

## Qualification Pack



# Medical Equipment Assistant (Basic Clinical Equipment)

QP Code: HSS/Q5601

Version: 2.0

NSQF Level: 3

Healthcare Sector Skill Council || 520, DLF Tower A, 5th Floor, Jasola District Centre  
New Delhi - 110025

## Qualification Pack

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## Qualification Pack

# HSS/Q5601: Medical Equipment Assistant (Basic Clinical Equipment)

## Brief Job Description

Medical Equipment Assistant (Basic Clinical Equipment) install, maintain and repair patient care equipment. They perform inspection, installation and preventative maintenance of general clinical equipment, including appropriate documentation for all service activities and training the hospital staff.

## Personal Attributes

Medical Equipment Assistant (Basic Clinical Equipment) should have the ability to understand and follow complex technical instructions, ability to pay close attention to detail, ability to effectively use computer applications, familiarity with the techniques of maintaining a filing system, accuracy, dependability, meticulous, communicative, a passion for helping people, experience in medical environment and terminology.

## Applicable National Occupational Standards (NOS)

### Compulsory NOS:

1. [HSS/N5601: Deliver and set-up medical equipment](#)
2. [HSS/N5602: Train and educate hospital staff](#)
3. [HSS/N5604: Provide on-call and on-site assistance](#)
4. [HSS/N9603: Act within the limits of ones competence and authority](#)
5. [HSS/N9606: Maintain a safe working environment](#)
6. [HSS/N9607: Practice code of conduct while performing duties](#)
7. [HSS/N5603: Calibrate and help in equipment maintenance](#)

## Qualification Pack (QP) Parameters

<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-Direct Care
<b>Country</b>	India

## Qualification Pack

<b>NSQF Level</b>	3
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/3211.0501
<b>Minimum Educational Qualification &amp; Experience</b>	12th Class with NA of experience OR 10th Class + I.T.I (2 years after Class 10th)
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>Deactivation Date</b>	31/03/2025
<b>NSQC Approval Date</b>	31/03/2022
<b>Version</b>	2.0
<b>Reference code on NQR</b>	2022/HLT/HSSC/05649
<b>NQR Version</b>	1.0

### Remarks:

These professionals would be absorbed for On-job training or apprenticeship for the full-fledged qualification of Home Health Aide

## Qualification Pack

### HSS/N5601: Deliver and set-up medical equipment

#### Description

This OS unit is about the Medical Equipment Technician (Basic Clinical Equipment) to deliver and set-up medical equipment.

#### Elements and Performance Criteria

*Providing and setting up the required medical equipment in the concerned medical department*

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

- PC1.** deliver and set up, or coordinate with hospital staff
- PC2.** ensure that all required equipment and item(s) are delivered in a timely manner as agreed upon by the supplier, and prescribing physician
- PC3.** ensure that all equipment and item(s) delivered to the hospital is consistent with the prescribing physicians order, needs, and limitations
- PC4.** provide all equipment and item(s) that are necessary to operate the equipment
- PC5.** perform further adjustments as applicable

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** relevant legislation, standards, policies, and procedures followed by the provider
- KU2.** follows established protocols as defined in organisations policy while keeping and maintaining the medical records
- KU3.** check the related forms required during equipment set-up
- KU4.** assemble the equipment appropriately
- KU5.** have knowledge about the equipment

#### Generic Skills (GS)

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

- GS1.** use effective written communication protocols
- GS2.** communicate information (for example, facts, ideas, or messages) in a brief, clear, and organised manner
- GS3.** produce written information, which may include technical material, that is appropriate for the intended audience
- GS4.** understand and interpret written material, including technical materials, rules, regulations, instructions, reports, charts, graphs, or tables
- GS5.** practice effective communication with colleagues and other health professionals while maintaining a professional attitude
- GS6.** seek out and listen to colleagues and other health professionals

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- GS7.** express information (for example, ideas or facts) to individual or groups effectively, taking into account the audience and nature of the information
- GS8.** how to make sound, well-informed, and objective decisions
- GS9.** how to perceive the impact and implications of decisions
- GS10.** develop specific goals and plans to prioritise, organise, and accomplish work
- GS11.** how to work with clients and customers (that is, any individual who uses or receives the services or products that unit produces, including the general public, individuals who work in the agency, other agencies, or organisations outside the Government)
- GS12.** how to assess their needs, provide information or assistance, resolves their problems, or satisfies their expectations; knows about available products and services; is committed to provide quality products and services
- GS13.** detect the fault and take corrective measures
- GS14.** analyse information and use logic to address work-related issues and problems
- GS15.** analyse, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently
- GS16.** demonstrate the ability to adapt to rapidly changing situations, e.g.: responds appropriately to critical situations, retains composure in stressful situations, applies existing skills to new situations

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Providing and setting up the required medical equipment in the concerned medical department</i>	<b>40</b>	<b>140</b>	-	<b>60</b>
<b>PC1.</b> deliver and set up, or coordinate with hospital staff	40	35	-	15
<b>PC2.</b> ensure that all required equipment and item(s) are delivered in a timely manner as agreed upon by the supplier, and prescribing physician	-	35	-	15
<b>PC3.</b> ensure that all equipment and item(s) delivered to the hospital is consistent with the prescribing physicians order, needs, and limitations	-	15	-	5
<b>PC4.</b> provide all equipment and item(s) that are necessary to operate the equipment	-	20	-	10
<b>PC5.</b> perform further adjustments as applicable	-	35	-	15
<b>NOS Total</b>	<b>40</b>	<b>140</b>	-	<b>60</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N5601
<b>NOS Name</b>	Deliver and set-up medical equipment
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022



## Qualification Pack

### HSS/N5602: Train and educate hospital staff

#### Description

This OS unit is about the Medical Equipment Technician (Basic Clinical Equipment) to train and educate hospital staff

#### Elements and Performance Criteria

*Training and educating the hospital staff for operating the installed medical equipment safely and correctly*

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

- PC1.** provide, or coordinate the provision of, appropriate information related to the set-up, features, routine use, trouble shooting, cleaning, and maintenance of all equipment provided
- PC2.** provide relevant information and/or instructions about infection control issues related to the use of all equipment provided
- PC3.** ensure that the hospital staff can use all equipment provided safely and effectively
- PC4.** make sure training and instructions provided to the hospital staff shall commensurate with the risks, complexity, and manufacturers instructions and/or specifications for the equipment
- PC5.** document all training and communication in the providers record, including the date, time, and signature of the person providing the service

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** relevant legislation, standards, policies, and procedures followed by the provider
- KU2.** how to follow established protocols as defined in organisations policy while keeping and maintaining the medical records
- KU3.** Know and understand the basic medical terminologies
- KU4.** know how to document and record the training provided to hospital staff
- KU5.** tailor training and instruction materials and approaches to the needs, abilities, learning preferences, and language of the concerned hospital
- KU6.** provide written instructions to the hospital staff for equipment
- KU7.** document that the instructions were received and understood
- KU8.** ensure that the hospital staff know how to use the equipment safely

#### Generic Skills (GS)

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

- GS1.** use effective written communication protocols
- GS2.** communicate information (for example, facts, ideas, or messages) in a brief, clear, and organised manner

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- GS3.** produce written information, which may include technical material, that is appropriate for the intended audience
- GS4.** understand and interpret written material, including technical materials, rules, regulations, instructions, reports, charts, graphs, or tables
- GS5.** practice effective communication with colleagues and other health professionals while maintaining a professional attitude
- GS6.** seek out and listen to colleagues and other health professionals
- GS7.** express information (for example, ideas or facts) to individual or groups effectively, taking into account the audience and nature of the information
- GS8.** how to make sound, well-informed, and objective decisions
- GS9.** how to perceive the impact and implications of decisions
- GS10.** develop specific goals and plans to prioritise, organise, and accomplish work
- GS11.** how to work with clients and customers (that is, any individual who uses or receives the services or products that unit produces, including the general public, individuals who work in the agency, other agencies, or organisations outside the Government)
- GS12.** how to assess their needs, provide information or assistance, resolves their problems, or satisfies their expectations; knows about available products and services; is committed to provide quality products and services
- GS13.** detect the fault and take corrective measures
- GS14.** analyse information and use logic to address work-related issues and problems
- GS15.** analyse, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently
- GS16.** demonstrate the ability to adapt to rapidly changing situations, e.g.: responds appropriately to critical situations, retains composure in stressful situations, applies existing skills to new situations

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Training and educating the hospital staff for operating the installed medical equipment safely and correctly</i>	<b>40</b>	<b>155</b>	-	<b>45</b>
<b>PC1.</b> provide, or coordinate the provision of, appropriate information related to the set-up, features, routine use, trouble shooting, cleaning, and maintenance of all equipment provided	40	35	-	10
<b>PC2.</b> provide relevant information and/or instructions about infection control issues related to the use of all equipment provided	-	35	-	10
<b>PC3.</b> ensure that the hospital staff can use all equipment provided safely and effectively	-	25	-	5
<b>PC4.</b> make sure training and instructions provided to the hospital staff shall commensurate with the risks, complexity, and manufacturers instructions and/or specifications for the equipment	-	30	-	10
<b>PC5.</b> document all training and communication in the providers record, including the date, time, and signature of the person providing the service	-	30	-	10
<b>NOS Total</b>	<b>40</b>	<b>155</b>	-	<b>45</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N5602
<b>NOS Name</b>	Train and educate hospital staff
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQF Clearance Date</b>	31/03/2022

## Qualification Pack

### HSS/N5604: Provide on-call and on-site assistance

#### Description

This OS unit is about Medical Equipment Technician (Basic Clinical Equipment) providing on-call and onsite assistance

#### Elements and Performance Criteria

##### *Providing on-call and onsite assistance*

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

- PC1.** provide on call assistance by giving instruction
- PC2.** provide technical assistance and instructions to hospital staff regarding the fault if applicable
- PC3.** diagnose and correct system and equipment malfunctions if fault is there
- PC4.** test, evaluate, and classify excess or in-use medical equipment and determine serviceability, condition, and disposition, in accordance with regulations
- PC5.** examine medical equipment or facility's structural environment and check for proper use of equipment to protect patients and staff from electrical or mechanical hazards and to ensure compliance with safety regulations
- PC6.** study technical manuals or attend training sessions provided by equipment manufacturers to maintain current knowledge
- PC7.** explain or demonstrate correct operation or preventive maintenance of medical equipment to personnel

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** relevant legislation, standards, policies, and procedures followed by the provider
- KU2.** how to follow established protocols as defined in organisations policy while keeping and maintaining the medical records
- KU3.** how to identify whether the fault needs self-correction or not
- KU4.** how to correct the particular fault
- KU5.** how to provide on call assistance
- KU6.** how to correlate the existing fault with the training provided
- KU7.** repairing medical equipment sometimes when it is being used on the patient to take great care to ensure that repairs do not disturb patients

#### Generic Skills (GS)

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

- GS1.** use effective written communication protocols

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- GS2.** communicate information (for example, facts, ideas, or messages) in a brief, clear and organised manner
- GS3.** produce written information, which may include technical material, that is appropriate for the intended audience
- GS4.** understand and interpret written material, including technical materials, rules, regulations, instructions, reports, charts, graphs, or tables
- GS5.** practice effective communication with colleagues and other health professionals while maintaining a professional attitude
- GS6.** seek out and listen to colleagues and other health professionals
- GS7.** express information (for example, ideas or facts) to individual or groups effectively, taking into account the audience and nature of the information
- GS8.** how to make sound, well-informed, and objective decisions
- GS9.** how to perceive the impact and implications of decisions
- GS10.** develop specific goals and plans to prioritise, organise, and accomplish work
- GS11.** how to work with clients and customers (that is, any individual who uses or receives the services or products that unit produces, including the general public, individuals who work in the agency, other agencies, or organisations outside the Government)
- GS12.** how to assess their needs, provide information or assistance, resolves their problems, or satisfies their expectations; knows about available products and services; is committed to provide quality products and services
- GS13.** detect the fault and take corrective measures
- GS14.** analyse information and use logic to address work-related issues and problems
- GS15.** analyse, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently
- GS16.** demonstrate the ability to adapt to rapidly changing situations, e.g.: responds appropriately to critical situations, retains composure in stressful situations, applies existing skills to new situations

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Providing on-call and onsite assistance</i>	<b>48</b>	<b>130</b>	-	<b>70</b>
<b>PC1.</b> provide on call assistance by giving instruction	48	20	-	10
<b>PC2.</b> provide technical assistance and instructions to hospital staff regarding the fault if applicable	-	20	-	10
<b>PC3.</b> diagnose and correct system and equipment malfunctions if fault is there	-	20	-	10
<b>PC4.</b> test, evaluate, and classify excess or in-use medical equipment and determine serviceability, condition, and disposition, in accordance with regulations	-	20	-	10
<b>PC5.</b> examine medical equipment or facility's structural environment and check for proper use of equipment to protect patients and staff from electrical or mechanical hazards and to ensure compliance with safety regulations	-	20	-	10
<b>PC6.</b> study technical manuals or attend training sessions provided by equipment manufacturers to maintain current knowledge	-	10	-	15
<b>PC7.</b> explain or demonstrate correct operation or preventive maintenance of medical equipment to personnel	-	20	-	5
<b>NOS Total</b>	<b>48</b>	<b>130</b>	-	<b>70</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N5604
<b>NOS Name</b>	Provide on-call and on-site assistance
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022



## Qualification Pack

### HSS/N9603: Act within the limits of ones competence and authority

#### Description

This OS unit is about recognising the boundaries of the role and responsibilities and working within the level of competence in accordance with legislation, protocols and guidelines This is applicable to all Allied Health Professionals working in an organised, regulated environment

#### Elements and Performance Criteria

##### *Acting within the limit of ones competence and authority*

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

- PC1.** adhere to legislation, protocols and guidelines relevant to ones role and field of practice
- PC2.** work within organisational systems and requirements as appropriate to ones role
- PC3.** recognise the boundary of ones role and responsibility and seek supervision when situations are beyond ones competence and authority
- PC4.** maintain competence within ones role and field of practice
- PC5.** use relevant research based protocols and guidelines as evidence to inform ones practice
- PC6.** promote and demonstrate good practice as an individual and as a team member at all times
- PC7.** identify and manage potential and actual risks to the quality and safety of practice
- PC8.** evaluate and reflect on the quality of ones work and make continuing improvements

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the relevant legislation, standards, policies, and procedures followed in the organisation
- KU2.** the medical procedures and functioning of required medical equipment
- KU3.** role and importance of assisting other healthcare providers in delivering care
- KU4.** the boundaries of ones role and responsibilities and other team members
- KU5.** the reasons for working within the limits of ones competence and authority
- KU6.** the importance of personally promoting and demonstrating good practice
- KU7.** the legislation, protocols and guidelines effecting ones work
- KU8.** the organisational systems and requirements relevant to ones role
- KU9.** the sources of information that can be accessed to maintain an awareness of research and developments in ones area of work
- KU10.** the difference between direct and indirect supervision and autonomous practice, and which combination is most applicable in different circumstances
- KU11.** The risks to quality and safety arising from:
  - o Working outside the boundaries of competence and authority
  - o Not keeping up to date with best practice
  - o Poor communication
  - o Insufficient support
  - o Lack of resources
- KU12.** the importance of individual or team compliance with legislation, protocols, and guidelines and organisational systems and requirements

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- KU13.** how to report and minimise risks
- KU14.** the principle of meeting the organisations needs, and how this should enable one to recognise ones own limitations and when one should seek support from others
- KU15.** the processes by which improvements to protocols/guidelines and organisational systems/requirements should be reported
- KU16.** the procedure for accessing training, learning and development needs for oneself and/or others within ones organisation
- KU17.** 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

## Generic Skills (GS)

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

- GS1.** document reports, task lists, and schedules
- GS2.** prepare status and progress reports
- GS3.** record daily activities
- GS4.** update other co-workers
- GS5.** read about changes in legislations and organisational policies
- GS6.** keep updated with the latest knowledge
- GS7.** discuss task lists, schedules, and work-loads with co-workers
- GS8.** give clear instructions to patients and co-workers
- GS9.** keep patient informed about progress
- GS10.** avoid using jargon, slang or acronyms when communicating with a patient
- GS11.** make decisions pertaining to the concerned area of work in relation to job role
- GS12.** communicate effectively with patients and their family, physicians, and other members of the health care team
- GS13.** be responsive and listen empathetically to establish rapport in a way that promotes openness on issues of concern
- GS14.** be sensitive to potential cultural differences
- GS15.** maintain patient confidentiality
- GS16.** respect the rights of the patient(s)

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Acting within the limit of ones competence and authority</i>	<b>24</b>	-	-	<b>50</b>
<b>PC1.</b> adhere to legislation, protocols and guidelines relevant to ones role and field of practice	24	-	-	5
<b>PC2.</b> work within organisational systems and requirements as appropriate to ones role	-	-	-	5
<b>PC3.</b> recognise the boundary of ones role and responsibility and seek supervision when situations are beyond ones competence and authority	-	-	-	10
<b>PC4.</b> maintain competence within ones role and field of practice	-	-	-	5
<b>PC5.</b> use relevant research based protocols and guidelines as evidence to inform ones practice	-	-	-	5
<b>PC6.</b> promote and demonstrate good practice as an individual and as a team member at all times	-	-	-	5
<b>PC7.</b> identify and manage potential and actual risks to the quality and safety of practice	-	-	-	10
<b>PC8.</b> evaluate and reflect on the quality of ones work and make continuing improvements	-	-	-	5
<b>NOS Total</b>	<b>24</b>	-	-	<b>50</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N9603
<b>NOS Name</b>	Act within the limits of ones competence and authority
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Social Work & Community Health, Healthcare Management, Allied Health & Paramedics
<b>Occupation</b>	Generic
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### HSS/N9606: Maintain a safe working environment

#### Description

This OS unit is about monitoring the working environment and ensuring a safe, healthy, secure and effective working conditions. This OS unit applies to all Allied Health professionals working within an organised workplace.

#### Elements and Performance Criteria

##### *Maintain a safe, healthy, and secure working environment*

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.** report any identified breaches in health, safety, and security procedures to the designated person
- PC4.** identify potential hazards and breaches of safe work practices
- PC5.** correct any hazards that individual can deal with safely, competently and within the limits of authority
- PC6.** 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
- PC7.** follow the organisations emergency procedures promptly, calmly, and efficiently
- PC8.** identify and recommend opportunities for improving health, safety, and security to the designated person
- PC9.** complete any health and safety records legibly and accurately

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the importance of health, safety, and security in the workplace
- KU2.** the basic requirements of the health and safety and other legislations and regulations that apply to the workplace
- KU3.** the person(s) responsible for maintaining healthy, safe, and secure workplace
- KU4.** the relevant up to date information on health, safety, and security that applies to the workplace
- KU5.** how to report the hazard
- KU6.** the responsibilities of individual to maintain safe, healthy and secure workplace
- KU7.** requirements of health, safety and security in workplace
- KU8.** how to create safety records and maintaining them
- KU9.** the importance of being alert to health, safety, and security hazards in the work environment
- KU10.** the common health, safety, and security hazards that affect people working in an administrative role

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**KU11.** how to identify health, safety, and security hazards

**KU12.** the importance of warning others about hazards and how to do so until the hazard is dealt with

### Generic Skills (GS)

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

**GS1.** report and record incidents

**GS2.** read and understand company policies and procedures

**GS3.** clearly report hazards and incidents with the appropriate level of urgency

**GS4.** make decisions pertaining to the area of work

**GS5.** plan for safety of the work environment

**GS6.** communicate effectively with patients and their family, physicians, and other members of the health care team

**GS7.** be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern

**GS8.** identify hazards, evaluate possible solutions and suggest effective solutions

**GS9.** analyse the seriousness of hazards

**GS10.** analyse, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain a safe, healthy, and secure working environment</i>	<b>24</b>	-	-	<b>50</b>
<b>PC1.</b> identify individual responsibilities in relation to maintaining workplace health safety and security requirements	24	-	-	6
<b>PC2.</b> comply with health, safety and security procedures for the workplace	-	-	-	4
<b>PC3.</b> report any identified breaches in health, safety, and security procedures to the designated person	-	-	-	4
<b>PC4.</b> identify potential hazards and breaches of safe work practices	-	-	-	6
<b>PC5.</b> correct any hazards that individual can deal with safely, competently and within the limits of authority	-	-	-	6
<b>PC6.</b> 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	-	-	-	6
<b>PC7.</b> follow the organisations emergency procedures promptly, calmly, and efficiently	-	-	-	6
<b>PC8.</b> identify and recommend opportunities for improving health, safety, and security to the designated person	-	-	-	6
<b>PC9.</b> complete any health and safety records legibly and accurately	-	-	-	6
<b>NOS Total</b>	<b>24</b>	-	-	<b>50</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N9606
<b>NOS Name</b>	Maintain a safe working environment
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Social Work & Community Health, Healthcare Management, Allied Health & Paramedics
<b>Occupation</b>	Generic
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022



## Qualification Pack

### HSS/N9607: Practice code of conduct while performing duties

#### Description

This OS unit is about following the rules, regulations and the code of conduct setup by the healthcare provider. The Allied health professional must adhere to the protocols and guidelines relevant to the field and practice. This OS unit applies to all Allied health professionals working in an organised environment and to whom specific regulations and codes of conduct apply.

#### Elements and Performance Criteria

*Recognising the guidelines and protocols relevant to the field and practice. Following the code of conduct as described by the healthcare provider. Demonstrating best practices while on the field.*

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

- PC1.** . . . . . adhere to protocols and guidelines relevant to the role and field of practice
- PC2.** . . . . . work within organisational systems and requirements as appropriate to the role
- PC3.** . . . . . recognise the boundary of the role and responsibility and seek supervision when situations are beyond the competence and authority
- PC4.** . . . . . maintain competence within the role and field of practice
- PC5.** . . . . . use protocols and guidelines relevant to the field of practice
- PC6.** . . . . . promote and demonstrate good practice as an individual and as a team member at all times
- PC7.** . . . . . identify and manage potential and actual risks to the quality and patient safety
- PC8.** . . . . . maintain personal hygiene and contribute actively to the healthcare ecosystem

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** . . . . . relevant legislation, standards, policies, and procedures followed in the hospital
- KU2.** . . . . . how to engage and interact with other providers in order to deliver quality and maintain continued care
- KU3.** . . . . . personal hygiene measures and handling techniques
- KU4.** . . . . . the limitations and scope of the role and responsibilities along with an understanding of roles and responsibilities of others
- KU5.** . . . . . the importance of working within the limits of one's competence and authority
- KU6.** . . . . . the detrimental effects of non-compliance
- KU7.** . . . . . the importance of personal hygiene
- KU8.** . . . . . the importance of intercommunication skills
- KU9.** . . . . . the legislation, protocols and guidelines related to the role
- KU10.** . . . . . the organisational systems and requirements relevant to the role
- KU11.** . . . . . the sources of information and literature to maintain a constant access to upcoming research and changes in the field

## Qualification Pack

- KU12.** the difference between direct and indirect supervision and autonomous practice, and which combination is most applicable in different circumstances
- KU13.** implications to quality and safety arising from: working outside the boundaries of competence and authority not keeping up to date with best practice poor communication insufficient support lack of resources
- KU14.** the organisational structure and the various processes related to reporting and monitoring
- KU15.** the procedure for accessing training, learning and development needs

## Generic Skills (GS)

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

- GS1.** document reports, task lists, and schedules with co-workers
- GS2.** prepare status and progress reports related to patient care
- GS3.** update the physician and the other co-workers
- GS4.** read about procedures, regulations and guidelines related to the organisation and the profession
- GS5.** keep updated with the latest knowledge by reading internal communications and legal framework changes related to roles and responsibilities
- GS6.** interact with patients
- GS7.** give clear instructions to patients, patients relatives and other health care providers
- GS8.** avoid using jargon, slang or acronyms, while communicating with a patient
- GS9.** make decisions based on applicable regulations and codes of conduct when possible conflicts arise
- GS10.** act decisively by balancing protocols and work at hand
- GS11.** communicate effectively with patients and their family, physicians, and other members of the health care team
- GS12.** maintain patient confidentiality
- GS13.** respect the rights of the patient(s)
- GS14.** respond patients queries and concerns
- GS15.** maintain personal hygiene to enhance patient safety

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Recognising the guidelines and protocols relevant to the field and practice. Following the code of conduct as described by the healthcare provider. Demonstrating best practices while on the field.</i>	24	-	-	50
<b>PC1.</b> . adhere to protocols and guidelines relevant to the role and field of practice	24	-	-	8
<b>PC2.</b> . work within organisational systems and requirements as appropriate to the role	-	-	-	6
<b>PC3.</b> . recognise the boundary of the role and responsibility and seek supervision when situations are beyond the competence and authority	-	-	-	6
<b>PC4.</b> . maintain competence within the role and field of practice	-	-	-	6
<b>PC5.</b> . use protocols and guidelines relevant to the field of practice	-	-	-	6
<b>PC6.</b> . promote and demonstrate good practice as an individual and as a team member at all times	-	-	-	6
<b>PC7.</b> . identify and manage potential and actual risks to the quality and patient safety	-	-	-	6
<b>PC8.</b> . maintain personal hygiene and contribute actively to the healthcare ecosystem	-	-	-	6
<b>NOS Total</b>	<b>24</b>	<b>-</b>	<b>-</b>	<b>50</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N9607
<b>NOS Name</b>	Practice code of conduct while performing duties
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Social Work & Community Health, Healthcare Management, Allied Health & Paramedics
<b>Occupation</b>	Generic
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### HSS/N5603: Calibrate and help in equipment maintenance

#### Description

This OS unit is about the Medical Equipment Technician (Basic Clinical Equipment) to calibrate and help in equipment maintenance

#### Elements and Performance Criteria

##### *Calibrating and helping in equipment maintenance*

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

- PC1.** test and calibrate parts and equipment
- PC2.** calibrated equipment according to the manufacturers recommendations, study protocols
- PC3.** maintain calibration record for the equipment
- PC4.** maintain the Calibration sheet for inspection by the regulatory authorities and other relevant authorities
- PC5.** help in equipment maintenance
- PC6.** keep records of maintenance and repairs

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** relevant legislation, standards, policies, and procedures followed by the provider
- KU2.** how to follow established protocols as defined in organisations policy while keeping and maintaining the medical records
- KU3.** test the equipment
- KU4.** calibrate the equipment
- KU5.** record calibration on relevant sheet
- KU6.** review technical manuals and regularly attend training sessions
- KU7.** explain and demonstrate correct operation of medical equipment

#### Generic Skills (GS)

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

- GS1.** use effective written communication protocols
- GS2.** communicate information (for example, facts, ideas, or messages) in a brief, clear and organised manner
- GS3.** produce written information, which may include technical material, that is appropriate for the intended audience
- GS4.** understand and interpret written material, including technical materials, rules, regulations, instructions, reports, charts, graphs, or tables

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- GS5.** practice effective communication with colleagues and other health professionals while maintaining a professional attitude
- GS6.** seek out and listen to colleagues and other health professionals
- GS7.** express information (for example, ideas or facts) to individual or groups effectively, taking into account the audience and nature of the information
- GS8.** how to make sound, well-informed, and objective decisions
- GS9.** how to perceive the impact and implications of decisions
- GS10.** develop specific goals and plans to prioritise, organise, and accomplish work
- GS11.** how to work with clients and customers (that is, any individual who uses or receives the services or products that unit produces, including the general public, individuals who work in the agency, other agencies, or organisations outside the Government)
- GS12.** how to assess their needs, provide information or assistance, resolves their problems, or satisfies their expectations; knows about available products and services; is committed to provide quality products and services
- GS13.** detect the fault and take corrective measures
- GS14.** analyse information and use logic to address work-related issues and problems
- GS15.** analyse, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently
- GS16.** demonstrate the ability to adapt to rapidly changing situations, e.g.: responds appropriately to critical situations, retains composure in stressful situations, applies existing skills to new situations

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Calibrating and helping in equipment maintenance</i>	<b>48</b>	<b>155</b>	-	<b>45</b>
<b>PC1.</b> test and calibrate parts and equipment	48	35	-	15
<b>PC2.</b> calibrated equipment according to the manufacturers recommendations, study protocols	-	30	-	10
<b>PC3.</b> maintain calibration record for the equipment	-	20	-	5
<b>PC4.</b> maintain the Calibration sheet for inspection by the regulatory authorities and other relevant authorities	-	20	-	5
<b>PC5.</b> help in equipment maintenance	-	25	-	5
<b>PC6.</b> keep records of maintenance and repairs	-	25	-	5
<b>NOS Total</b>	<b>48</b>	<b>155</b>	-	<b>45</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N5603
<b>NOS Name</b>	Calibrate and help in equipment maintenance
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Non-direct Care
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Either each element/Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory, viva and Skills Practical for each element/PC.
2. The assessment for the theory part will be based on knowledge bank of questions approved by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate/batch at each examination/training center (as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical & viva for every student at each examination/ training center based on these criteria.
5. In case of successfully passing as per passing percentage of the job role, the trainee is certified for the Qualification Pack.
6. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

**Minimum Aggregate Passing % at QP Level : 70**



## Qualification Pack

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

### Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
HSS/N5601.Deliver and set-up medical equipment	40	140	-	60	240	20
HSS/N5602.Train and educate hospital staff	40	155	-	45	240	20
HSS/N5604.Provide on-call and on-site assistance	48	130	-	70	248	20
HSS/N9603.Act within the limits of ones competence and authority	24	-	-	50	74	5
HSS/N9606.Maintain a safe working environment	24	-	-	50	74	10
HSS/N9607.Practice code of conduct while performing duties	24	-	-	50	74	5
HSS/N5603.Calibrate and help in equipment maintenance	48	155	-	45	248	20
<b>Total</b>	<b>248</b>	<b>580</b>	<b>-</b>	<b>370</b>	<b>1198</b>	<b>100</b>

## Qualification Pack

### Acronyms

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

## Qualification Pack

### Glossary

<b>Sector</b>	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
<b>Scope</b>	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

## Qualification Pack

<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
<b>Electives</b>	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
<b>Options</b>	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.