SB1 SB2 SB3 SB4 SB5 SB6 SB7</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
20.	Office Culture and Protocol management aligning with Personal Efficiency and Job	Maintain a safe, healthy and secure environment	<ul style="list-style-type: none"> • After this Session the Student/Candidate would be Capable of Delivering: <p>Complying the health, safety and security requirements and</p>	<p>HSS/ N 9606</p> <p>PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8 PC9</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 3</p> <p>Practical (Hrs):-3</p>

Requirements.		procedures for workplace		Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microscope Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> The importance of health, safety, and security in the workplace The basic requirements of the health and safety and other legislations and regulations that apply to the workplace The person(s) responsible for maintaining healthy, safe, and secure workplace 	HSS/ N 9606 Knowledge of Healthcare Provider/ Organisation and its processes KA1 KA2 KA3 KA4 KA5 KA6	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:-	Practical Sessions:- Stethoscope

			<ul style="list-style-type: none"> . The relevant up-to-date information on health, safety, and security that applies 		GDA Lab	Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> Requirements of health, safety and security in workplace How to create safety records and maintaining them The importance of being alert to health, safety, and security hazards in the work environment The common health, safety, and security hazards that affect people working in an administrative role 	HSS/ N 9606 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab	

						(cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> Report and record incidents Read and understand company policies and procedures Clearly report hazards and incidents with the appropriate level of urgency 	HSS/ N 9606 Core Skill/ Generic Skill SA1 SA2 SA3	Theoretical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
					Classroom Session Lecture Session Assignment Projects	Practical Sessions:- GDA Lab

	Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> • Make decisions pertaining to the area of work • Plan for safety of the work environment • Communicate effectively with patients and their family, physicians, and other members of the health care team • Be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern • Be sensitive to potential cultural differences • Maintain patient confidentiality • Respect the rights of the patient(s) 	HSS/ N 9606 Professional Skill SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 SB10	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
21.	Office Culture and Protocol management aligning with Personal Efficiency and Job	Practice Code of conduct while performing duties	<ul style="list-style-type: none"> • After this Session the Student/Candidate would be Capable of Delivering: • Recognizing the guidelines and protocols relevant to the field and practice 	HSS/ N 9607 PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	Theory (Hrs):- 3 Practical (Hrs):-3

Requirements.				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.		<ul style="list-style-type: none"> • Relevant legislation, standards, policies, and procedures followed in the hospital • How to engage and interact with other providers in order to deliver quality and maintain continued care • Personal hygiene measures and handling techniques 	HSS/ N 9607 Knowledge of the health provider organisation and its processes KA1 KA2 KA3	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap	

						Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> The limitations and scope of the role and responsibilities along with an understanding of roles and responsibilities of others The importance of working within the limits of one's competence and authority 	HSS/ N 9607 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6 KB7 KB8 KB9 KB10 KB11 KB12	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency

						meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture and Protocol management aligning with Personal Efficiency and Job Requirements.			<ul style="list-style-type: none"> Document reports, task lists, and schedules with co-workers Prepare status and progress reports related to patient care Update the physician and the other co-workers 	HSS/ N 9607 Core Skill/ Generic Skill SA1 SA2 SA3 SA4 SA5 SA6 SA7 SA8	Theoretical Sessions:-	Theoretical Sessions:-
					Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes
					Practical Sessions:-	Practical Sessions:-
					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Office Culture			<ul style="list-style-type: none"> Communicate effectively 	HSS/ N 9607 Professional Skill	Theoretical Sessions:-	Theoretical Sessions:-

	and Protocol management aligning with Personal Efficiency and Job Requirements.		<p>with patients and their family, physicians, and other members of the health care team</p> <ul style="list-style-type: none"> • Maintain patient confidentiality • Respect the rights of the patient(s) • Respond patients' queries and concerns • Maintain personal hygiene to enhance patient safety 	SB1 SB2 SB3 SB4 SB5 SB6 SB7	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>	
					<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
22.	Effective Govt. Policies Understanding and Implementation	Follow biomedical waste disposal protocols	<ul style="list-style-type: none"> • After this Session the Student/Candidate would be Capable of Delivering: • Classification of the Waste Generated 	<p>HSS/ N 9609 PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8 PC9 PC10</p>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 3 Practical (Hrs):-3</p>

					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Effective Govt. Policies Understanding and Implementation		<ul style="list-style-type: none"> Basic requirements of the health and safety and other legislations and regulations that apply to the organisation Person(s) responsible for health, safety, and security in the organisation Relevant up-to-date information on health, safety, and security that applies to the organisation Organisation's emergency procedures and responsibilities for handling hazardous 	HSS/ N 9609 Knowledge of the Healthcare provider/ Organisation and its processes KA1 KA2 KA3 KA4	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes		
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items –	

			situations			gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Effective Govt. Policies Understanding and Implementation			<ul style="list-style-type: none"> How to categorise waste according to national, local and organisational guidelines The appropriate approved disposal routes for waste The appropriate containment or dismantling requirements for waste and how to make the waste safe for disposal The importance to adhere to the organisational and national waste management principles and procedures The hazards and risks associated with the disposal and the importance of risk assessments and how to provide these 	HSS/ N 9609 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6 KB7 KB8 KB9 KB10 KB11 KB12 KB13 KB14 KB15 KB16	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer	

						Tongue depressor Tourniquet BP apparatus
Effective Govt. Policies Understanding and Implementation		<ul style="list-style-type: none"> Report and record incidents Read and understand company policies and procedures for managing biomedical waste Report hazards and incidents clearly with the appropriate level of urgency 	HSS/ N 9609 Core Skill/ Generic Skill SA1 SA2 SA3	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Effective Govt. Policies Understanding and		<ul style="list-style-type: none"> Make decisions pertaining to the area of work Exhibit commitment to the organisation and 	HSS/ N 9609 Professional Skill SB1 SB2 SB3 SB4 SB5	Theoretical Sessions:- Classroom Session	Theoretical Sessions:- Audio-Visual Lab Projector Charts	

Implementation		<p>exert effort and perseverance</p> <ul style="list-style-type: none"> Organise files and documents Plan for safety of the work environment Recommend and implement plan of action 	SB6 SB7 SB8 SB9 SB10	Lecture Session Assignment Projects	Diagram Notes
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Effective Govt. Policies Understanding and Implementation		<ul style="list-style-type: none"> After this Session the Student/Candidate would be Capable of Delivering: Complying with an effective infection control strategy with an effective infection control strategy that ensures the safety of the patient (or end-user of health-related products/services) Maintaining personal 	HSS/ N 9610 PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8 PC9 PC10 PC11 PC12 PC13 PC14 PC15 PC16 PC17 PC18 PC19 PC20 PC21 PC22 PC23 PC24 PC25 PC26 PC27 PC28 PC29 PC30 PC31 PC32 PC33 PC34 PC35 PC36 PC37	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors

	<p>protection and preventing the transmission of infections from person to person</p>		<p>Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>				
<p>Effective Govt. Policies Understanding and Implementation</p>	<ul style="list-style-type: none"> • The organisation's infection control policies and procedures • Organisation requirements relating to immunisation, where applicable • Standard precautions • Good personal hygiene practice including hand care 	<p>HSS/ N 9610 Knowledge of Healthcare Provider/ Organisation and its Processes KA3 KA4 KA5 KA6</p>	<table border="1"> <tr> <td data-bbox="1440 699 1648 1011"> <p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p> </td> <td data-bbox="1648 699 1917 1011"> <p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p> </td> </tr> <tr> <td data-bbox="1440 1011 1648 1442"> <p>Practical Sessions:- GDA Lab</p> </td> <td data-bbox="1648 1011 1917 1442"> <p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,</p> </td> </tr> </table>	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,</p>
<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p>						
<p>Practical Sessions:- GDA Lab</p>	<p>Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines,</p>						

				ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus
Effective Govt. Policies Understanding and Implementation	<ul style="list-style-type: none"> • Additional precautions • Aspects of infectious diseases including: <ul style="list-style-type: none"> - opportunistic organisms - pathogens • How to clean and sterile techniques • The path of disease transmission: <ul style="list-style-type: none"> - paths of transmission including direct contact and penetrating injuries - risk of acquisition 	HSS/ N 9610 Technical Knowledge KB5 KB6 KB7 KB8 KB9 KB10 KB11 KB12 KB13 KB14 KB15 KB16	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes
Effective Govt.	<ul style="list-style-type: none"> • Consistently apply hand 	HSS/ N 9610	Theoretical Sessions:-	Theoretical Sessions:-
			Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus

<p>Policies Understanding and Implementation</p>	<p>washing, personal hygiene and personal protection protocols</p> <ul style="list-style-type: none"> Consistently apply clean and sterile techniques Consistently apply protocols to limit contamination 	<p>Core Skill/ Generic Skill</p> <p>SA5 SA6 SA7 SA8 SA9 SA10</p>	<p>Classroom Session Lecture Session Assignment Projects</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p>
<p>Effective Govt. Policies Understanding and Implementation</p>	<ul style="list-style-type: none"> Consistently ensure instruments used for invasive procedures are sterile at time of use (where appropriate) Consistently follow the procedure for washing and drying hands Consistently limit 	<p>HSS/ N 9610</p> <p>Professional Skill</p> <p>SB5 SB6 SB7 SB8 SB9 SB10</p> <p>SB11 SB12 SB13 SB14 SB15 SB16 SB17</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Practical Sessions:-</p> <p>GDA Lab</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p> <p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>

			<p>contamination</p> <ul style="list-style-type: none"> Consistently maintain clean surfaces and manage blood and body fluid spills 		<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus</p>	
23.	Effective Govt. Policies Understanding and Implementation	Follow infection control policies and procedures	<ul style="list-style-type: none"> Monitor treatment process/outcomes Identify problems in treatment process/outcomes Solve treatment process/outcome problems Attend class/read publications to continue industry education Identify needs and expectations of patient/health care professionals 	<p>HSS/ N 9611</p> <p>PC1 PC2 PC3 PC4 PC5 PC6 PC7 PC8 PC9 PC10</p>	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	<p>Theory (Hrs):- 4</p> <p>Practical (Hrs):-4</p>
					<p>Practical Sessions:-</p> <p>GDA Lab</p>	<p>Practical Sessions:-</p> <p>Stethoscope Scissors Microspore Medical Tap Sanitizer</p>	

						Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Effective Govt. Policies Understanding and Implementation			Basic requirements of the health and safety and other legislations and regulations that apply to the organisation Person(s) responsible for health, safety, and security in the organisation Relevant up-to-date information on health, safety, and security that applies to the organisation	HSS/ N 9611	Theoretical Sessions:-	Theoretical Sessions:-	
				Knowledge of Healthcare Provider/ Organisation and its Processes	Classroom Session Lecture Session Assignment Projects	Audio-Visual Lab Projector Charts Diagram Notes	
				KA1KA2 KA3 KA4	Practical Sessions:-	Practical Sessions:-	
					GDA Lab	Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized	

						mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Effective Govt. Policies Understanding and Implementation			Evaluate treatment goals, process and outcomes Identify problems/deficiencies in dental hygiene treatment goals, processes and outcomes Accurately identify problems in dental hygiene care Conduct research Select and implement proper hygiene interventions	HSS/ N 9611 Technical Knowledge KB1 KB2 KB3 KB4 KB5 KB6 KB7 KB8 KB9 KB10 KB11 KB16	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet	

						BP apparatus
Effective Govt. Policies Understanding and Implementation		Report and record incidents Read and understand company policies and procedures Report hazards and incidents clearly with the appropriate level of urgency	HSS/ N 9611 Core Skill/ Generic Skill SA1 SA2 SA3	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	
				Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	
Effective Govt. Policies Understanding and Implementation		Organise files and documents Plan for safety of the work environment Recommend and implement plan of action	HSS/ N 9611 Professional Skill	Theoretical Sessions:- Classroom Session Lecture Session Assignment	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes	

				SB1 SB2 SB3 SB4 SB1 SB2 SB3 SB4 SB5 SB6	Projects		
					Practical Sessions:- GDA Lab	Practical Sessions:- Stethoscope Scissors Microspore Medical Tap Sanitizer Sanitary items – gauze, sterilized mask and gloves, cotton balls OTC pharmacy items (cold medicines, ibuprofen and other emergency meds) Thermometer Tongue depressor Tourniquet BP apparatus	

Additional other than qualification as required for the job role

24.1	Communicative English and Official Communication (Written and Oral)	Candidate should able to Communicate in English.	<ul style="list-style-type: none"> English is the most commonly used language among foreign language speakers. To understand the medical term and terminology it is must that candidate able to communicate in English Knowing English will make Candidate bilingual and more employable in every country in the world. 	Additional as Required for the Job Role	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects Practical Sessions:-	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes Practical Sessions:- Not Applicable	Theory (Hrs): 10 Hrs
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					Not Applicable		
24.2	Communicative English and Official Communication (Written and Oral)	Candidate should able to read and write so that he/she should able to understand the prescription.	<ul style="list-style-type: none"> • Writing must be concise, informative and easy to read as both an informative and instructional too • These documents ensure clarity among employees and minimize the chance for any misunderstanding. • Written communication is also important for instructing employees on certain tasks and projects. • The written instructions may inform the employee whom to contact for certain information. • Written presentations are an effective means of providing key information to other departments. • Written communication helps in laying down apparent principles, policies and rules for running of an organization. • It is a permanent means of communication. Thus, it is useful where record maintenance is required. • Written communication is more precise and explicit. 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Theory (Hrs): 10 Hrs</p>
25.1	Computer Fundamentals	Candidate should able to use computer for maintaining records for statistical database	<ul style="list-style-type: none"> • The usage of computer increases the proficiency in collection updating recording controlling and storing of information for future usage 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector</p>	<p>Theory (Hrs): 10 Hrs</p> <p>Practical</p>

			<p>by any organisation.</p> <ul style="list-style-type: none"> • It that the act of “RECORD KEEPING” • To able to maintain proper record keeping system, accounting and business management system 		<p>Session Lecture Session Assignment Projects</p> <p>Practical Sessions:- Computer Lab</p>	<p>Charts Diagram Notes</p> <p>Practical Sessions:- Audio-Visual Lab Projector Desktop Computers Network Printers Application Tools Microsoft Office Package 2007</p>	(Hrs): 10 Hrs
25.2	Computer Fundamentals	Candidate should able to use computer for maintaining records for medical store.	<ul style="list-style-type: none"> • The usage of computer increases the proficiency in collection updating recording controlling and storing of information for future usage by any organisation. • It that the act of “RECORD KEEPING” • To able to maintain proper record keeping system, accounting and business management system • To able to records all the medicine in the store and able to understand the proper requirement of medicine 	Additional as Required for the Job Role	<p>Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:- Computer Lab</p>	<p>Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:- Audio-Visual Lab Projector Desktop Computers Network Printers Application Tools Microsoft Office Package 2007</p>	
26.1	Fundamentals of Nursing, Pharmacology	Fundamentals of Nursing	<ul style="list-style-type: none"> • Definition of Nursing, Principles of Nursing, Development of Nursing, 	Additional as Required for the Job Role	Theoretical Sessions:-	Theoretical Sessions:-	Theory (Hrs): 10 Hrs

	and Microbiology		<p>Etiquettes of nursing profession, Ethics of nursing, duties and responsibilities of nurse, Qualities of a Nurse, the Nurse and Legislation</p> <ul style="list-style-type: none"> • Introduction of Nursing – A general view, origin of nursing, goals and scope of nursing, interpersonal relationships, Basic nursing principles, nursing procedures and nursing techniques, important factors of a procedure, needed steps or stages of a procedure • Hospital – Functions of hospital, types of hospital, hospital Housekeeping, Principles of housekeeping, care of clothes, pillows, mattress, care of furniture, care of sanitary units, place of patient in the hospital, environmental hygiene, personal hygiene – oral hygiene, skin care, hair bath, body bath, care of eye and perenial care, Micro organisms and disease transmission, Importance of cleanliness and cleaning agents • Basic Nursing care needs of the patient – Psychological, social & Spiritual needs, Physical comfort, Hygienic needs, Nutritional needs, elimination needs, observation, medication needs, giving and taking of bed pan, giving and removing urinal, constipation, 		<p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:- Mock Dental Practicals</p>	<p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:- Mock Dental Practicals and Dental Clinic training</p>	<p>Practical (Hrs): 10 Hrs</p>
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			causes of constipation				
26.2	Fundamentals of Nursing, Pharmacology and Microbiology	Pharmacology	<ul style="list-style-type: none"> • Definition, Drugs, pharmacy, routes of administration, various types of drugs, its advantages and disadvantages • Dose-definition, Minimum dose, maximum dose – over dose, oral administration, purpose of administration, methods of administration, calculating dosage, domestic measurement, metric system, and table measure • Injection – definition, purpose of injection, common dangers of injection, different routes, infusion 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>Mock Dental Practicals</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Mock Dental Practicals and Dental Clinic training</p>	<p>Theory (Hrs): 6 Hrs</p> <p>Practical (Hrs): 6 Hrs</p>
26.3	Fundamentals of Nursing, Pharmacology and Microbiology	Microbiology	<ul style="list-style-type: none"> • Infection, sterilization – disinfection • Methods of transmission of diseases • Immunity – types • Bacteria – Common bacteria • Viruses – small pox virus, chicken pox virus, measles, polio, aids viruses 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>Mock Dental</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Mock Dental Practicals and Dental Clinic training</p>	<p>Theory (Hrs): 6 Hrs</p> <p>Practical (Hrs): 6 Hrs</p>

					Practicals		
27.1	Anatomy and Physiology, Sociology, Psychology and First Aid	Anatomy	ANATOMY: <ul style="list-style-type: none"> • General Anatomy of Human Body • Systems of Body • Functions of Each System • Diseases caused to each system • Care of each system 	Additional as Required for the Job Role	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects Practical Sessions:- Not Applicable	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes Practical Sessions:- Not Applicable	Theory (Hrs): 2 Hrs
27.2	Anatomy and Physiology, Sociology, Psychology and First Aid	Physiology	PHYSIOLOGY: <ul style="list-style-type: none"> • Human Body • Function of each organ • Disorders of Organ 	Additional as Required for the Job Role	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects Practical Sessions:- Not Applicable	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes Practical Sessions:- Not Applicable	Theory (Hrs): 2 Hrs
27.3	Anatomy and Physiology, Sociology, Psychology and First Aid	Sociology	SOCIOLOGY: <ul style="list-style-type: none"> • Definition of Sociology and Social problems • How illness affect society • Role of Society in preventing epidermis diseases 	Additional as Required for the Job Role	Theoretical Sessions:- Classroom Session Lecture Session	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram	Theory (Hrs): 2 Hrs

					Assignment Projects	Notes	
					Practical Sessions:- Not Applicable	Practical Sessions:- Not Applicable	
27.4	Anatomy and Physiology, Sociology, Psychology and First Aid	Psychology	PSYCHOLOGY: <ul style="list-style-type: none"> • Definition • Psychology of sick person • Need for psychological support to sick person • Mental adjustment of individuals • Care of mentally retarded & insane persons 	Additional as Required for the Job Role	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects Practical Sessions:- Not Applicable	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes Practical Sessions:- Not Applicable	Theory (Hrs): 2 Hrs
27.5	Anatomy and Physiology, Sociology, Psychology and First Aid	First Aid	FIRST AID: <ul style="list-style-type: none"> • Definition, first aider – definition, duties and responsibilities • Artificial respiration • Electric shocks, Burns, Scalds, shock • Control of Bleeding and unconsciousness • Bleeding from Nose & Ear, Epileptic Fits • Fractures & Injuries, Dislocation and High Fever • Something get struck in the throat • Drowning, insect bite, snake 	Additional as Required for the Job Role	Theoretical Sessions:- Classroom Session Lecture Session Assignment Projects Practical Sessions:- Not Applicable	Theoretical Sessions:- Audio-Visual Lab Projector Charts Diagram Notes Practical Sessions:- Not Applicable	Theory (Hrs): 2 Hrs

			bite, Dog Bite, Food Poisoning, Chemical Poisoning				
28.1	Nursing, Social and Preventive Medicine and Medical Surgical Nursing	Nursing, Social and Preventive Medicine	<ul style="list-style-type: none"> Artificial needling - nasal gastric gavage, gastrostomy and enter ostomy feeding, rectal feeding, I.V.infusions Blood-blood transfusion Irrigations and instillations-eye irrigation, ear irrigation, vaginal irrigation, rectal irrigation, gastric lavage, rectal examination, lumbar puncture Theatre technique - surgeons room, nurse room, instruments room, general instrument, pre and post operative care, general nursing care, incision and drainage, wound suturing, suturing materials, clips Anaesthesia - general anaesthesia, signs and stages of anaesthesia, classification of general anaesthesia, intravenous anaesthesia, local anaesthesia, spinal anaesthesia Pre-operative care, post-operative care reports and records 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	Theory (Hrs): 5 Hrs
29.1	Nursing, Social and Preventive Medicine and Medical Surgical Nursing	Introduction to Medical Surgical Nursing	<ul style="list-style-type: none"> Internal defences against invasion by pathogens, inflammatory response, Antigen antibody response, the healing process, Principles basic to invasion by pathogens, Management of patient with inflammation 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p>	Theory (Hrs): 5 Hrs

			<ul style="list-style-type: none"> • Internal defences against foreign bodies Allergy, anaphylactic shock, transfusion Reaction of tissue, antisepsis and sepsis • Special problems influencing the care of patient in general, Fluid electrolyte and temperature balance, Care of the incontinent patient, Unconscious patient, Patient with acute illness, Patient with pain, Patient with chronic illness, Aged patient, Patient undergoing surgery 		<p>Projects</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Practical Sessions:-</p> <p>Not Applicable</p>	
29.2	Nursing, Social and Preventive Medicine and Medical Surgical Nursing	Medical Surgical Nursing	<ul style="list-style-type: none"> • Medical and surgical nursing management of patient with <ul style="list-style-type: none"> - Circulatory disorders: CAD, Angina, MI, RHD, peripheral arterial disease, hypertension, arrhythmias, anemias, leukemias, immunological problems - Digestive disorders, liver and biliary disorders - Respiratory disorders: investigations, COPD, pneumonia, lung abscess - Renal disorders: ARF, CRF, infections of urinary tract, 99ephritic syndrome - Poisoning and its management • Orthopaedic nursing <ul style="list-style-type: none"> - Principles of Orthopaedic treatment - Fractures and dislocation of upper and lower limbs 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	Theory (Hrs): 20 Hrs

			<ul style="list-style-type: none"> - Diseases of bones, joints, muscles and bursae, bone TB - Orthopaedic surgery and nursing care, Replacement of hip & knee joint • Ophthalmic nursing - Review of the anatomy and physiology of eye - Common eye conditions, styes, conjunctivitis Squints, corneal ulcers, Glaucoma, Trachoma, cataract Retinal detachment, ophthalmic emergencies • ENT (Ear, Nose, and Throat) Nursing - Review of the anatomy and physiology of ear, nose and throat, common ear diseases or conditions. Common nursing procedures done in ENT Boils in the external meatus, Otitis media, mastoiditis and otosclerosis. Common investigations done in ENT - Common conditions of the nose Sinusitis, Rhinitis, Epistaxis, Nasal obstruction and noideotomy, Meniere's disease - Common condition of the throat Acute pharyngitis, acute follicular tonsillitis, Peritonsillar abscess, laryngitis. Management of patient with laryngectomy and tracheostomy • Skin and communicable diseases - Diseases of skin-insect 				
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			<p>infestation, fungal infection, viral diseases, scabies, immunological problems, malaria, cholera, small pox, chicken pox, V. D., principles of communicable diseases control – planning, control measures and immunization, HIV/AIDS, Plague, Tuberculosis</p> <ul style="list-style-type: none"> • Gynae nursing - Gynaecological examination of patient Disturbance of menstruation, abortions Diseases of external genitalia and vagina Diseases of uterus, ovaries, fallopian tubes and broad ligament 				
29.3	Nursing, Social and Preventive Medicine and Medical Surgical Nursing	Principles Of Nursing Services Administration And Supervision	<ul style="list-style-type: none"> • Introduction - Significance of administration - Systems of administration - Functions and Objectives - Policies and programmes. - Planning and decision making process • Organizational structure - Formal and informal organization - The chief executive Line and staff relationship - Departmental organization - Conflict management in organization • Personnel administration - Classification - Recruitment - Promotion - Training 	Additional as Required for the Job Role	<p>Theoretical Sessions:-</p> <p>Classroom Session Lecture Session Assignment Projects</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Theoretical Sessions:-</p> <p>Audio-Visual Lab Projector Charts Diagram Notes</p> <p>Practical Sessions:-</p> <p>Not Applicable</p>	<p>Theory (Hrs): 20 Hrs</p>

			<ul style="list-style-type: none"> - Condition of Service - Morale and discipline - Staff association - Performance appraisal - Discipline and disciplinary procedure • Finance <ul style="list-style-type: none"> - The role of budget and budgetary authority in governmental organization - Features of budget - Audits • Elementary principles of accountancy <ul style="list-style-type: none"> - Drawing of cheque, fixed deposits, saving banks account, current account, and bank drafts. Maintenance of public money, cash book, and contingent bills, non-governmental accounts Stores keeping and store accounting. Procedure for purchases of government goods, storage, taking stock, loan etc. • Management <ul style="list-style-type: none"> - Executive direction and leadership - Public Relations • Supervision: Philosophy of supervision, Ethics, aims and objectives, principles involved. Definition of terminology, personnel administration, team work, team spirit • Job Description: What it contains/its uses and purposes, Job description of area supervisor in hospital and 				
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			<p>community setting, Practice making job descriptions</p> <ul style="list-style-type: none"> • Supervisory Management: management and leadership relations attitudes and patterns Bureaucratic, autocratic, Idiocratic (Diplomatic) and democratic leadership • Tools of supervision: Techniques and skills involved in observations Interviewing, individual and group conferences, Record and record keeping Communication skills, oral and written reports, Performance rating and rating scales Problem solving technique • Responsibilities of supervisor: Work assignment and hours, House keeping, Handling of complaints and grievances, Maintenance of discipline Staff education, evaluating the supervisory programmes. 				
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On Job Training: 150 Hours

Total Programme Duration: **450 Hours (300 Hrs Theory & 150 Hrs OJT)**

(This syllabus/ curriculum have been approved by Health Care Sector Skill Council (name of relevant Sector Skill Council or NSDC designated authority)).