

QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR ALLIED HEALTH CARE

What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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Introduction

Qualifications Pack- Radiation Therapy Technologist

SECTOR: HEALTHCARE

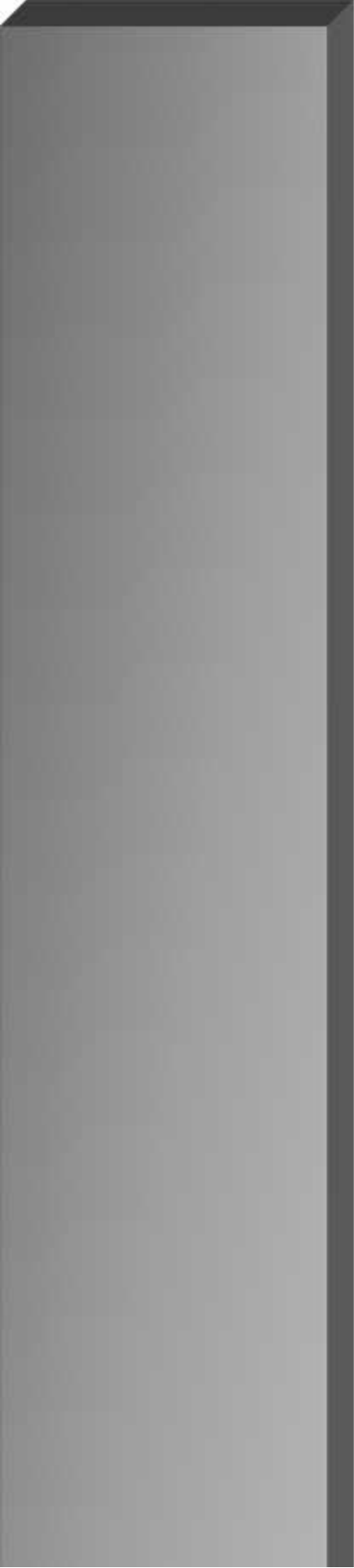
SUB-SECTOR: Allied Health & Paramedics

OCCUPATION: Curative

REFERENCE ID: HSS/Q0601

ALIGNED TO: NCO-2015/3211.9900

Brief Job Description: Radiation Therapist Technologist (RTT) work closely with doctors, patients and other members of the health care team. They use advanced computer systems and radiation therapy equipment to implement treatment plans.



Personal Attributes: The job requires individuals to have good communication and ability to handle a high level of stress and activity while managing fast-paced office duties. An aptitude for science related work; compassionate, strong interpersonal skills and the ability to work as part of a team; capable to handle work pressure with cool mind and to be focused and attentive to detail, eager to learn and update knowledge. The job requires individuals to possess key qualities such as confidence, maturity, compassion, patient centricity, active listening

Qualifications Pack Code	HSS/ Q 0601		
Job Role	Radiation Therapy Technologist		
Credits (NSQF)	TBD	Version number	1.0
Sector	Healthcare	Drafted on	12/01/15
Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation	Non Direct Care	Next review date	5/12/21
NSQC Clearance on*			

Job Role	Radiation Therapy Technologist
Role Description	Radiation Therapy Technologists are specialist health care professionals qualified in the localisation and treatment of cancer using ionising radiation.
NSQF Level	5
Minimum Educational Qualifications*	10+2 with science stream Or NSQF level 4 certified Radiology Technician
Maximum Educational Qualifications*	
Prerequisite License or Training	Not Applicable
Minimum Job Entry Age	18 Years
Experience	2 year of working experience in case of NSQF level 4 certified Radiology Technician
Applicable National Occupational Standards (NOS)	<p>Compulsory:</p> <p>HSS/N0601:Work effectively in radiation therapy practice HSS/N0602:Implement safe radiation practice to protect and enhance patient safety HSS/N0603:Plan and prepare patient for radiation therapy treatment HSS/N0604:Deliver radiation therapy treatment HSS/N0605:Engage in evidence-based practice and professional learning HSS/N9615:Maintain interpersonal relationship with colleagues, patients and others HSS/N9616:Maintain professional & medico-legal conduct HSS/N9617:Maintain a safe, healthy and secure working environment HSS/N9618:Follow biomedical waste disposal and infection control policies and procedures</p>
Performance Criteria	As described in the relevant OS units

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance criteria are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OSs, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.
Knowledge and Understanding	Knowledge and understanding are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual need to perform to the required standard.
Organisational Context	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge

	managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/ Generic Skills	Core skills or generic skills are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. In the context of the OS, these include communication related skills that are applicable to most job roles.

Acronyms

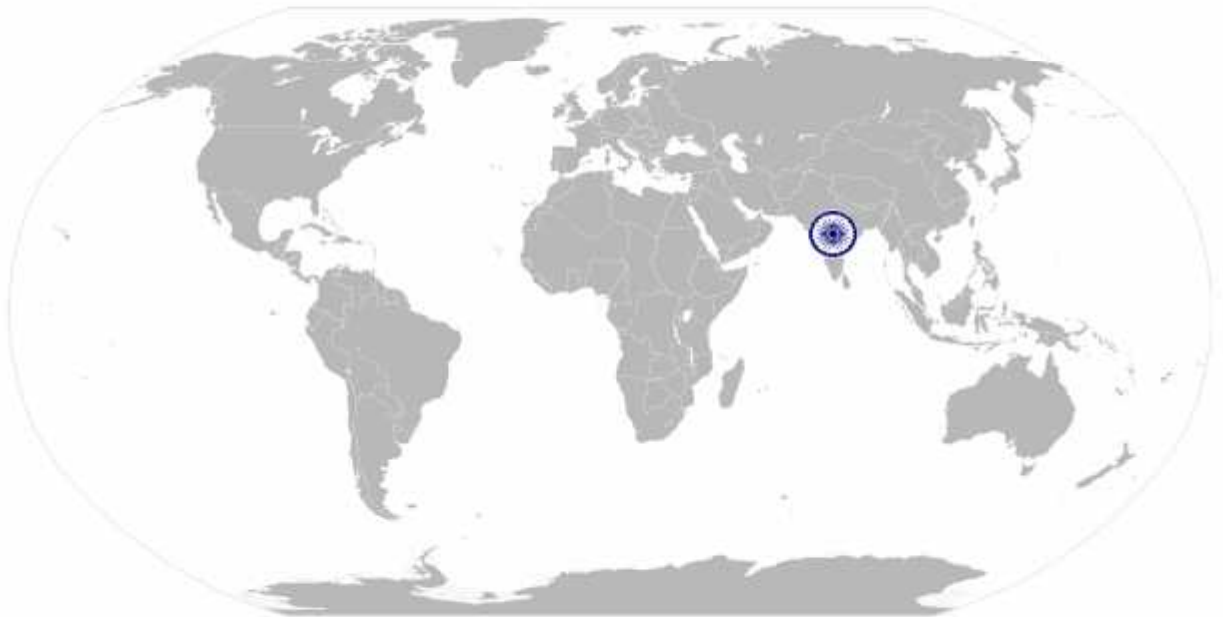
Keywords /Terms	Description
NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
Casualty	The person – child or adult – who has suffered the injury or illness
Emergency	Any situation that immediately threatens the health and safety of children, staff or yourself
MHRD	Ministry of Human Resource Development
NOS	National Occupational Standard(s)
NVEQF	National Vocational Education Qualifications Framework
NVQF	National Vocational Qualifications Framework
NSQF	National Skills Qualification Framework
OS	Occupational Standard(s)
Legal responsibilities	Legal responsibilities may include an understanding of responsibilities contained in relevant state/territory and federal legislation and regulations, specific responsibilities to maintain confidentiality, confirm informed consent and exercising duty of care.
Principles underpinning bio-ethics	Principles underpinning bio-ethics must include respect the rights of the individual, respect the autonomy of the individual, cause no harm, and advance the common good.
Relevant patient information	Relevant patient information may include identifying people at risk such as children, pregnant women and their foetus, breastfeeding mothers; and includes information such as explaining the implications of contrast/ radiopharmaceutical administration.
Key elements of fitness to practise	Key elements of fitness to practise must include competence, professionalism, including a sense of responsibility and accountability, self awareness and professional values, sound mental health and the capacity to maintain health and wellbeing for practice.
Reporting obligations	Reporting obligations must include making a notification about the health (impairment), conduct or performance of a registered health practitioner that may be placing the public at risk; as well as of their own impairments to practice.
Quality frameworks	Quality frameworks may include workplace specific frameworks and the

	Standards for Hospitals developed by National Accreditation Board for Hospitals & Healthcare Providers
Principles of advocacy	Principles of advocacy may include supporting and promoting the rights and interests of individuals, assisting individuals to achieve or maintain their rights and representing their needs. Advocacy strategies include: representing the consumer, supporting the consumer to represent their own interests and ensuring people are empowered to voice their perspectives
Healthcare team members	Healthcare team members may include registered health practitioners, accredited health professionals, and licensed and unlicensed healthcare workers.
Communication methods	Communication methods must consider the information needs of the audience and may include the radiation therapy technologist using the appropriate medical terminology and applying knowledge of departmental/practice protocols.
Reflective practice	Reflective practice may include self-reflection during and after a clinical challenge or experience. It may involve structured and informal reflection to review and integrate knowledge and findings into practice.
Patient identification procedures	Patient identification procedures must use at least three recognised patient identifiers, and may include procedures for transferring patients from other health professionals. Procedures may be contained in workplace materials and organisational procedures manuals.
Infection control risk management	Infection control risk management must demonstrate understanding of transmission modes of hospital-acquired infections (host, agent and environment); established practices for preventing the transmission including effective hand hygiene; and ability to implement WHO <i>Practical Guidelines for Infection Control in Health Care Facilities</i>
Control measures	Control measures must include time, distance and patient shielding.
Responsibilities for notification of safety hazards	Responsibilities for notification of safety hazards may include protocols or instructions, legislation and regulations.
Incident reporting requirements	Incident reporting requirements may be identified in workplace materials, relevant state/territory and federal legislation and regulations, including those published by the Atomic Energy Regulatory Board.
Patient information systems	Patient information systems may include Picture and Archiving Communication System, radiation oncology information systems, Radiology Information System, electronic medical records, risk management systems.
Clinical history	Clinical history may include patient/client records, previous medical imaging/treatment, information collected from patient/client during the procedure.
Informed consent	Informed consent is a person's voluntary decision about healthcare that is made with knowledge and understanding of the benefits and risks involved.
Responsibilities for conveying information	Responsibilities for conveying information may include protocols or instructions about verbal or written communication and record keeping.
Identifying significant findings	Identifying significant findings includes recognising and applying knowledge of normal from abnormal imaging appearances and relating appearances to the patient/client's clinical history.

Treatment planning	Treatment planning must include imaging and treatment modalities used including CT, MRI, PET and may include brachytherapy, superficial radiotherapy, radiosurgery/stereotactic radiotherapy, paediatric radiotherapy, total body radiation and proton therapy.
Planning procedures	Planning procedures must include identifying tumour and target volumes, and normal tissue volumes.
Treatment plans	Treatment plans may include 2D, 3D and 4D, conformal radiation therapy (3D CRT), intensity-modulated radiation therapy (IMRT) and may include volumetric-modulated arc therapy (VMAT).
Implementation of plans	Implementation of plans must identify and apply radical and palliative treatment doses and acceptable dose limits to critical structures.
Validity	<p>One of the principles of assessment and also one of the rules of evidence. Assessment is valid when the process is sound and assesses what it claims to assess. Validity requires that:</p> <ul style="list-style-type: none"> • assessment against the units of NOS must cover the broad range of skills and knowledge that are essential to competent performance • assessment of knowledge and skills must be integrated with their practical application • judgement of competence must be based on sufficient evidence. Evidence should be gathered on a number of occasions and in a range of contexts, using different assessment methods. The specific evidence requirements of the units provide advice relating to sufficiency.

HSS/N 0601 Work effectively in radiation therapy practice

National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an Individual to work effectively in a healthcare setting with patients and their families, staff, visitors and others to meet established work requirements.

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National Occupational Standard

Unit Code	HSS/N0601
Unit Title (Task)	Work effectively in radiation therapy practice
Description	This unit of competency describes the skills and knowledge required to work effectively as an Radiation Therapy Technologist in a variety of healthcare settings with patients and their families, staff, visitors and others to meet established work requirements
Scope	<p>The unit covers sector requirements to:</p> <ul style="list-style-type: none"> ▪ Work ethically ▪ Assume responsibility, and accept accountability for professional decisions ▪ Manage workload effectively, efficiently and systematically ▪ Work effectively within the workplace environment ▪ Contribute to quality assurance and service development <p>This unit maps to the following international standards:</p> <ol style="list-style-type: none"> 1. Medical Radiation Practice Board of Australia <u>Professional Capabilities for medical radiation practice</u> (November 2013): Domains 1.1 and 2.2 2. Health and Care Professions Council (UK) <u>Standards of proficiency Radiographers</u> (28 May 2013)
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Work ethically	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. conduct professional behaviour in consistent with nationally and internationally accepted standards of best practice, as documented by the AARTI Radiation Technologists</p> <p>PC2. manage personal, mental and physical health to ensure fitness to practice</p> <p>PC3. follow ethical and legal requirements in decision-making in all work undertaken with awareness of potential ethical complexity in own work role</p> <p>PC4. reflect understanding and compliance with the principles of duty of care and legal responsibilities in all work undertaken</p> <p>PC5. provide relevant information to patient and use appropriate methods to obtain informed consent</p> <p>PC6. respect and maintain privacy, confidentiality and consent / permission of patients/patient, family, significant others, colleagues and employing organisation</p> <p>PC7. advocate on behalf of the patient including the rights and interests of individuals</p> <p>PC8. report to seniors concerning any error made in connection with patient's treatment and care</p>
Assume responsibility, and be accountable, for professional	<p>PC9. adhere to organizational and departmental policies, procedures and protocols and guidelines relevant to the role</p> <p>PC10. respond appropriately to unsafe or unprofessional practice</p>

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<p>decisions</p>	<p>PC11. integrate organisational policies and guidelines with professional standards PC12. apply relevant quality frameworks</p>
<p>Manage workload effectively, efficiently and systematically</p>	<p>PC13. perform daily work tasks and responsibilities in an organised, timely and goal-driven manner PC14. effectively manage daily work load using a range of professional skills, including professional reasoning, prioritisation, problem-solving, adaptation, negotiation and delegation PC15. manage changing circumstances by reassessing work priorities and adapting work practices PC16. complete necessary work tasks according to expected performance standards and timeframes PC17. contribute to the team to enable effective services integration, focused on shared patient-centred goals PC18. use and manage workplace resources efficiently, safely and responsibly to support practice within financial constraints</p>
<p>Work effectively within the workplace environment</p>	<p>PC19. perform workplace tasks to a standard consistent with the requirements of work place protocols, procedures and legislation PC20. complete administrative duties accurately, systematically and within established timeframes PC21. effectively use established communication systems and protocols within the work environments to support practice PC22. contribute to team effectiveness PC23. collaborate with other health practitioners</p>
<p>Contribute to quality assurance and service development</p>	<p>PC24. deliver effective services to a standard commensurate with experience, support and workplace expectations PC25. apply an understanding of the principles and processes of safety, continuous quality improvement (CQI) and quality assurance (QA) PC26. participate in relevant workplace and professional quality improvement activities</p>
<p>Knowledge and Understanding (K)</p>	
<p>A. Organizational Context (Knowledge of the company / organization and its processes)</p>	<p>The user/individual on the job needs to know and understand: KA1 role, function and objectives of the organisation, and relevance to specific work role, the organisational structure and the various processes related to reporting and monitoring KA2 how to identify and apply protocols and guidelines relevant to the role and field of practice KA2 relevant organisation procedures, policies, standards and legislation and how to access them KA3 organisation procedures relating to:</p> <ul style="list-style-type: none"> • accessing training, learning and development needs • how to report and minimise incidents, errors and risks • resource usage and financial responsibility • established communications systems and protocols • workplace safety and risk management

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	<p>KA4 techniques of effective time management, workload management and contingency management</p> <p>KA5 organisational performance standards and timeframes</p> <p>KA6 the principles of team work and the characteristics of high performing teams and how to apply them to own and team work outcomes</p> <p>KA7 purpose of quality assurance and quality improvement practice and processes by which improvements to protocols, guidelines, programmes, services and organisational systems/requirements should be reported</p> <p>KA8 quality Frameworks including workplace specific frameworks and the National Accreditation Board for Hospitals & Health Care Providers (NABH) relevant Standards and publications.</p> <p>KA9 how to identify when there is an emergency situation and processes and procedures dealing with such emergency situations</p>
<p>B. Technical knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. how to apply the Code of Ethics of the Radiation Therapy Technologists' Association to professional practice</p> <p>KB2. meaning of Duty of Care, confidentiality of information and ethical decision-making in relation to specific work role duties and responsibilities; what constitutes a breach of these and potential ramifications of such a breach</p> <p>KB3. how to apply knowledge of the ramifications of breaches of duty of care, confidentiality, ethical guidelines and other relevant policies and legislation</p> <p>KB4. how to recognise the boundaries of own professional competence and when and how to seek advice, education and training, further support and supervision</p> <p>KB5. legal responsibilities including an understanding of responsibilities contained in relevant legislation and regulations, specific responsibilities to maintain confidentiality, confirm informed consent and exercising duty of care.</p> <p>KB6. the principles underpinning bio-ethics must include the rights of the individual, respect for the autonomy of the individual, cause no harm, and advance the common good.</p> <p>KB7. relevant patient information including identifying people at risk such as children, pregnant women and their foetus, breastfeeding mothers,; and includes information such as explaining the implications of contrast / radiopharmaceutical administration.</p> <p>KB8. the influence of socio-cultural factors on patient attitudes and responses to medical radiation services</p> <p>KB9. appropriate professional behaviour in patient interactions and how to identify and respect appropriate boundaries between patients and health professionals</p> <p>KB10. key elements of fitness to practice including competence, professionalism, a sense of responsibility and accountability, self-awareness and professional values, sound mental health and the capacity to maintain health and wellbeing for practice.</p> <p>KB11. techniques and processes to critically evaluate new information and knowledge and for integration into professional practice</p> <p>KB12. methods and techniques to critically evaluate personal strengths and limitations; how to seek and utilise supervision effectively; and how to identify ongoing learning needs and meet those needs</p> <p>KB13. basic structure and function of the body system and associated component</p> <p>KB14. process, condition & resources required by the body to support healthy functioning</p>

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	<ul style="list-style-type: none"> • Body regulation including maintenance of body temperature, fluid & electrolyte balance, elimination of body wastes, maintenance of blood pressure • Protection from infection • Active & Passive physical activities
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to demonstrate:</p> <p>SA1. high level literacy skills needed for written information about workplace requirements such as:</p> <ul style="list-style-type: none"> ▪ document reports, task lists, and schedules ▪ prepare patient-related reports and case histories and files ▪ record problems and resolutions ▪ record errors and incident
	Reading Skills
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SA2. read and interpret and understand treatment requests, complex documents relating to patients treatment and care</p> <p>SA3. read and understand medical terminology</p> <p>SA4. read research and journal articles regarding Radiation Therapy professional practice</p> <p>SA5. read about procedures, regulations and guidelines related to the organisation and the profession</p>
	Oral Communication (Listening and Speaking skills)
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SA6. use communication skills as required by specific work role, including:</p> <ul style="list-style-type: none"> • active listening skills • interpreting and following verbal and/or written instructions • respond appropriately to observations in clinical settings and report • discussing task lists, schedules, and work-loads with co-workers • avoiding using jargon, slang or acronyms when communicating with a patient
B. Professional Skills	Decision Making
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB1. make professional decisions pertaining to the concerned area of work</p> <p>SB2. make decisions based on applicable regulations and codes of conduct when possible conflicts arise</p> <p>SB3. act decisively by balancing protocols</p>
	Plan and Organize
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB4. organise case load and workload in accordance with requirements</p> <p>SB5. plan and organise files and documents</p> <p>SB6. organize stock control including safety and accessibility of goods and supply</p>

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	Customer Centricity
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB7. communicate effectively with patients/patients and their family, physicians, and other members of the health care team including how to plan and structure communication and how to use non-verbal techniques to establish empathy and rapport and facilitate effective communication</p> <p>SB8. be responsive and listen empathetically to establish rapport in a way that promotes openness on issues of concern</p> <p>SB9. be sensitive to potential cultural, socioeconomic and disability differences</p> <p>SB10. maintain patient confidentiality</p> <p>SB11. respect the rights of patients/patient's relatives</p> <p>SB12. assess patient's condition to enable prioritisation</p>
	Problem Solving
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB13. resolve work schedule issues to meet service requirements through a flexible and adaptable approach</p> <p>SB14. use initiative in responding to challenging situations and individuals</p> <p>SB15. understand problems appropriate to job role and suggest an optimum solution after evaluating possible solutions</p>
	Analytical Thinking
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB16. use clinical reasoning skills</p> <p>SB17. use interpretative skills to make clinical decisions and initiate treatment plans.</p>
	Critical Thinking
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB18. apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication</p>

HSS/N 0601 Work effectively in radiation therapy practice

NOS Version Control

NOS Code	HSS/N0601		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	10/01/17
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation	Curative	Next review date	5/12/21



HSS/N 0602 Implement safe radiation practice to protect and enhance patient safety

National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an Individual to implement safe radiation practice to protect and enhance safety of patient, public and environment.

Special note

This Occupational Standard sets the minimum requirements for safe radiation practice for Radiation Therapy Technologists. Training Providers and Assessment Bodies must ensure that they meet the requirements of the Atomic Energy Regulatory Board at all times. The national regulations as applicable and amended from time to time, override these Standards. This unit meets requirements of the AERB Safety Code for radiotherapy facilities (AERB/RF-SC/MED-1 (rev 1) 2011) as at the date of approval.

HSS/N 0602 Implement safe radiation practice to protect and enhance patient safety

Unit Code	HSS/N0602
Unit Title (Task)	Implement safe radiation practice to protect and enhance patient safety
Description	This OS unit describes the skills and knowledge required to implement safe radiation practice to protect and enhance patient safety and environment.
Scope	<p>The unit covers sector requirements to:</p> <ul style="list-style-type: none"> ▪ Implement safe radiation practice ▪ Protect and enhance patient/client safety ▪ Confirm and operate equipment and instrumentation safely ▪ Maintain safety of self and others in the work environment ▪ Safely manage radiation and radioactivity in the environment <p>This unit maps to the following international standards:</p> <ol style="list-style-type: none"> 1. Medical Radiation Practice Board of Australia <i>Professional Capabilities for medical radiation practice</i> (November 2013): Domains 1.1 and 2.2 2. Health and Care Professions Council (UK) <i>Standards of proficiency Radiographers</i> (28 May 2013) Standard 13; Standard 13.23 – 13.27, Standard 15.1 – 15.10
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Implement safe radiation practice	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1.apply national radiation safety legislation, radiation safety guidelines and international best practice for radiation</p> <p>PC2. apply principles of risk management relevant to radiation</p> <p>PC3. identify radiation risks and apply related risk control systems and procedures</p> <p>PC4. identify and apply safe radiation practice</p>
Protect and enhance patient safety	<p>PC5. follow patient identification procedures to confirm the right patient</p> <p>PC6.review, communicate, record and manage client information accurately, consistent with protocols, procedures and legislative requirements for maintaining patient records</p> <p>PC7. identify and manage risks associated with patient transfers</p> <p>PC8. identify and manage risk of infection, including during aseptic procedures</p> <p>PC9.deliver radiation therapy in accordance with the prescription, parameters and instructions</p>
Confirm and operate equipment and instrumentation safely	<p>PC10. identify functions and limitations of equipment and instrumentation to confirm working condition within acceptable operating parameters</p> <p>PC11. identify unacceptable condition of operation of equipment and instrumentation</p> <p>PC12. follow protocols to record and report non-conformance of equipment</p> <p>PC13. follow protocols for delivery of treatment subsequent to correction of non-</p>

HSS/N 0602 Implement safe radiation practice to protect and enhance patient safety

	conformance
Maintain safety of self and others in the work environment	<p>PC14. comply with legal responsibilities for health and safety of self and others</p> <p>PC15. identify safety hazards in the workplace and apply knowledge of responsibilities for notification</p> <p>PC16. identify, confirm and implement methods of radiation management</p> <p>PC17. identify interactions with matter, early and late effects and stochastic and deterministic effects of radiation exposure</p> <p>PC18. identify occupancy risks related to proximity of radiation and radioactive storage</p> <p>PC19. confirm about layout planning considerations for radiation installations</p> <p>PC20. provide information on radiation-related hazards and control measures to others in the workplace</p> <p>PC21. use appropriate personal protective clothing, equipment and personnel monitoring devices</p>
Safely manage radiation and radioactivity in the environment	<p>PC22. monitor and identify environmental risks of manufactured radiation and radioactivity</p> <p>PC23. identify and implement safe and legal methods during possession, use, storage and disposal of radiation sources</p> <p>PC24. implement protocols and procedures in response to event reporting in radiation therapy</p> <p>PC25. report incidents in accordance with protocols, procedures and legal requirements</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1 organisation procedures relating to:</p> <ul style="list-style-type: none"> • Patient identification procedures • Patient information management including confidentiality and privacy • SOP/Checklists for patient treatment procedures • Infection control • Protocols for preparation and use of immobilisation devices/beam shapers • Function, knowledge and limitation of operation of equipment and instrumentation • Protocols to record and report non-conformance of equipment • Protocols to resume patient treatment after rectification of non-conformance • Identification of safety hazards in the workplace and responsibilities for notification • Use of appropriate personal protective clothing and equipment and personnel monitoring devices • Response to radiation and radioactivity incidents • Incidents reporting requirements including protocols, procedures and legal requirements

HSS/N 0602 Implement safe radiation practice to protect and enhance patient safety

<p>B.Technical knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. the regulatory requirements as per the Atomic Energy Regulatory Board to function as radiation therapy technologist as detailed in relevant Safety Code of AERB as amended from time to time.</p> <p>KB2. apply knowledge of function and limitations of equipment and instrumentation to confirm that it is in good order and operating within acceptable operating parameters</p> <p>KB3. national radiation safety legislation and regulatory requirements including Atomic Energy (Radiation Protection) Rules, 2004, and Atomic Energy Act 1962 as amended from time to time</p> <p>KB4. the principles of risk management relevant to radiation</p> <p>KB5. basic radiation physics and interaction of radiation with matter</p> <p>KB6. how to apply radiation risks and related risk control systems and procedures</p> <p>KB7. principles of Radiation Safety in Radiotherapy</p> <p>KB8. emergency preparedness procedures</p> <p>KB9. the principles of risk control and the principles of relevant quality assurance frameworks and application to risk management</p> <p>KB10. safe radiation practice including reviewing the referral and procedures to ensure appropriate justification, optimisation and protection</p> <p>KB11. legislative requirements about ownership, storage, retention and destruction of patient records and other practice documentation</p> <p>KB12. knowledge of inconsistencies and irregularities in patient treatment conditions requiring treatment interruptions</p> <p>KB13. transmission modes of hospital-acquired infections (host, agent and environment); established practices for preventing the transmission including effective hand hygiene; and ability to implement WHO Practical guidelines for infection control in health care facilities (2004) and organisational procedures.</p> <p>KB14. procedures for preparation and use of immobilisation devices/beam shapers/accessories during treatment</p> <p>KB15. instrumentation, cleaning and hygiene protocols, calibration/testing regimes and acceptable operating standards</p> <p>KB16. principles of radiation detection & measurement, Quality Assurance equipment's used for patient simulation and treatment.</p> <p>KB17. legal responsibilities of the radiotherapy technologist (RTT) towards health and safety of self and others</p> <p>KB18. legislation and regulations relating to notification of safety hazards in the workplace</p> <p>KB19. methods of radiation management</p> <p>KB20. Knowledge of radiation quantities & units, and biological effects of radiation exposure</p> <p>KB21. how to Identify occupancy risks related to proximity of radiation and radioactive storage</p> <p>KB22. radiation-related hazards and control measures including time, distance and shielding including workload and planning considerations for the radiotherapy installations</p> <p>KB23. environmental risks of manufactured radiation and radioactivity</p> <p>KB24. safe and legal methods of handling, storage and disposal including shielding</p>
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HSS/N 0602 Implement safe radiation practice to protect and enhance patient safety

	<p>requirements</p> <p>KB25. <u>basic Radiation Physics</u>: Atomic Structure, Nucleus, Atomic No., Mass No., Electron orbit and energy levels, Isotopes and isobars, Radioactivity, Radioactive decay, Half-life, Particle radiation, Electromagnetic Radiation, Production of X-rays, Continuous X-ray spectrum, Bremsstrahlung radiation Characteristic X-rays, Filters, Quality of X-rays, Effect of voltage and current on the intensity of X-rays, Properties of X-rays.</p> <p>KB26. <u>interaction of Radiation with Matter</u>: Photoelectric effect, Compton Effect, Pair production, Ionisation of matter, Energy absorbed from X-rays, X-rays Scattering, X-rays transmission through the medium, linear and mass attenuation coefficient, HVT and TVT, Interaction of charged particle and neutrons with matter.</p> <p>KB27. <u>radiation Hazard evaluation and control</u>: Philosophy of radiation protection, Effect of Time, Distance and Shielding, Calculation of workload, Calculation of Weekly dose to the radiation worker and general public, good work practices in diagnostic radiology and/or radiotherapy practices (including teletherapy and Brachytherapy), Planning consideration for radiology and/or radiotherapy installation including work load, use factor & occupancy factors, effect of different shielding material.</p> <p>KB28. <u>biological effects of radiation</u>: The Cell, Effect of ionising radiation on Cell, Chromosomal aberration and its application for the biological dosimetry, Somatic effects and hereditary effects, stochastic and deterministic effects, Acute exposure and Chronic exposure, LD50/60.</p> <p>KB29. <u>detection and measurement of radiation & measuring instruments</u>: Ionisation of gases, Fluorescence and phosphorescence, Effect on photographic emulsion, Ionisation chambers, Proportional Counters, G.M. Counters, Scintillation Detectors, Liquid scintillator, Pocket Dosimeters, TL Dosimeters and their use in personnel monitoring badges. Advantages and disadvantages of various detectors, appropriateness of different types of detectors for different types of radiation measurement.</p> <p>KB30. <u>basic Radiation Therapy Physics</u>: Historical developments in Radiotherapy, Physical components of Telecobalt Unit / Linear Accelerator Unit / Remote After Loading Brachytherapy Unit / Gamma Knife Unit / Simulator and their descriptions, Various types of sources used in Radiotherapy and their properties, Physics of Photons, electrons, protons and neutrons in radiotherapy, Physical parameters of dosimetry such as Percentage Depth Dose, Tissue-Air Ratio, Tissue Maximum Ratio, Physics of Bolus and Phantom materials, Compensators, Wedges, Shielding Blocks, Patient immobilization devices, Port film, processing and development, Special techniques in Radiotherapy such as SRS, SRT, IMRT, IGRT and Tomotherapy.</p> <p>KB31. <u>QA in Radiotherapy</u>: Accessories and tools used for QA tests in Radiotherapy such as Front pointer, Back pointer, Laser Alignment etc. Optical and radiation field congruence, Beam shaping blocks, Beam shaping jaws, Delineator/ Diaphragm movements, Isocentre alignment, Patient support system, Beam on and off mechanisms, Technician's role in QA tests on telecobalt /Linear Accelerator / Brachytherapy/ Gamma knife/Simulator/CT Simulator machines.</p> <p>KB32. <u>radiation Emergency Preparedness</u>: Safety and security of radiation sources, case histories of emergency situations and preparedness, equipments and tools including role of Gamma Zone Monitor, Regulatory requirements and prevention of emergency, Preventive maintenance and Safety Culture, Role of technicians in</p>
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	<p>handling radiation emergencies.</p> <p>KB33. <u>regulatory requirements</u>: National Regulatory Body, Responsibilities, organization, Safety Standards, Codes and Guides, Responsibilities of licensees, registrants and employers and Enforcement of Regulatory requirements</p> <p>KB34. <u>demonstration</u>: Time, Distance and Shielding, measurement of HVT & TVT; Familiarisation of radiation survey meters and their functional performance checks; Radiological Protection Survey of Radiotherapy, Simulator and CT Simulator Installations; QA on X-ray, Simulator and Radiotherapy Equipment(s); Procedures followed for calibration of measuring and monitoring instruments</p> <p>KB35. basic structure and function of the body system and associated component</p> <p>KB36. process, condition & resources required by the body to support healthy functioning</p>
Skills (S) [Optional]	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to demonstrate:</p> <p>SA1. high level literacy skills needed for written information about workplace requirements such as:</p> <ul style="list-style-type: none"> ▪ client information and patient records ▪ reporting non-conformances ▪ notifying safety hazards ▪ reporting incidents ▪ obtain/verify written and informed consent of patient ▪ data entry in computer control console to set parameters and operate the equipment <p>Reading Skills</p> <p>The user/individual on the job needs to demonstrate how to:</p> <p>SA2. read and interpret legislation, regulations and guidelines in particular in relation to radiation safety and workplace health and safety</p> <p>SA3. read and interpret policies, protocols and procedures</p> <p>SA4. read and interpret technical information about equipment and instrumentation</p> <p>SA5. read and interpret instructions for use of protective clothing, equipment and personnel monitoring devices</p> <p>SA6. read and interpret the instructions/prescriptions and procedures</p>
	<p>Oral Communication (Listening and Speaking skills)</p> <p>The user/individual on the job needs to:</p> <p>SA7. demonstrate communication skills as required by specific work role, including:</p> <ul style="list-style-type: none"> • Active listening skills • interpret and follow verbal and/or written instructions • provide information to concerned persons involved in patient care • report incidents in line with organisation requirements • giving clear instructions to clients/patients, relatives, co-workers and other healthcare providers • Provide clear information to the treating physician regarding any

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	exceptions to the expected outcomes
B. Professional Skills	Decision Making
	The user/individual on the job needs to demonstrate how to: SB1. make professional decisions pertaining to the concerned area of work in relation to job role within scope of practice SB2. use professional reasoning skills SB3. make decisions based on applicable protocols and regulations when possible conflicts arise
	Plan and Organize
	The user/individual on the job needs to demonstrate how to: SB4. plan and organise checks of equipment in accordance with protocols SB5. plan and organise files and documents
	Customer Centricity
	The user/individual on the job needs to demonstrate how to: SB6. communicate effectively with clients/patients and their family, physicians, and other members of the health care team SB7. be responsive and listen empathetically to establish rapport SB8. be sensitive to potential cultural differences SB9. maintain patient confidentiality SB10. respect the rights of clients/patients
	Problem Solving
	The user/individual on the job needs to demonstrate how to: SB11. use initiative in responding to challenging situations and individuals SB12. understand problems appropriate to job role and suggest an optimum solution after evaluating possible solutions SB13. use interpretative skills to implement treatment plans.
	Analytical Thinking
	The user/individual on the job needs to demonstrate how to: SB14. use interpretative skills to make decisions & initiate treatment plans.
Critical Thinking	
The user/individual on the job needs to demonstrate how to: SB15. use questioning, analysis, synthesis, interpretation and cognitive reasoning SB16. critically appraise literature and evidence	

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NOS Version Control

NOS Code	HSS/N0602		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	10/01/17
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation	Curative	Next review date	5/12/21



HSS/N 0603 Plan and prepare patient for radiation therapy treatment as per prescribed orders

National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an Individual to prepare patient for radiation therapy treatment.

HSS/N 0603 Plan and prepare patient for radiation therapy treatment as per prescribed orders

National Occupational Standard

Unit Code	HSS/N0603
Unit Title (Task)	Plan and prepare patient for radiation therapy treatment as per prescribed orders
Description	This OS unit describes the skills and knowledge required to plan and prepare patient for radiation therapy treatment
Scope	<p>The unit covers sector requirements to:</p> <ul style="list-style-type: none"> ▪ Apply knowledge of stabilisation devices related to radiation therapy ▪ Apply treatment simulation techniques ▪ Implement appropriate imaging modalities for radiation treatment planning ▪ Use patient information management systems appropriately <p>This unit maps to the following international standards:</p> <ol style="list-style-type: none"> 1. Medical Radiation Practice Board of Australia <i>Professional Capabilities for medical radiation practice</i> (November 2013): Domains 5 and 5C 2. Health and Care Professions Council (UK) <i>Standards of proficiency Radiographers</i> (28 May 2013) Standard 13.23 – 13.27, Standard 14.1 – 14.21; 14.36 - 50
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Apply knowledge of stabilisation devices related to radiation therapy	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. determine immobilisation methods suitable for simulation, planning and treatment in consultation with the treating physician and medical physicist</p> <p>PC2. identify type of immobilisation required for a particular radiation therapy procedure and/or treatment technique</p> <p>PC3. fabricate or adapt suitable immobilisation devices and ancillary equipment as required in radiation therapy</p> <p>PC4. recognise limitations/restrictions in the use of stabilisation and immobilisation devices</p>
Apply treatment simulation techniques	<p>PC5. evaluate images for patient by applying knowledge of oncologic physiology</p> <p>PC6. determine imaging modalities suited to individual patient presentations and related planning procedures</p> <p>PC7. perform CT-based simulation for all major cancer sites, patient presentations and related planning procedures</p> <p>PC8. identify usage of MRI and PET in simulation imaging</p> <p>PC9. evaluate suitability and feasibility of using the immobilisation devices in MRI and in PET</p>
Implement appropriate imaging modalities for radiation treatment	<p>PC10. relate design and operation of general all imaging modalities (e.g. CT, MRI, PET-CT) systems</p> <p>PC11. identify imaging parameters, scan protocols and relative dose levels based on</p>

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<p>planning</p>	<p>the range of patient presentations</p> <p>PC12. perform and evaluate CT examinations of the body and when appropriate, modify them to take into account patient/client presentation and clinical indications</p> <p>PC13. apply post processing techniques, including multi-planar reformats and volume imaging</p> <p>PC14. apply relatively DICOM and DICOM-RT objects</p> <p>PC15. transmit the selected images/image series to the appropriate treatment planning systems through the network</p>
<p>Use patient information management systems appropriately</p>	<p>PC16. perform legislative duties relating to ownership, storage, retention and destruction of patient records and other practice documentation</p> <p>PC17. ensure correct usage of patient information management systems</p> <p>PC18. ensure correct verification and management of information</p>
<p>Knowledge and Understanding (K)</p>	
<p>A. Organizational Context (Knowledge of the company / organization and its processes)</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1 organisation procedures relating to:</p> <ul style="list-style-type: none"> • Radiation therapy treatment planning • Patient identification procedures • Patient information management including confidentiality and privacy • SOP/Checklists for patient treatment procedures • Infection control • Protocols for preparation and use of immobilisation devices/beam shapers • Function, knowledge and limitation of operation of equipment and instrumentation • Protocols to record and report non-conformance of equipment • Protocols to resume patient treatment after rectification of non-conformance • Identification of safety hazards in the workplace and responsibilities for notification • Use of appropriate personal protective clothing and equipment and personnel monitoring devices • Response to radiation and radioactivity incidents • Incidents reporting requirements including protocols, procedures and legal requirements
<p>B. Technical knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. anatomy and physiology relevant to the job role</p> <p>KB2. principles of medical radiation physics and instrumentation</p> <p>KB3. patient positioning, immobilisation techniques</p> <p>KB4. scientific explanations underpinning disease affecting the human body</p> <p>KB5. anatomical structures and diseases of the human body in planar and sectional images</p> <p>KB6. all instrumentation used in radiation therapy</p> <p>KB7. principles of medical radiation physics to demonstrate how changes in physical parameters impact on patient clinical outcomes</p>

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	<p>KB8. procedures for the use of instrumentation including include x-ray equipment, computed radiography, digital radiography, fluoroscopy, computed tomography, magnetic resonance imaging, positron emission tomography, single photon emission computed tomography, superficial x-ray, linear accelerator, simulators, brachytherapy, ion chambers, planning systems.</p> <p>KB9. stabilisation devices related to the full range of radiation procedures and/or treatment techniques</p> <p>KB10. fabrication and adaption techniques for immobilisation devices and ancillary equipment as required in radiation therapy</p> <p>KB11. limitations/restrictions in the use of stabilisation and immobilisation devices</p> <p>KB12. radiographic anatomy and physiology of the human body</p> <p>KB13. full range of imaging modalities</p> <p>KB14. CT-based simulation processes and operating procedures</p> <p>KB15. the use of MRI and PET in simulation imaging</p> <p>KB16. radiation physics and biology related to treatment planning</p> <p>KB17. imaging parameters, scan protocols and relative dose levels based on the treatment plan and prescription</p> <p>KB18. procedures for performing and evaluating CT examinations of the body and how to modify them to take into account patient presentation and clinical indications</p> <p>KB19. post processing techniques, including multi-planar reformats and volume imaging</p> <p>KB20. legislation relating to ownership, storage, retention and destruction of patient records and other practice documentation and the responsibilities of the Radiation Therapy Technologist</p> <p>KB21. patient information management systems including Picture Archiving and Communication System, Radiation Oncology Information Systems, Radiology Information System, Electronic Medical Records, risk management systems</p> <p>KB22. procedures for correct verification and management of information</p> <p>KB23. basic structure and function of the body system and associated component</p> <p>KB24. Process & resources required by the body to support healthy functioning</p>
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to demonstrate how to:</p> <p>SA1. high level literacy skills needed for written information about workplace requirements such as:</p> <ul style="list-style-type: none"> ▪ Incident reporting ▪ Requirements in respective machine areas e.g. <ul style="list-style-type: none"> ○ submitting a written request along with justification for a specific/special immobilisation devices, ○ writing to appropriate section regarding a civil work/engineering work

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	that needs to be carried out
	Reading Skills
	The user/individual on the job needs to demonstrate how to: SA2. read and interpret treatment plans, prescriptions and instructions
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to demonstrate how to: SA3. demonstrate communication skills as required by specific work role, including: <ul style="list-style-type: none"> • Active listening skills • interpreting and following verbal and/or written instructions • providing information • giving clear instructions to patients, relatives, co-workers and other healthcare providers • Impart relevant education to the patient about the kind of treatment the patient is going to receive, the procedure and safety precautions
B. Professional Skills	Decision Making
	The user/individual on the job needs to demonstrate how to: SB1. make professional decisions pertaining to the concerned area of work SB2. make decisions based on applicable protocols
	Plan and Organize
	The user/individual on the job needs to demonstrate how to: SB3. plan and organise own work SB4. plan and organise files and documents
	Customer Centricity
	The user/individual on the job needs to demonstrate how to: SB5. communicate effectively with clients/patients and their family, physicians, and other members of the health care team SB6. be responsive and listen empathetically to establish rapport in a way that promotes openness on issues of concern and provide encouragement to patients undergoing treatment SB7. be sensitive to potential cultural differences SB8. maintain patient confidentiality SB9. respect the rights of clients/patients
	Problem Solving
	The user/individual on the job needs to demonstrate how to: SB10. use initiative in responding to challenging situations and individuals SB11. understand problems appropriate to job role and suggest an optimum solution after evaluating possible solutions SB12. use professional reasoning skills SB13. identify problems in machines and use their knowledge and initiative to solve the issue within scope of practice
	Analytical Thinking

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	The user/individual on the job needs to demonstrate how to: SB14. use professional reasoning & interpretative skills to make decisions & develop treatment plans.
	Critical Thinking
	The user/individual on the job needs to demonstrate how to: SB15. use questioning, analysis, synthesis, interpretation and cognitive reasoning



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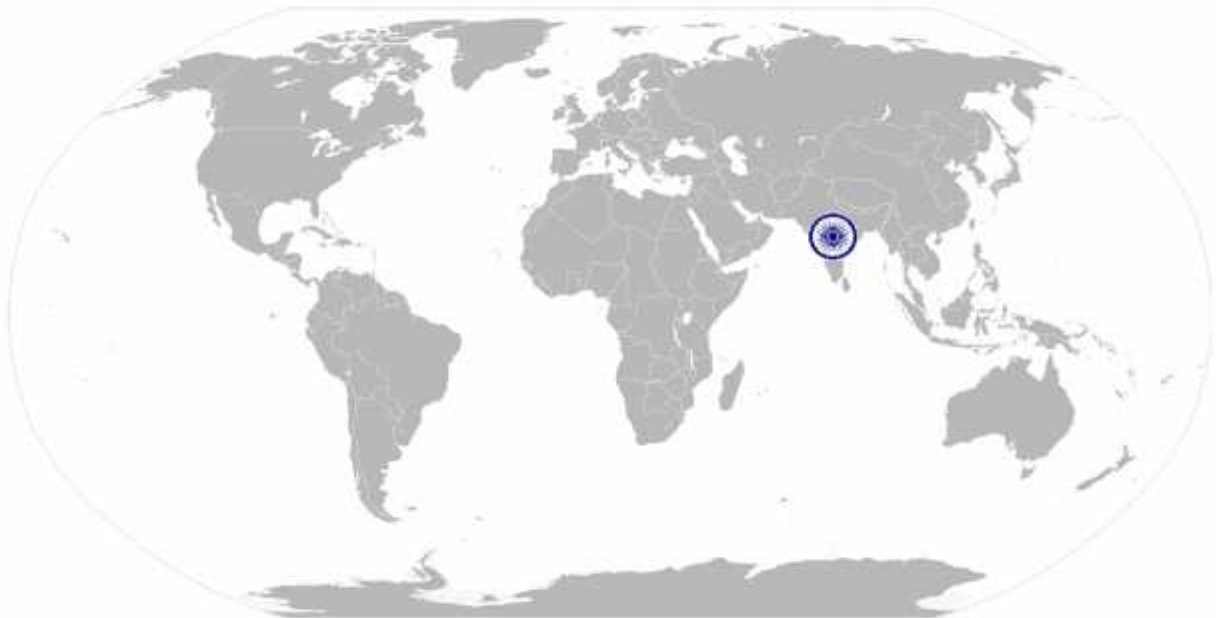
NOS Version Control

NOS Code	HSS/N0603		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	10/01/17
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation	Curative	Next review date	5/12/21



HSS/N 0604 Deliver radiation therapy treatment

National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an individual to deliver radiation therapy treatment.

HSS/N 0604 Deliver radiation therapy treatment

Unit Code	HSS/N0604
Unit Title (Task)	Deliver radiation therapy treatment
Description	This OS Unit describes the skills and knowledge required to deliver radiation therapy treatment
Scope	<p>The unit covers sector requirements to:</p> <ul style="list-style-type: none"> ▪ Confirm the procedure according to clinical indicators ▪ Assess the patient’s capacity to receive care ▪ Implement treatment techniques according to approved plans ▪ Deliver patient care <p>This unit maps to the following international standards:</p> <ol style="list-style-type: none"> 1. Medical Radiation Practice Board of Australia <u><i>Professional Capabilities for medical radiation practice</i></u> (November 2013): Domains 5 and 5C 2. Health and Care Professions Council (UK) <u><i>Standards of proficiency Radiographers</i></u> (28 May 2013) Standard 13.23 – 13.27; Standard 14.1 – 14.21; 14.36 - 50
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Confirm the procedure according to clinical indicators	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. review the patient’s clinical prescription and instructions and match with treatment plan, referral and current medical information to confirm the requested procedure is appropriate</p> <p>PC2. determine the appropriate imaging and/or treatment protocols and priorities, in accordance with the clinical prescription and instructions</p> <p>PC3. ensure that clinical instructions are followed.</p>
Assess the patient’s capacity to receive care	<p>PC4. identify factors or conditions that may affect the patient’s behaviour and /or capacity to undergo the procedure including pre-existing medical and/or physical and physiological conditions, age, pregnancy, psycho-social, socio-economic, culture, language skills</p> <p>PC5. obtain patient preparation requirements</p> <p>PC6. identify patients most at risk; including pregnant women and the foetus; breast feeding mothers and their children</p> <p>PC7. identify contraindications and limitations of medical radiation services; determine appropriate adjustments to procedures; and communicate these to the patient</p> <p>PC8. confirm treatment plan with Radiation Oncology team</p> <p>PC9. complete required checklists</p> <p>PC10. assess patient’s general condition and treatment reaction during the radiation</p>

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	<p>treatment and report to treating physician</p> <p>PC11. analyse on patient's condition justify the delivery of treatment</p>
Implement treatment techniques according to approved plans	<p>PC12. apply safe and effective use, design and operation of radiation therapy treatment systems</p> <p>PC13. implement requirements for treatment delivery recording systems</p> <p>PC14. implement the developed plans in accordance with clinical prescriptions and instructions</p> <p>PC15. apply and verify the treatment parameters</p> <p>PC16. implement the available imaging systems to verify patient positioning before delivery of radiation therapy treatment. Justify additional imaging radiation exposure for verification.</p> <p>PC17. apply correct radiation type and use of correct accessories to deliver radiation treatment.</p> <p>PC18. monitor patient undergoing radiation treatment.</p>
Deliver patient care	<p>PC19. manage and manipulate 3D datasets for patient positioning on treatment table</p> <p>PC20. identify and respond to a patient's deteriorating condition, or inability to undergo a procedure or treatment, consistent with duty of care requirements</p> <p>PC21. use safe procedures for manual handling, transferring and patient positioning</p> <p>PC22. convey information and report when significant findings are identified by implementing protocols or instructions.</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1 organisation procedures relating to:</p> <ul style="list-style-type: none"> • Radiation therapy treatment delivery and patient care • Rules and regulations pertaining to the safe use of radiation as per the national regulatory requirements • Treatment and verification protocols and documentation.
B. Technical knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. anatomy and physiology relevant to the job role.</p> <p>KB2. anatomical landmarks and its identification techniques</p> <p>KB3. the basic principles and generation of different types of radiation and its safe use.</p> <p>KB4. patient positioning, immobilisation techniques, design and preparation of indigenous immobilization devices and accessories for patient positioning and treatment.</p> <p>KB5. how to determine appropriate imaging and/or treatment protocols and priorities, which considers the information collected during the initial interaction with the patient and knowledge of imaging and/or treatment options</p> <p>KB6. factors or conditions that may affect the patient's behaviour and /or capacity to undergo the procedure including pre-existing medical and/or physical and physiological conditions, age, pregnancy, psycho-social, socio-economic, culture,</p>

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	<p>language skills</p> <p>KB7. patient preparation requirements</p> <p>KB8. safe and effective use, design and operation of radiation therapy treatment systems</p> <p>KB9. requirements for treatment delivery recording systems</p> <p>KB10. radiation biology and radiation dose adjustment</p> <p>KB11. how 3D datasets are generated</p> <p>KB12. the use of 3D images for optimal diagnostic or therapy outcomes to confirm that appropriate data is obtained</p> <p>KB13. 3D datasets for diagnostic image production</p> <p>KB14. protocols for identifying and responding to a patient's deteriorating condition, or inability to undergo a procedure or treatment</p> <p>KB15. how to identify normal from abnormal imaging appearances and relate appearances to the patient's clinical history</p> <p>KB16. protocols or instructions about verbal or written communication and record keeping</p> <p>KB17. basic structure and function of the body system and associated component</p> <p>KB18. process, condition & resources required by the body to support healthy functioning</p>
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to:</p> <p>SA1. demonstrate high level literacy skills needed for written information about workplace requirements such as:</p> <ul style="list-style-type: none"> ▪ Clear, concise, short and easy to understand.
	Reading Skills
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SA2. interpret notes, instructions relevant to patient treatment.</p> <p>SA3. knowledge of medical terminology and its usage.</p>
	Oral Communication (Listening and Speaking skills)
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SA4. demonstrate communication skills as required by specific work role, including:</p> <ul style="list-style-type: none"> • Active listening skills • interpreting and following verbal and/or written instructions • providing information • giving clear instructions to patients, relatives, co-workers and other healthcare providers • understand verbal and non-verbal communication of patients e.g. patients with tracheostomy, children and elderly persons
B. Professional Skills	Decision Making

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	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB1. make professional decisions pertaining to the concerned area of work in relation to job role within scope of practice</p> <p>SB2. make decisions based on applicable protocols</p>
	Plan and Organize
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB3. plan and organise own work and associate with department work flow and streamline the process.</p> <p>SB4. plan and organise files and documents related to radiotherapy treatment delivery.</p> <p>SB5. implement treatment plans after careful evaluation of setup verification by relevant imaging modalities.</p>
	Customer Centricity
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB6. be sensitive to potential cultural differences</p> <p>SB7. maintain patient confidentiality</p> <p>SB8. respect the rights of patients</p>
	Problem Solving
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB9. use initiative in responding to challenging situations and individuals</p> <p>SB10. understand problems appropriate to job role and suggest an optimum solution after evaluating possible solutions</p> <p>SB11. use professional reasoning skills</p>
	Analytical Thinking
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB12. use professional reasoning skills</p> <p>SB13. use interpretative skills to make decisions.</p>
	Critical Thinking
<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB14. use questioning, analysis, synthesis, interpretation and cognitive reasoning</p> <p>SB15. critically appraise literature and evidence based management</p>	

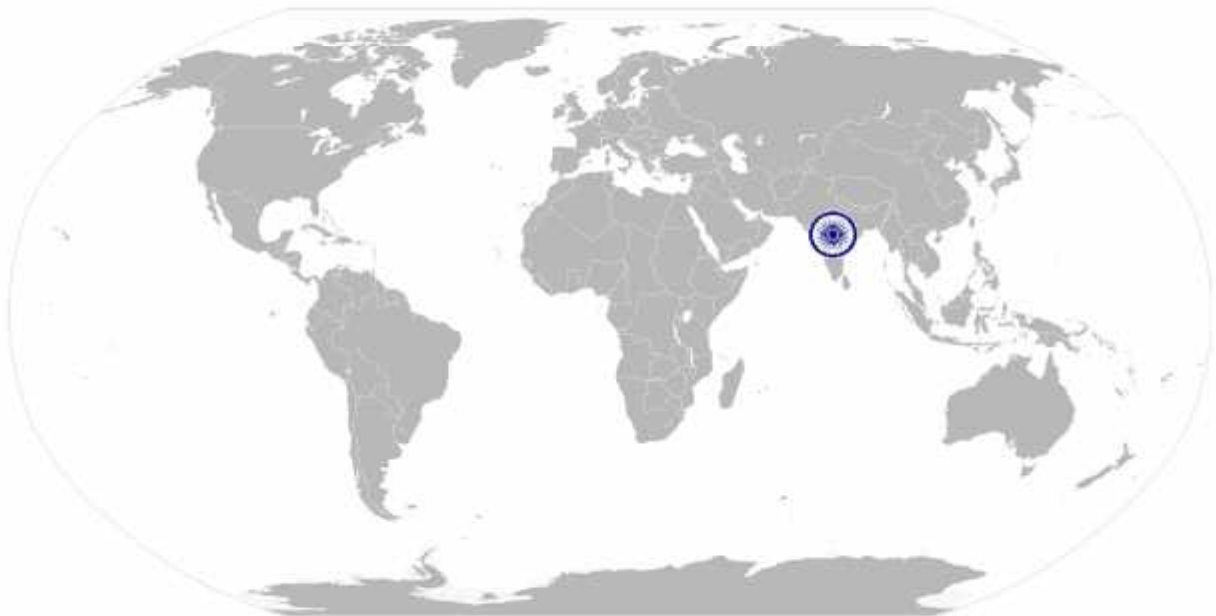
HSS/N 0604 Deliver radiation therapy treatment

NOS Version Control

NOS Code	HSS/N0604		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	10/01/17
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation	Curative	Next review date	5/12/21



National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an Individual to engage in evidence-based practice and professional learning.

HSS/N 0605 Engage in evidence-based practice and professional learning

Unit Code	HSS/N0605
Unit Title (Task)	Engage in evidence-based practice and professional learning
Description	This OS Unit describes the skills and knowledge required to Engage in evidence-based practice and professional learning
Scope	<p>The unit covers sector requirements to:</p> <ul style="list-style-type: none"> ▪ Apply critical and reflective thinking to resolve clinical challenges ▪ Maintain and enhance competence through lifelong learning and continuing professional development <p>This unit maps to the following international standards:</p> <ol style="list-style-type: none"> 1. Medical Radiation Practice Board of Australia <u>Professional Capabilities for medical radiation practice</u> (November 2013): Domain 3 2. Health and Care Professions Council (UK) <u>Standards of proficiency Radiographers</u> (28 May 2013)
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Apply critical and reflective thinking to resolve clinical challenges	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. identify the clinical challenge or question</p> <p>PC2. identify information required to respond to the challenge or question</p> <p>PC3. select appropriate methods to collect and assess evidence</p> <p>PC4. identify, access or collect information from credible sources</p> <p>PC5. assess adequacy of information to answer the issue under inquiry</p> <p>PC6. interpret findings, applying clinical reasoning and reflective processes to identify implications for practice</p> <p>PC7. review clinical action plans/protocols to take account of findings</p>
Maintain and enhance competence through lifelong learning and continuing professional development	<p>PC8. conduct professional responsibilities to undertake continuing professional development (CPD)</p> <p>PC9. demonstrate an awareness of the boundaries of their professional competence and responsibilities and seeks advice, education and training, further support and supervision when required</p> <p>PC10. critically reflect on personal strengths and limitations to identify learning required to improve and adapt professional practice</p> <p>PC11. seek input from others to confirm learning needs of self and others to deliver improved client outcomes</p> <p>PC12. plan and implement steps to address professional development needs</p> <p>PC13. evaluate and share with others regarding new information and knowledge and integrate into practice as appropriate</p>
Knowledge and Understanding (K)	

HSS/N 0605 Engage in evidence-based practice and professional learning

A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1 organisational procedures relating to: <ul style="list-style-type: none"> Responsibilities to maintain professional competence and undertake ongoing professional development. accessing training, learning and development needs for oneself and/or others within one's organisation
B. Technical knowledge	The user/individual on the job needs to know and understand: KB1. commonly used quantitative and qualitative research methods KB2. techniques and processes to critically evaluate new information and knowledge and for integration into professional practice KB3. principles of reflective practice and how to apply them. KB4. methods and techniques to critically evaluate personal strengths and limitations; how to seek and utilise supervision effectively; and how to identify ongoing learning needs and meet those needs KB5. how to undertake professional self-reflection during and after a clinical challenge or experience which may involve structured and informal reflection to review and integrate knowledge and findings into practice. KB6. basic structure and function of the body system and associated component KB7. process, condition & resources required by the body to support healthy functioning
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Writing Skills The user/ individual on the job needs to: SA1. demonstrate high level literacy skills needed for written information about workplace requirements such as: <ul style="list-style-type: none"> Document a development plan Reading Skills The user/individual on the job needs to demonstrate how to: SA2. read research and journal articles regarding Radiation Therapy professional practice SA3. read about procedures, regulations and guidelines related to the organisation and the profession
	Oral Communication (Listening and Speaking skills) The user/individual on the job needs to demonstrate how to: SA4. demonstrate communication skills as required by specific work role, including: <ul style="list-style-type: none"> Active listening skills interpreting and following verbal and/or written instructions providing information
B. Professional Skills	Decision Making The user/individual on the job needs to demonstrate how to: SB1. make professional decisions pertaining to the concerned area of work in

HSS/N 0605 Engage in evidence-based practice and professional learning

	<p>relation to job role within scope of practice</p> <p>SB2. make decisions based on applicable protocols</p> <p>SB3. make decisions about continuing professional development as an outcome of clinical reflection</p>
	<p>Plan and Organize</p>
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB4. plan and organise own professional development</p> <p>SB5. plan and organise files and documents</p>
	<p>Patient Centricity</p>
	<p>The user/individual on the job needs to demonstrate how to: N/A</p>
	<p>Problem Solving</p>
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB6. identify the existence of any problem</p> <p>SB7. apply critical and reflective thinking to resolve clinical challenges</p>
	<p>Analytical Thinking</p>
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB8. use professional reasoning skills</p>
	<p>Critical Thinking</p>
	<p>The user/individual on the job needs to demonstrate how to:</p> <p>SB9. question, analyse, synthesise, interpret, and use cognitive reasoning</p> <p>SB10. undertake critical appraisal of literature and evidence</p> <p>SB11. apply critical and reflective thinking to resolve clinical challenges</p>

HSS/N 0605 Engage in evidence-based practice and professional learning

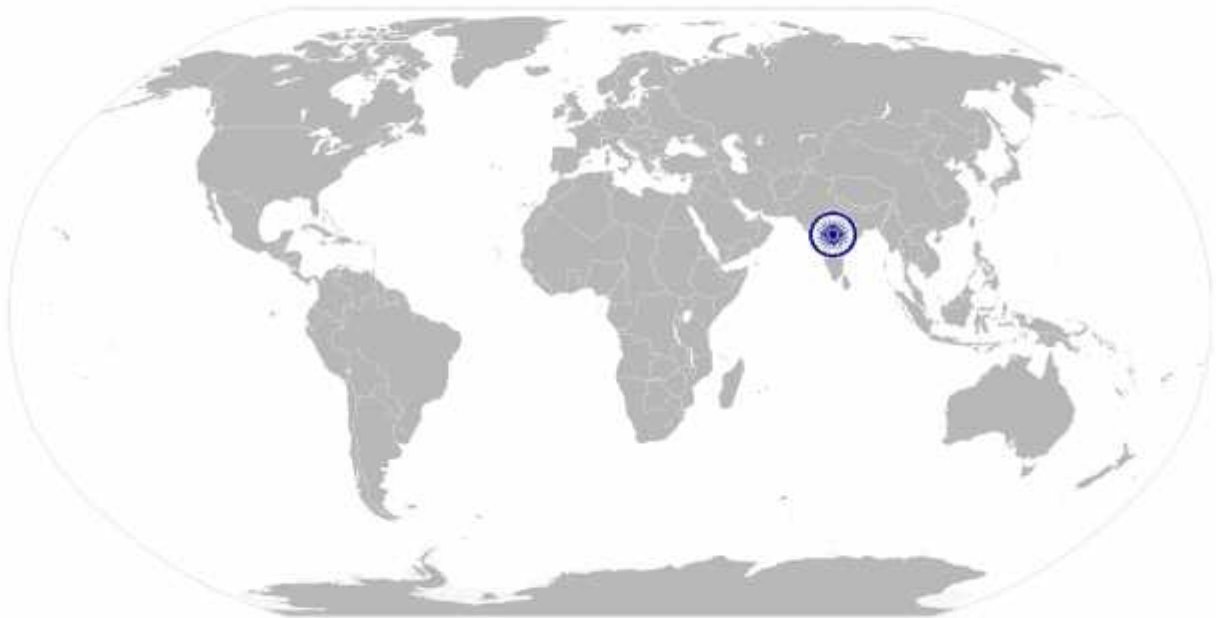
NOS Version Control

NOS Code	HSS/N0605		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	10/01/17
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation	Curative	Next review date	5/12/21



HSS/N 9615 Maintain interpersonal relationship with patients, colleagues and others

National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding and skills required in an allied health professional to exhibit and maintain interpersonal relations with co-workers and patients, meeting work requirements and effective team work.

HSS/N 9615 Maintain interpersonal relationship with patients, colleagues and others

Unit Code	HSS/N 9615
Unit Title (Task)	Maintain interpersonal relationship with patients, colleagues and others
Description	This OS unit is about effective communication and exhibiting professional behavior with co-workers, patients & their family members in response to queries or as part of health advice and counseling. It also describes the skills required for meeting work requirements by allied health professionals working in a team or collaborative environment.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Communicating and maintaining professional behavior with co-workers and patients & their families Working with other people to meet requirements Establishing and managing requirements ,planning and organizing work, ensuring accomplishment of the requirements
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Communicating & maintaining professional behavior with co-workers and patients & their families	To be competent, the user/individual on the job must be able to PC1. communicate effectively with all individuals regardless of age, caste, gender, community or other characteristics without using terminology unfamiliar to them PC2. utilize all training and information at one's disposal to provide relevant information to the individual PC3. confirm that the needs of the individual have been met PC4. respond to queries and information needs of all individuals PC5. adhere to guidelines provided by one's organization or regulatory body relating to confidentiality PC6. respect the individual's need for privacy PC7. maintain any records required at the end of the interaction
Working with other people to meet requirements	PC8. integrate one's work with other people's work effectively PC9. utilize time effectively and pass on essential information to other people on timely basis PC10. work in a way that shows respect for other people PC11. carry out any commitments made to other people PC12. reason out the failure to fulfill commitment PC13. identify any problems with team members and other people and take the initiative to solve these problems
Establishing and managing requirements	PC14. clearly establish, agree, and record the work requirements PC15. ensure his/her work meets the agreed requirements PC16. treat confidential information correctly PC17. work in line with the organization's procedures and policies and within the limits of his/her job role
Knowledge and Understanding (K)	
A. Organizational	The user/individual on the job needs to know and understand:

HSS/N 9615 Maintain interpersonal relationship with patients, colleagues and others

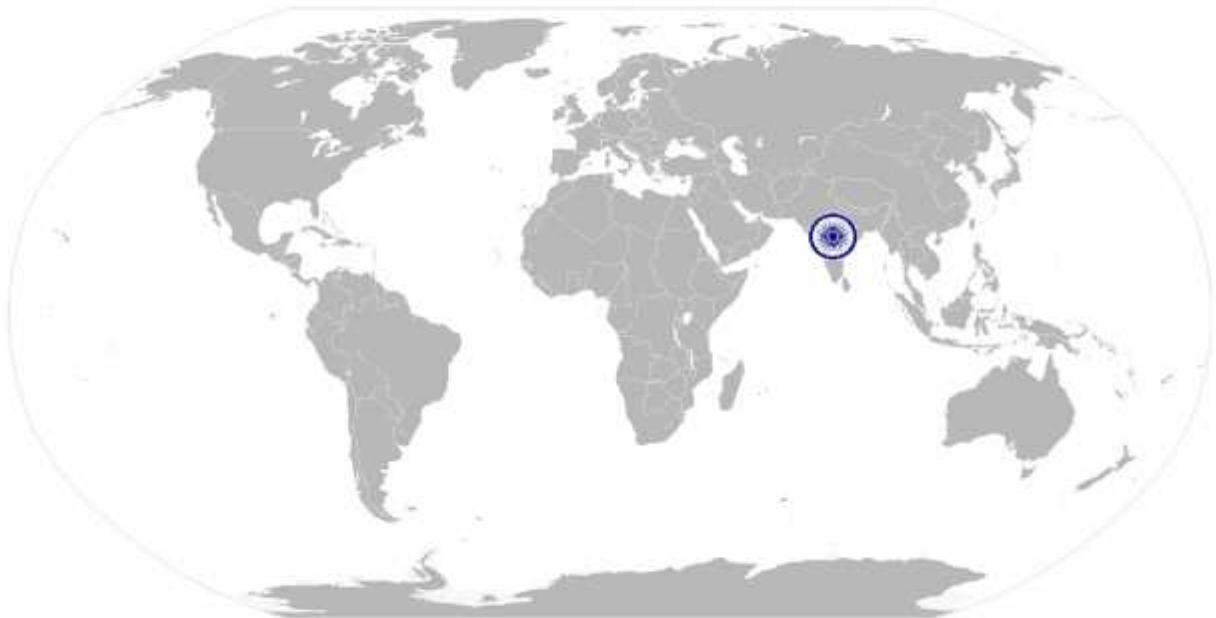
<p>Context (Knowledge of the company / organization and its processes)</p>	<p>KA1. guidelines on communicating with patients and other individuals KA2. guidelines on maintaining confidentiality and respecting need for privacy KA3. the business, mission, and objectives of the organization KA4. the scope of work of the role KA5. the responsibilities and strengths of the team and their importance to the organization KA6. the information that is considered confidential to the organization KA7. effective working relationships with the people external to the team, with which the individual works on a regular basis KA8. procedures in the organization to deal with conflict and poor working relationships KA9. the relevant policies and procedures of the organization</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. how to communicate effectively (face-to-face, by telephone and in writing) KB2. how to handle stressful or risky situations when communicating with patients and/or other individuals KB3. when to ask for assistance when situations are beyond one's competence and authority KB4. how to maintain confidentiality and to respect an individual's need for privacy KB5. how to ensure that all information provided to individuals is from reliable sources KB6. disclosure of any information to unauthorized persons would subject to disciplinary action and possible termination KB7. the essential information that needs to be shared with other people KB8. the importance of effective working relationships and how these can contribute towards effective working relationships on a day-to-day basis KB9. the importance of integrating ones work effectively with others KB10. the types of working relationships that help people to work well together and the types of relationships that need to be avoided KB11. the types of opportunities an individual may seek out to improve relationships with others KB12. how to deal with difficult working relationships with other people to sort out KB13. the importance of asking the appropriate individual for help when required KB14. the importance of planning, prioritizing and organizing, timely work KB15. the importance of clearly establishing work requirement KB15. the importance of being flexible in changing priorities when the importance and urgency comes into play KB16. how to make efficient use of time, and to avoid things that may prevent work deliverables from being expedited KB17. the importance of keeping the work area clean and tidy</p>
<p>Skills (S) [Optional]</p>	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. write effective communications to share information with the team members and other people outside the team SA2. write at least one local/ official language used in the local community SA3. report progress and results</p>

HSS/N 9615 Maintain interpersonal relationship with patients, colleagues and others

	SA4. record problems and resolutions
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA5. read and understand work related documents and information shared by different sources SA6. read organizational policies and procedures
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA7. communicate essential information to colleagues face-to-face or through telecommunication SA8. speak at least one local language SA9. question others appropriately in order to understand the nature of the request or complaint SA10. report progress and results SA11. interact with other individuals SA12. negotiate requirements and revised agreements for delivering them
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. make decisions on information to be communicated based on needs of the individual and various regulations and guidelines
	Plan and Organize
	The user/individual on the job needs to know and understand: SB2. plan and organize files and documents
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB3. be responsive to problems of the individuals SB4. be available to guide, counsel and help individuals when required SB5. be patient and non-judgmental at all times SB6. communicate effectively with patients and their family, physicians, and other members of the health care team SB7. be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern SB8. be sensitive to potential cultural differences SB9. maintain patient confidentiality SB10. respect the rights of the patient(s)
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB11. understand problems and suggest an optimum solution after evaluating possible solutions


HSS/N 9615 Maintain interpersonal relationship with patients, colleagues and others

	Analytical Thinking
	The user/individual on the job needs to know and understand how to: Not applicable
	Critical Thinking
	The user/individual on the job needs to know and understand how to: Not applicable



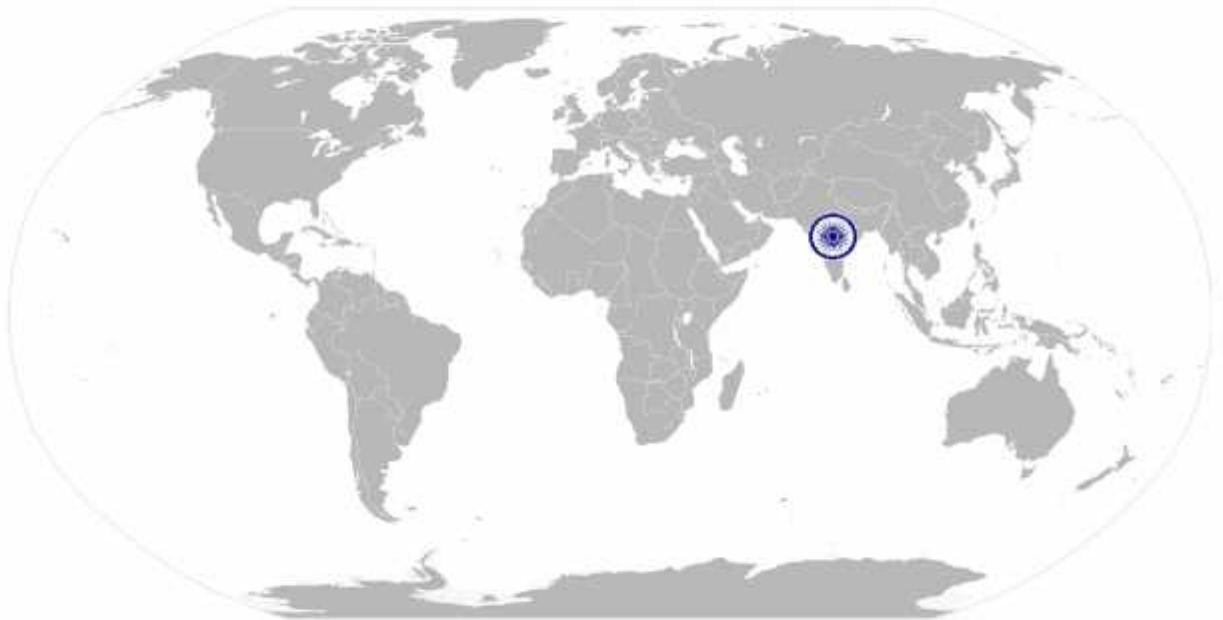
HSS/N 9615 Maintain interpersonal relationship with patients, colleagues and others

NOS Version Control

NOS Code	HSS/N 9615		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	18/01/2017
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation		Next review date	5/12/21



National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding, skills required in an allied Health Professional to recognize boundaries of the role and responsibilities, practice code of conduct and working within the level of competence in accordance with legislation, protocols and guidelines.

HSS/N 9616 Maintain professional & medico-legal conduct

Unit Code	HSS/N 9616
Unit Title (Task)	Maintain professional & medico-legal conduct
Description	This OS unit is about recognizing the boundaries of the role and responsibilities, practice code of conduct and working within the level of competence in accordance with legislation, protocols and guidelines set up by the healthcare provider.
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Acting within the limit of one's competence and authority <ul style="list-style-type: none"> ○ Knowing one's job role ○ Knowing one's job responsibility ○ Recognizing the job role and responsibilities of co workers • Following the code of conduct and demonstrating best practices in the field • Reference: 'This National Occupational Standard is from the UK Skills for Health suite [SFHGEN63, Act within the limits of your competence and authority] It has been tailored to apply to healthcare in India and has been reproduced with their Permission'
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Acting within the limit of one's competence and authority	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. adhere to legislation, protocols and guidelines relevant to one's role and field of practice</p> <p>PC2. work within organizational systems and requirements as appropriate to one's role</p> <p>PC3. recognize the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority</p> <p>PC4. maintain competence within one's role and field of practice</p>
Following the code of conduct and demonstrating best practices in the field	<p>PC5. maintain personal hygiene and contribute actively to the healthcare ecosystem</p> <p>PC6. use relevant research based protocols and guidelines as evidence to inform one's practice</p> <p>PC7. promote and demonstrate good practice as an individual and as a team member at all times</p> <p>PC8. identify and manage potential and actual risks to the quality and safety of practice</p> <p>PC9. evaluate and reflect on the quality of one's work and make continuing improvements</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company /	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. relevant legislation, standards, policies & procedures followed in the organization</p> <p>KA2. the medical procedures and functioning of required medical equipment</p> <p>KA3. role and importance of assisting other healthcare providers in delivering care</p>

HSS/N 9616 Maintain professional & medico-legal conduct

organization and its processes)	<p>KA4. how to engage and interact with other providers in order to deliver quality and maintain continued care</p> <p>KA5. personal hygiene measures and handling techniques</p>
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. the limitations and scope of the role and responsibilities of self and others</p> <p>KB2. the importance of working within the limits of one's competence and authority</p> <p>KB3. the importance of personally promoting and demonstrating good practice</p> <p>KB4. The detrimental effects of non-compliance</p> <p>KB5. the importance of intercommunication skills</p> <p>KB6. the legislation, protocols and guidelines affecting one's work</p> <p>KB7. the organizational systems and requirements relevant to one's role</p> <p>KB8. the sources of information and literature to maintain a constant access to upcoming research and changes in the field</p> <p>KB9. the difference between direct and indirect supervision and autonomous practice, and which combination is most applicable in different circumstances</p> <p>KB10. the importance of individual or team compliance with legislation, protocols, and guidelines and organizational systems and requirements</p> <p>KB11. how to report and minimize risks</p> <p>KB12. the principle of meeting the organization's needs, and how this should enable one to recognize one's own limitations and when one should seek support from others</p> <p>KB13.the processes by which improvements to protocols/guidelines and organizational systems/requirements should be reported</p> <p>KB14. the procedure for accessing training, learning and development needs for oneself and/or others within one's organization</p> <p>KB15. the actions that can be taken to ensure a current, clear and accurate understanding of roles and responsibilities is maintained, and how this affects the way one work as an individual or part of a team</p> <p>KB16. the risks to quality and safety arising from:</p> <ul style="list-style-type: none"> ○ Working outside the boundaries of competence and authority ○ Not keeping up to date with best practice ○ Poor communication ○ Insufficient support o Lack of resources <p>KB17.the importance of personal hygiene</p>
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. document reports, task lists, and schedules</p> <p>SA2. prepare status and progress reports</p> <p>SA3. record daily activities</p> <p>SA4. update other co-workers</p>
	<p>Reading Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. read about changes in legislations and organizational policies</p> <p>SA6.keep updated with the latest knowledge</p>

HSS/N 9616 Maintain professional & medico-legal conduct

	<p>Oral Communication (Listening and Speaking skills)</p>
	<p>The user/individual on the job needs to know and understand how to: SA7. discuss task lists, schedules, and work-loads with co-workers SA8. give clear instructions to patients and co-workers SA9. keep patient informed about progress SA10. avoid using jargon, slang or acronyms when communicating with a patient</p>
<p>B. Professional Skills</p>	<p>Decision Making</p>
	<p>The user/individual on the job needs to know and understand how to: SB1. make decisions pertaining to the concerned area of work in relation to job role SB2. act decisively by balancing protocols and work at hand</p>
	<p>Plan and Organize</p>
	<p>The user/individual on the job needs to know and understand: Not applicable</p>
	<p>Customer Centricity</p>
	<p>The user/individual on the job needs to know and understand how to: SB3. communicate effectively with patients and their family, physicians, and other members of the health care team SB4. be responsive and listen empathetically to establish rapport in a way that promotes openness on issues of concern SB5. be sensitive to potential cultural differences SB6. maintain patient confidentiality SB7. respect the rights of the patient(s)</p>
	<p>Problem Solving</p>
	<p>The user/individual on the job needs to know and understand how to: Not applicable</p>
	<p>Analytical Thinking</p>
	<p>The user/individual on the job needs to know and understand how to: Not applicable</p>
	<p>Critical Thinking</p>
	<p>The user/individual on the job needs to know and understand how to: Not applicable</p>

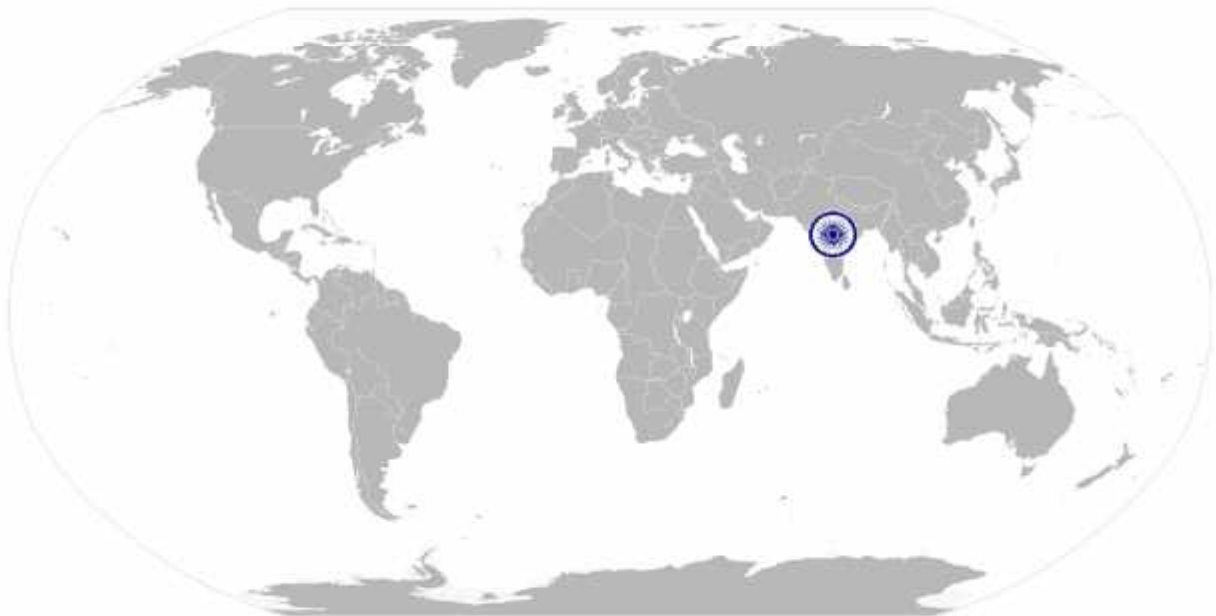
HSS/N 9616 Maintain professional & medico-legal conduct

NOS Version Control

NOS Code	HSS/N 9616		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	18/01/2017
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation		Next review date	5/12/21



National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding, skills required in an allied Health Professional to monitor the working environment, and making sure it meets health, safety and security requirements.

HSS/N 9617 Maintain a safe, healthy and secure working environment

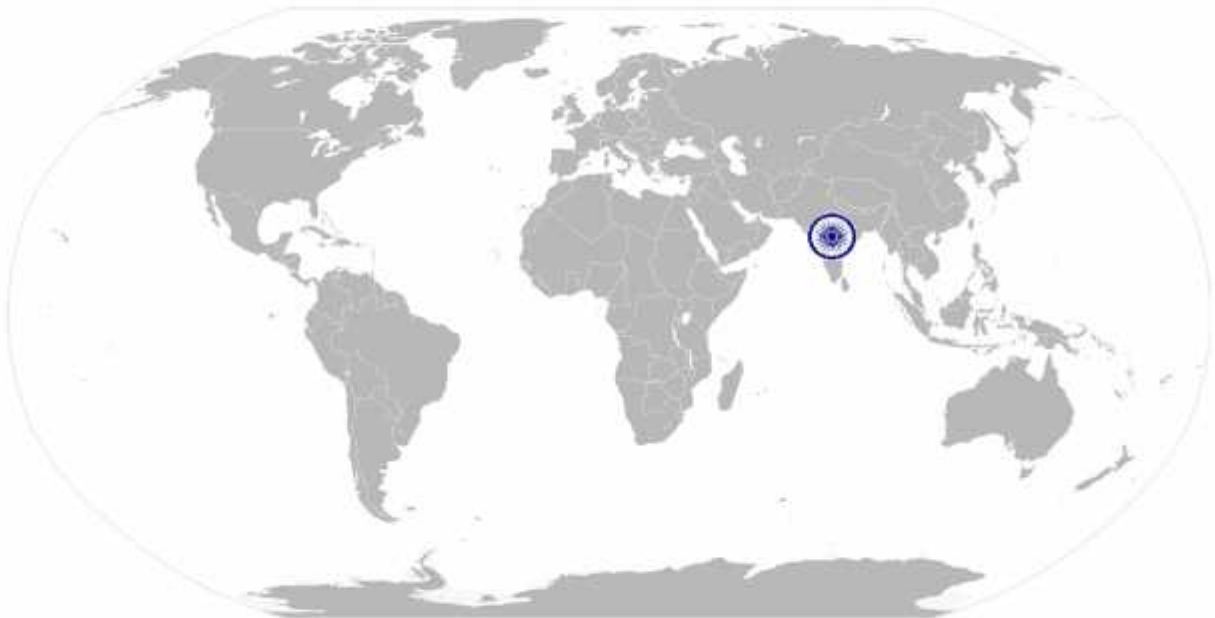
Unit Code	HSS/N 9617
Unit Title (Task)	Maintain a safe, healthy and secure working environment
Description	This OS unit is about monitoring the working environment and ensuring a safe, healthy, secure and effective working conditions
Scope	This unit/task covers the following: <ul style="list-style-type: none"> • Complying the health, safety and security requirements and procedures for workplace • Handling any hazardous situation with safely, competently and within the limits of authority • Reporting any hazardous situation and breach in procedures to ensure a safe, healthy, secure working environment
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Complying the health, safety and security requirements and procedures for workplace	To be competent, the user/individual on the job must be able to PC1. identify individual responsibilities in relation to maintaining workplace health safety and security requirements PC2. comply with health, safety and security procedures for the workplace PC3. comply with health, safety and security procedures and protocols for environmental safety
Handling hazardous situation	PC4. identify potential hazards and breaches of safe work practices PC5. identify and interpret various hospital codes for emergency situations PC6. correct any hazards that individual can deal with safely, competently and within the limits of authority PC7. provide basic life support (BLS) and first aid in hazardous situations, whenever applicable PC8. follow the organization's emergency procedures promptly, calmly, and efficiently PC9. identify and recommend opportunities for improving health, safety, and security to the designated person PC10. complete any health and safety records legibly and accurately
Reporting any hazardous situation	PC11. report any identified breaches in health, safety, and security procedures to the designated person PC12. promptly and accurately report the hazards that individual is not allowed to deal with to the relevant person and warn other people who may get affected
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. the importance of health, safety, and security in the workplace KA2. the basic requirements of the health and safety and other legislations and regulations that apply to the workplace KA3. the person(s) responsible for maintaining healthy, safe, and secure workplace KA4. the relevant up-to-date information on health, safety, and security that applies

HSS/N 9617 Maintain a safe, healthy and secure working environment

its processes)	to the workplace KA5. the responsibilities of individual to maintain safe, healthy and secure workplace KA6. how to report the hazard
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. requirements of health, safety and security in workplace KB2. how to create safety records and maintaining them KB3. the importance of being alert to health, safety, and security hazards in the work environment KB4. the common health, safety, and security hazards that affect people working in an administrative role KB5. how to identify health, safety, and security hazards KB6. the importance of warning others about hazards and how to do so until the hazard is dealt with
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. report and record incidents
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. read and understand company policies and procedures
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA3. clearly report hazards and incidents with the appropriate level of urgency
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. make decisions pertaining to the area of work
	Plan and Organize
	The user/individual on the job needs to know and understand: SB2. plan for safety of the work environment
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB3. communicate effectively with patients and their family, physicians, and other members of the health care team SB4. be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern
Problem Solving	
The user/individual on the job needs to know and understand how to: SB5. identify hazards, evaluate possible solutions and suggest effective solutions	


HSS/N 9617 Maintain a safe, healthy and secure working environment

	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB6. analyze the seriousness of hazards
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB7. analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently



HSS/N 9617 Maintain a safe, healthy and secure working environment

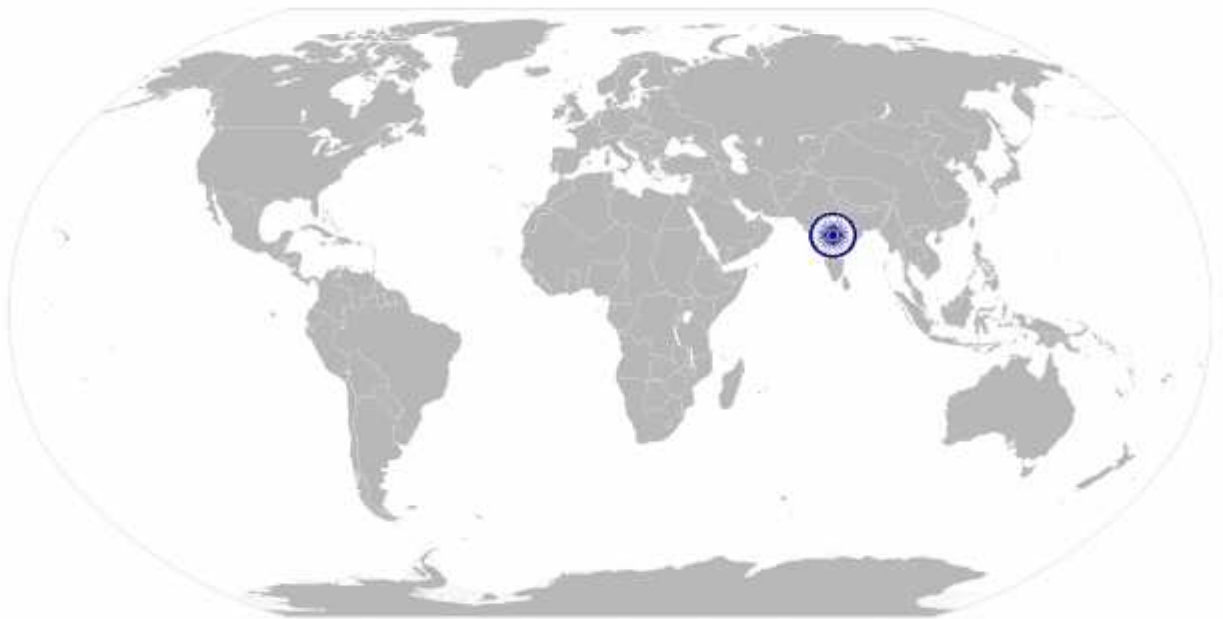
NOS Version Control

NOS Code	HSS/N 9617		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	18/01/2017
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation		Next review date	5/12/21



HSS/N 9618 Follow infection control policies & procedures including biomedical waste disposal protocols

National Occupational Standard



Overview

This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health professional to manage biomedical waste and to comply with infection control policies and procedures

HSS/N 9618 Follow infection control policies & procedures including biomedical waste disposal protocols

National Occupational Standard

Unit Code	HSS/N 9618
Unit Title (Task)	Follow infection control policies & procedures including biomedical waste disposal protocols
Description	This OS unit is about the safe handling and management of health care waste and following infection control polices.
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Classification of the waste generated, segregation of biomedical waste, proper collection and storage of waste • Complying with effective infection control protocols that ensures the safety of the patient(or end-user of health-related products/services) • Maintaining personal protection and preventing the transmission of infection from person to person <p>Reference: 'The content of this National Occupational Standard is drawn from the UK Skills for Health NOS [SFHCHS212 Disposal of clinical and non-clinical waste within healthcare and SFHCHS213 Implement an audit trail for managing waste within healthcare]</p>

Performance Criteria(PC) w.r.t. the Scope

Element	Performance Criteria
Classification of the Waste Generated, Segregation of Biomedical Waste ,Proper collection and storage of Waste	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. handle, package, label, store, transport and dispose of waste appropriately to minimize potential for contact with the waste and to reduce the risk to the environment from accidental release</p> <p>PC2.store clinical or related waste in an area that is accessible only to authorized persons</p> <p>PC3. minimize contamination of materials, equipment and instruments by aerosols and splatter</p>
Complying with an effective infection control protocols	<p>PC4. apply appropriate health and safety measures following appropriate personal clothing & protective equipment for infection prevention and control</p> <p>PC5. identify infection risks and implement an appropriate response within own role and responsibility in accordance with the policies and procedures of the organization</p> <p>PC6. follow procedures for risk control and risk containment for specific risks. Use signs when and where appropriate</p> <p>PC7. follow protocols for care following exposure to blood or other body fluids as required</p> <p>PC8. remove spills in accordance with the policies and procedures of the organization</p> <p>PC9.clean and dry all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled</p> <p>PC10. demarcate and maintain clean and contaminated zones in all aspects of health care work</p> <p>PC11. confine records, materials and medicaments to a well-designated clean zone</p> <p>PC12. confine contaminated instruments and equipment to a well-designated contaminated zone</p>

HSS/N 9618 Follow infection control policies & procedures including biomedical waste disposal protocols

	<p>PC13. decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilization protocols</p> <p>PC14. replace surface covers where applicable</p> <p>PC15. maintain and store cleaning equipment</p> <p>PC16. report and deal with spillages and contamination in accordance with current legislation and procedures</p>
<p>Maintaining personal protection and preventing the transmission of infections from person to person</p>	<p>PC17. maintain hand hygiene following hand washing procedures before and after patient contact /or after any activity likely to cause contamination</p> <p>PC18. cover cuts and abrasions with water-proof dressings and change as necessary</p> <p>PC19. change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact</p> <p>PC20. perform additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection</p>
<p>Knowledge and Understanding (K)</p>	
<p>A. Organizational Context (Knowledge of the company / organization and its processes)</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. relevant up-to-date information on health, safety, and security that applies to the organization</p> <p>KA2. organization's emergency procedures and responsibilities for handling hazardous situations</p> <p>KA3. person(s) responsible for health, safety, and security in the organization</p> <p>KA4. good personal hygiene practice including hand care</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. importance of and how to handle, package, label, store, transport and dispose of waste appropriately to minimize potential for contact with the waste and to reduce the risk to the environment from accidental release</p> <p>KB2. the importance to adhere to the organizational and national waste management principles and procedures</p> <p>KB3. the hazards and risks associated with the disposal and the importance of risk assessments and how to provide these</p> <p>KB4. the required actions and reporting procedures for any accidents, spillages and contamination involving waste</p> <p>KB5. the requirements of the relevant external agencies involved in the transport and receipt of your waste</p> <p>KB6. the importance of organizing, monitoring and obtaining an assessment of the impact the waste may have on the environment</p> <p>KB7. The current national legislation, guidelines, local policies and protocols which affect work practice</p> <p>KB8. the policies and guidance that clarify scope of practice, accountabilities and the working relationship between yourself and others</p> <p>KB9. identification and management of infectious risks in the workplace</p> <p>KB10. aspects of infectious diseases including opportunistic organisms & pathogens</p> <p>KB11. basic microbiology including bacteria and bacterial spores, fungi, viruses</p> <p>KB12. the path of disease transmission including direct contact and penetrating</p>

HSS/N 9618 Follow infection control policies & procedures including biomedical waste disposal protocols

	<p>injuries, risk of acquisition</p> <p>KB13. how to clean and sterile techniques</p> <p>KB14. susceptible hosts including persons who are immune suppressed, have chronic diseases such as diabetes and the very young or very old</p> <p>KB15. routine surface cleaning procedures at the start and end of the day, managing a blood or body fluid spill</p> <p>KB16. sharps handling and disposal techniques</p> <p>KB17. effective hand hygiene including hand wash, surgical hand wash, when hands must be washed</p> <p>KB18. good personal hygiene practice including hand care</p> <p>KB19. how to use personal protective equipment such as:</p> <p>KB20. The personal clothing and protective equipment required to manage the different types of waste generated by different work activities</p>
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. report and record incidents</p> <p>Reading Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA2.read and understand company policies and procedures pertaining to managing biomedical waste and infection control and prevention</p> <p>Oral Communication (Listening and Speaking skills)</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. listen patiently</p> <p>SA4. report hazards and incidents clearly with the appropriate level of urgency</p>
B. Professional Skills	<p>Decision Making</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. take in to account opportunities to address waste minimization, environmental responsibility and sustainable practice issues</p> <p>SB2. apply additional precautions when standard precautions are not sufficient</p> <p>Plan and Organize</p> <p>The user/individual on the job needs to know and understand:</p> <p>SB3. consistently ensure instruments used for invasive procedures are sterile at time of use (where appropriate)</p> <p>SB4. consistently follow the procedure for washing and drying hands</p> <p>SB5. consistently maintain clean surfaces and limit contamination</p> <p>Customer Centricity</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB6. how to make exceptional effort to keep the environment and work place clean</p> <p>Problem Solving</p>

HSS/N 9618 Follow infection control policies & procedures including biomedical waste disposal protocols

	The user/individual on the job needs to know and understand how to: SB7. identify hazards and suggest effective solutions to identified problems pertaining to hospital waste and related infections
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB8. analyze the seriousness of hazards pertaining to hospital waste and related infections
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB9. apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to act SB10. take into account opportunities to address waste minimization, prevent infection, environmental responsibility and sustainable practice issues



HSS/N 9618 Follow infection control policies & procedures including biomedical waste disposal protocols

NOS Version Control

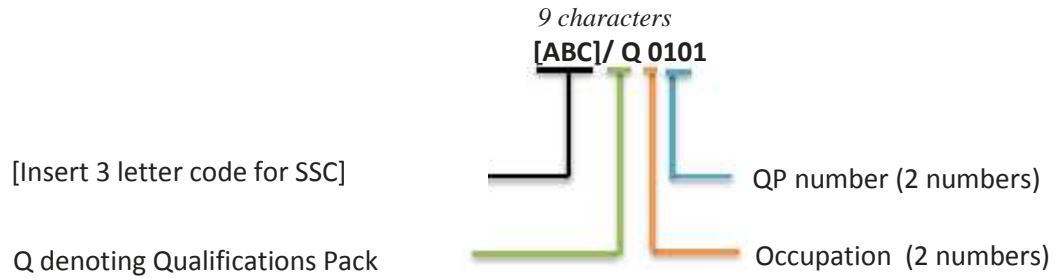
NOS Code	HSS/N 9618		
Credits (NSQF)	TBD	Version number	1.0
Industry	Healthcare	Drafted on	18/01/2017
Industry Sub-sector	Allied Health & Paramedics	Last reviewed on	6/12/17
Occupation		Next review date	5/12/21



Annexure

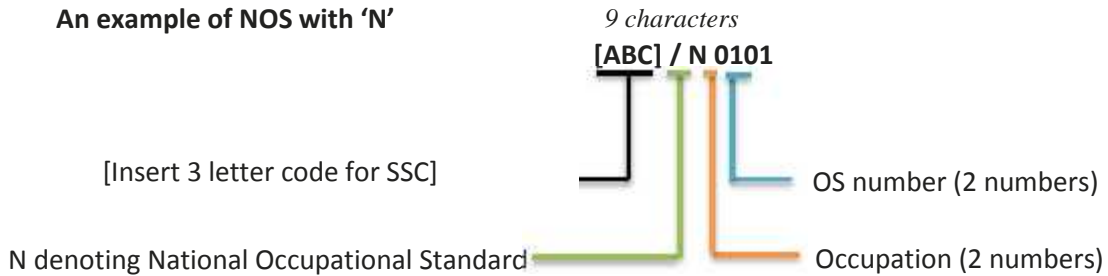
Nomenclature for QP and NOS

Qualifications Pack



Occupational Standard

An example of NOS with 'N'



Qualifications Pack For Radiation Therapy Technologist

The following acronyms/codes have been used in the nomenclature above:

Sub-sector	Range of Occupation numbers
Diagnostic	01-20
Curative Services	21-50
Non-direct Care	51-75
Rehabilitative	76-85
Community Related	86-95
Generic/ General Health	96-99

Sequence	Description	Example
Three letters	Industry name	HSS
Slash	/	/
Next letter	Whether QP or NOS	N
Next two numbers	Occupation code	01
Next two numbers	OS number	01

Criteria For Assessment Of Trainees

Job Role Radiation Therapy Technologist

Qualification Pack HSS/Q0601

Sector Skill Council Healthcare Sector Skill Council

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
5. To pass the Qualification Pack , every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
6. In case of *unsuccessful completion*, the trainee may seek reassessment on the Qualification Pack.

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks (Theory)	Total Marks (Practical)	Marks Allocation		
				Out Of	Viva	Skills Practical
1. HSS/N 0601: Work effectively in radiation therapy practice	PC1. Conduct professional behaviour in consistent with nationally and internationally accepted standards of best practice, as documented by the AARTI Radiation Technologists' Code of Ethics	20	200	5	0	5
	PC2. Manage personal, mental and physical health to ensure fitness to practice			5	0	5
	PC3. Follow ethical and legal requirements in decision-making in all work undertaken with awareness of potential ethical complexity in own work role			5	0	5
	PC4. Reflect understanding and compliance with the principles of duty of care and legal responsibilities in all work undertaken			10	5	5

Qualifications Pack For Radiation Therapy Technologist

PC5. Provide relevant information to patient and use appropriate methods to obtain informed consent	10	5	5
PC6. Respect and maintain privacy, confidentiality and consent / permission of patient/patient, family, significant others, colleagues and employing organisation	10	2	8
PC7. Advocate on behalf of the patient including the rights and interests of individuals	10	5	5
PC8. Report to seniors concerning any error made in connection with patient's treatment and care	5	0	5
PC9. Adhere to organizational and departmental policies, procedures and protocols and guidelines relevant to the role	10	5	5
PC10. Respond appropriately to unsafe or unprofessional practice	10	5	5
PC11. Integrate organisational policies and guidelines with professional standards	10	5	5
PC12. Apply relevant quality frameworks	10	5	5
PC13. Perform daily work tasks and responsibilities in an organised, timely and goal-driven manner	10	5	5
PC14. Effectively manage daily work load using a range of professional skills, including professional reasoning, prioritisation, problem-solving, adaptation, negotiation and delegation	10	0	10
PC15. Manage changing circumstances by reassessing work priorities and adapting work practices	5	2	3
PC16. Complete necessary work tasks according to expected performance standards and timeframes	5	2	3
PC17. Contribute to the team to enable effective services integration, focused on shared patient-centred goals	5	2	3
PC18. Use and manage workplace resources efficiently, safely and responsibly to support practice within financial constraints	5	0	5
PC19. Perform workplace tasks to a standard consistent with the requirements of workplace protocols, procedures and legislation	5	2	3

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	PC20. Complete administrative duties accurately, systematically and within established timeframes			4	2	2
	PC21. Effectively use established communication systems and protocols within the work environments to support practice			5	3	2
	PC22. Contribute to team effectiveness			6	4	2
	PC23. Collaborate with other health practitioners			10	5	5
	PC24. Deliver effective services to a standard commensurate with experience, support and workplace expectations			10	5	5
	PC25. Apply an understanding of the principles and processes of safety, continuous quality improvement (CQI) and quality assurance			10	5	5
	PC26. Participate in relevant workplace and professional quality improvement activities			10	5	5
	TOTAL	20	200	200	79	121
2.HSS/N 0602: Implement safe radiation practice to protect and enhance patient safety	PC1. Apply national radiation safety legislation, radiation safety guidelines and international best practice for radiation	20	200	10	5	5
	PC2. Apply principles of risk management relevant to radiation			5	2	3
	PC3. Identify radiation risks and apply related risk control systems and procedures			10	5	5
	PC4. Identify and apply safe radiation practice			10	5	5
	PC5. Follow patient identification procedures to confirm the correct match of patient with intended procedure			10	6	4
	PC6. Review, communicate, record and manage client information accurately, consistent with protocols, procedures and legislative requirements for maintaining patient records			10	5	5
	PC7. Identify and manage risks associated with patient transfers			10	5	5
	PC8. Identify and manage risk of infection, including during aseptic procedures			10	5	5

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PC9. Deliver radiation therapy in accordance with the prescription, parameters and instructions			10	4	6
PC10. identify functions and limitations of equipment and instrumentation to confirm working condition within acceptable operating parameters			10	3	7
PC11. Identify unacceptable condition of operation of equipment and instrumentation			10	7	3
PC12. Follow protocols to record and report non-conformance of equipment			10	6	4
PC13. Follow protocols for delivery of treatment subsequent to correction of nonconformance			5	2	3
PC14. comply with legal responsibilities for health and safety of self and others			5	2	3
PC15. Identify safety hazards in the workplace and apply knowledge of responsibilities for notification			5	3	2
PC16. Identify, confirm and implement methods of radiation management			5	2	3
PC17. identify interactions with matter, early and late effects and stochastic and deterministic effects of radiation exposure			10	5	5
PC18. Identify occupancy risks related to proximity of radiation and radioactive storage			10	5	5
PC19. Confirm knowledge of layout planning considerations for radiation installations			10	4	6
PC20. Provide information on radiation-related hazards and control measures to others in the workplace			5	2	3
PC21. Use appropriate personal protective clothing, equipment and personnel monitoring devices			5	3	2
PC22. Monitor and identify environmental risks of manufactured radiation and radioactivity			5	2	3
PC23. Identify and implement safe and legal methods during possession, use, storage and disposal of radiation sources including understanding of shielding requirements			5	3	2

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	PC24. Implement protocols and procedures in response to event reporting in radiation therapy			5	2	3
	PC25. Report incidents in accordance with protocols, procedures and legal requirements			10	5	5
	TOTAL	20	200	200	98	102
3. HSS/N 0603: Plan and prepare patient for radiation therapy treatment	PC1. Determine immobilization methods suitable for simulation, planning and treatment in consultation with the treating physician and medical physicist	10	200	10	5	5
	PC2. Identify type of immobilization required for a particular radiation therapy procedure and/or treatment technique			10	5	5
	PC3. Fabricate or adapt suitable immobilization devices and ancillary equipment as required in radiation therapy			10	5	5
	PC4. Recognize limitations/restrictions in the use of stabilization and immobilization devices			10	5	5
	PC5. Evaluate images for patient by applying knowledge of oncologic physiology			10	5	5
	PC6. Determine imaging modalities suited to individual patient presentations and related planning procedures			10	5	5
	PC7. Perform CT-based simulation for all major cancer sites, patient presentations and related planning procedures			10	5	5
	PC8. Identify usage of MRI and PET in simulation imaging			20	10	10
	PC9. Evaluate suitability and feasibility of using the immobilization devices in MRI and in PET			10	5	5
	PC10. Relate design and operation of general all imaging modalities (e.g. CT, MRI, PET-CT) systems			10	5	5
	PC11. Identify imaging parameters, scan protocols and relative dose levels based on the range of patient presentations			10	5	5
	PC12. Perform and evaluate CT examinations of the body and when appropriate, modify them to take into account patient/client presentation and clinical indications			10	5	5

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	PC13. Apply post processing techniques, including multi-planar reformats and volume imaging			10	5	5
	PC14. Apply relatively DICOM and DICOM-RT objects			20	10	10
	PC15. Transmit the selected images/image series to the appropriate treatment planning systems through the network			10	5	5
	PC16. Perform legislative duties relating to ownership, storage, retention and destruction of patient records and other practice documentation			10	5	15
	PC17. Ensure correct usage of patient information management systems			10	15	5
	PC18. Ensure correct verification and management of information			10	4	6
	TOTAL	10	200	200	109	111
4. HSS/N 0604: Deliver radiation therapy treatment	PC1. Review the patient's clinical prescription and instructions and match with treatment plan, referral and current medical information to confirm the requested procedure is appropriate	20	200	10	5	5
	PC2. Determine the appropriate imaging and/or treatment protocols and priorities, in accordance with the clinical prescription and instructions			10	5	5
	PC3. Ensure that clinical instructions are followed.			10	5	5
	PC4. Identify factors or conditions that may affect the patient's behaviour and /or capacity to undergo the procedure including pre-existing medical and/or physical and physiological conditions, age, pregnancy, psycho-social, socioeconomic, culture, language skills			10	5	5
	PC5. Obtain patient preparation requirements			10	5	5
	PC6. Identify patients most at risk; including pregnant women and the foetus; breast feeding mothers and their children			10	5	5
	PC7. Identify contraindications and limitations of medical radiation services; determine appropriate adjustments to procedures; and communicate these to the patient			5	2	3

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	PC8. Confirm treatment plan with Radiation Oncology team			10	5	5
	PC9. Complete required check lists			10	5	5
	PC10. Assess patient's general condition and treatment reaction during the radiation treatment and report to treating physician			10	5	5
	PC11. analyse on patient's condition justify the delivery of treatment			10	5	5
	Pc12. Apply e safe and effective use, design and operation of radiation therapy treatment systems			10	5	5
	PC13. Implement requirements for treatment delivery recording systems			10	5	5
	PC14. Implement the developed plans in accordance with clinical prescriptions and instructions			10	5	5
	PC15. Apply and verify the treatment parameters			10	5	5
	PC16. Implement the available imaging systems to verify patient positioning before delivery of radiation therapy treatment. Justify additional imaging radiation exposure for verification.			5	2	3
	PC17. Apply correct radiation type and use of correct accessories to deliver radiation treatment.			10	5	5
	PC18.monitor patient undergoing radiation treatment			10	5	5
	PC19. Manage and manipulate 3D datasets for patient positioning on treatment table			5	2	3
	PC20. Identify and respond to a patient's deteriorating condition, or inability to undergo a procedure or treatment, consistent with duty of care requirements			10	5	5
	PC21. Use safe procedures for manual handling, transferring and patient positioning			5	2	3
	PC22. Convey information and report when significant findings are identified by implementing protocols or instructions.			10	5	5
	TOTAL	20	200	200	98	102
5. HSS/N 0605:Engage in evidence- based	PC1.Identify the clinical challenge or question	10	200	20	10	10
	PC2.Identify information required to respond to the challenge or question			10	5	5

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practice and professional learning	PC3. Select appropriate methods to collect and assess evidence			20	10	10
	PC4. Identify, access or collect information from credible sources			20	10	10
	PC5. Assess adequacy of information to answer the issue under inquiry			10	5	5
	PC6. Interpret findings, applying clinical reasoning and reflective processes to identify implications for practice			10	5	5
	PC7. Review clinical action plans/protocols to take account of findings			10	5	5
	PC8. Conduct professional responsibilities to undertake continuing professional development (CPD)			10	5	5
	PC9. Demonstrate an awareness of the boundaries of their professional competence and responsibilities and seeks advice, education and training, further support and supervision when required			10	5	5
	PC10. Critically reflect on personal strengths and limitations to identify learning required to improve and adapt professional practice			10	5	5
	PC11. Seek input from others to confirm learning needs of self and others to deliver improved client outcomes			10	5	5
	PC12. Plan and implement steps to address professional development needs			30	10	20
	PC13. Critically evaluate and share with others new information and knowledge and integrate into practice as appropriate			30	10	20
	TOTAL	10	200	200	110	90
	6. HSS/N 9615 Maintain Interpersonal relationship with colleagues, patients and others	PC1. Communicate effectively with all individuals regardless of age, caste, gender, community or other characteristics without using terminology unfamiliar to them	5	50	5	2
PC2. Utilize all training and information at one's disposal to provide relevant information to the individual				3	1	2
PC3. Confirm that the needs of the individual have been met				2	0	2
PC4. Respond to queries and information needs of all individuals				2	1	1

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	PC5. Adhere to guidelines provided by one's organization or regulatory body relating to confidentiality			2	1	1
	PC6. Respect the individual's need for privacy			5	2	3
	PC7. Maintain any records required at the end of the interaction			2	1	1
	PC8. Integrate one's work with other people's work effectively			2	1	1
	PC9. Utilize time effectively and pass on essential information to other people on timely basis			5	2	3
	PC10. Work in a way that shows respect for other people			2	1	1
	PC11. Carry out any commitments made to other people			2	1	1
	PC12. Reason out the failure to fulfill commitment			2	1	1
	PC13. Identify any problems with team members and other people and take the initiative to solve these problems			2	1	1
	PC14. Clearly establish, agree, and record the work requirements			2	1	1
	PC15. Ensure his/her work meets the agreed requirements			2	1	1
	PC16. Treat confidential information correctly			5	2	3
	PC17. Work in line with the organization's procedures and policies and within the limits of his/her job role			5	2	3
	TOTAL	5	50	50	21	29
7.HSS/N 9616 Maintain professional & medico-legal conduct	PC1. Adhere to legislation, protocols and guidelines relevant to one's role and field of practice	5	50	5	2	3
	PC2. Work within organizational systems and requirements as appropriate to one's role			5	2	3
	PC3. Recognize the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority			10	5	5
	PC4. Maintain competence within one's role and field of practice			5	2	3

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	PC5. Maintain personal hygiene and contribute actively to the healthcare ecosystem			5	2	3
	PC6. Use relevant research based protocols and guidelines as evidence to inform one's practice			5	2	3
	PC7. Promote and demonstrate good practice as an individual and as a team member at all times			5	2	3
	PC8. Identify and manage potential and actual risks to the quality and safety of practice			5	2	3
	PC9. Evaluate and reflect on the quality of one's work and make continuing improvements			5	2	3
	TOTAL	5	50	50	21	29
8. HSS/N9617 Maintain a safe, healthy and secure working environment	PC1. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements	5	50	2	1	1
	PC2. Comply with health, safety and security procedures for the workplace			2	1	1
	PC3. Comply with health, safety and security procedures and protocols for environmental safety			2	1	1
	PC4. Identify potential hazards and breaches of safe work practices			5	2	3
	PC5. Identify and interpret various hospital codes for emergency situations			5	2	3
	PC6. Correct any hazards that individual can deal with safely, competently and within the limits of authority			4	2	2
	PC7. Provide basic life support (BLS) and first aid in hazardous situations, whenever applicable			5	2	3
	PC8. Follow the organization's emergency procedures promptly, calmly, and efficiently			5	2	3
	PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person			5	2	3
	PC10. Complete any health and safety records legibly and accurately			5	2	3
	PC11. Report any identified breaches in health, safety, and security procedures to			5	2	3

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	the designated person					
	PC12. Promptly and accurately report the hazards that individual is not allowed to deal with, to the relevant person and warn other people who may get affected			5	2	3
	Total	5	50	50	21	29
9. HSS/N9618 Follow biomedical waste disposal and infection control policies and procedures	PC1. Handle, package, label, store, transport and dispose of waste appropriately to minimize potential for contact with the waste and to reduce the risk to the environment from accidental release	5	50	5	2	3
	PC2. Store clinical or related waste in an area that is accessible only to authorized persons			5	2	3
	PC3. Minimize contamination of materials, equipment and instruments by aerosols and splatter			2	1	1
	PC4. Apply appropriate health and safety measures following appropriate personal clothing & protective equipment for infection prevention and control			2	1	1
	PC5. Identify infection risks and implement an appropriate response within own role and responsibility in accordance with the policies and procedures of the organization			2	1	1
	PC6. Follow procedures for risk control and risk containment for specific risks. Use signs when and where appropriate			2	1	1
	PC7. Follow protocols for care following exposure to blood or other body fluids as required			2	1	1
	PC8. Remove spills in accordance with the policies and procedures of the organization			2	1	1
	PC9. Clean and dry all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled			5	2	3
	PC10: Demarcate and maintain clean and contaminated zones in all aspects of health care work			2	1	1
	PC11. Confine records, materials and medicaments to a well-designated clean zone			2	1	1
	PC12. Confine contaminated instruments and equipment to a well-designated contaminated Zone			2	1	1

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PC13. Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilization protocols			2	1	1
PC14. Replace surface covers where applicable			3	1	2
PC15. Maintain and store cleaning equipment			2	1	1
PC16. Report and deal with spillages and contamination in accordance with current legislation and procedures			2	1	1
PC17. Maintain hand hygiene following hand washing procedures before and after patient contact and/or after any activity likely to cause contamination			2	1	1
PC18. Cover cuts and abrasions with water-proof dressings and change as necessary			2	1	1
PC19. Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact			2	1	1
PC20. Perform additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection			2	1	1
Total	5	50	50	23	27
Grand Total	Theory	Practical	Total		
	100	1200	1300		