



Model Curriculum

QP Name: General Duty Aide (GDA)

QP Code: HSS/Q5101

QP Version: 4.0

NSQF Level: 3

Model Curriculum Version: 1.0

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Training Parameters

Sector	Healthcare
Sub-Sector	Allied Health & Paramedics
Occupation	Patient Care Services
Country	India
NSQF Level	3
Aligned to NCO/ISCO/ISIC Code	NCO-2015/5329.0101
Minimum Educational Qualification And Experience	10th Grade Pass or equivalent Or 8th Grade Pass or equivalent with 3 years' relevant experience Or Previous relevant Qualification of NSQF Level 2.5 with 1.5-year relevant experience
Pre-Requisite License or Training	Not Applicable
Minimum Job Entry Age	18 Years
Last Reviewed On	12-03-2026
Next Review Date	12-03-2029
NSQC Approval Date	12-03-2026
QP Version	4.0
Model Curriculum Creation Date	12-03-2026
Model Curriculum Valid Up to Date	12-03-2029
Model Curriculum Version	1.0
Minimum Duration of the Course	600hrs
Maximum Duration of the Course	600hrs

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills.

- Discuss the role of a General Duty Aide
- Demonstrate the bed making procedure
- Demonstrate Daily living Activities, transferring patient samples, documents within the healthcare organization
- Assist while working in a team in providing end-of-life care
- Demonstrate the death care procedure.
- Demonstrate techniques to maintain the personal hygiene needs of a patient.
- Practice infection control measures.
- Demonstrate the ability to perform clinical skills is essential in providing basic healthcare services.
- Promote safety and apply the usage of Personal Protective Equipment (PPE).
- Demonstrate professional behavior, personal qualities and characteristics of a General Duty Aide.
- Demonstrate the right methods of bio medical waste management.
- Demonstrate Basic Life Support, Cardiopulmonary Resuscitation and other actions in the event of medical and facility emergencies.
- Demonstrate good communication, communicate accurately and appropriately in the role of General duty aide and demonstrate professional appearance and demeanor.
- Assist in performing specialized department-wise patient care activities by rendering sound knowledge of the type of patients of the specific department.

After completing this program, participants did not expect to do/must not do:

- Surgical dressing, hot or cold applications, vital signs measurement, oxygen administration, catheterization, medicine administration, Ryle's tube insertion and feeding, Tracheostomy care, Gastrostomy care, handling patient on ventilator handle, patient in emergency and critical care, any task beyond their scope of work unless requested by a supervising staff from the healthcare team.

Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
HSS/N5133: Assist patient in bathing, dressing up and grooming	110:00	35:00	35:00	00:00	180:00
Module 1: Introduction to healthcare system	15:00	05:00	00:00	00:00	20:00
Module 2: Scope and Limitations of General Duty Aide	35:00	05:00	10:00	00:00	50:00
Module 3: Introduction to Human Body Structure and Functions	10:00	05:00	10:00	00:00	25:00
Module 4: Patients' basic care and needs.	50:00	20:00	15:00	00:00	85:00
HSS/N5134: Transferring patient and their samples, drugs, documents within the hospital	55:00	45:00	45:00	00:00	145:00
Module 5: Body mechanics and ergonomics at healthcare settings	25:00	15:00	20:00	00:00	60:00
Module 6: Transferring/mobility of patients and fall prevention	20:00	15:00	10:00	00:00	45:00
Module 7: Transferring samples, drugs, documents within the hospital	10:00	05:00	15:00	00:00	30:00
HSS/N5135: Provide support in routine activities of In-Patient Department	60:00	40:00	50:00	00:00	150:00
Module 8: Routine activities of in Patient department	25:00	15:00	10:00	00:00	50:00
Module 9: Observing and Reporting	20:00	15:00	10:00	00:00	45:00
Module 10: Respond to patient calls or emergencies	15:00	10:00	30:00	00:00	55:00

HSS/N5115: Carry out last office (death care)	20:00	05:00	20:00	00:00	45:00
Module 11: Death care	20:00	05:00	20:00	00:00	45:00
HSS/N9620: Comply with infection control and biomedical waste disposal policies	15:00	15:00	00:00	00:00	30:00
Module 12: Infection control and Prevention	05:00	05:00	00:00	00:00	10:00
Module 13: Personal Hygiene	05:00	05:00	00:00	00:00	10:00
Module 14: Bio Medical Waste management	05:00	05:00	00:00	00:00	10:00
HSS/N9624: Maintain a safe and secure working environment	05:00	05:00	10:00	00:00	20:00
Module 15: Maintain conducive Environment in Emergency Situations	03:00	02:00	05:00	00:00	10:00
Module 16: Basic Life Support and First Aid	02:00	03:00	05:00	00:00	10:00
Total	265:00	145:00	160:00	00:00	570:00
Module 17: Employability Skills (30 Hours): DGT/VSQ/N0101	30:00	00:00	00:00	00:00	30:00
Total Duration	295:00	145:00	160:00	00:00	600:00

Module Details

Module 1: Introduction to the healthcare system

Mapped to: HSS/N5133

Terminal Outcomes:

- Describe the basic structure and function of healthcare delivery system in India.

Duration: 15:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Introduction to healthcare delivery system - Identify the healthcare delivery system in India. - Differentiate the various types of healthcare organization based on objective, size or scope of service/s offered. - Discuss different types of hospital departments and comprehensive services offered. - Discuss different types of departments related to support services and comprehensive services offered such as Kitchen, Mortuary, CSSD, Nursing Station, Store, Medical Store etc. - List the appropriate use of related medical terminology in daily activities with colleagues and work area. - Discuss hospital policies and procedures of healthcare organization.	Visit to various departments of the hospital for field assignment.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster,	
Tools, Equipment and Other Requirements	
Visit to various healthcare settings for field assignment	

Module 2: Scope and Limitations of General duty Aide

Mapped to: HSS/5133

Terminal Outcomes:

- To be able to perform key roles and responsibilities.
- To understand the importance of patient needs.
- To understand the limitation of one's role.

Duration: 35:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Introduction • Discuss the broad understanding of the functions to be performed by GDA • Define the scope of GDA while providing support to patients while feeding normally • Define the scope of GDA during procedure of dressing up, including during special situations like physical disability, infants, unconscious patients, etc. • Explain understanding of patient comforts and safety. • Describe the daily care needs of patients. • Explain the role of GDA while transporting sample /drug of the patient. • Describe the importance of observing patient needs. • Discuss the importance of preparing patient's unit before admission and after discharge. • Explain the importance of cleaning /disinfection of designated area and equipment under supervision. • Describe how to provide patient's daily care • Describe the limitations of one's role and not expected to do/must not do surgical dressing, hot or cold applications, vital signs measurement, oxygen administration, catheterization, medicine administration, Ryle's tube insertion and feeding, Tracheostomy care, Gastrostomy care, handling patient on ventilator handle, patient in emergency and critical care, any task beyond their scope of work unless requested by a supervising staff from the healthcare team.	• Prepare a chart depicting roles and responsibilities of a GDA at different departments.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Medical equipment like Sphygmomanometer, Thermometer, weighing machine, stethoscope, ECG, etc.	

Module 3: Introduction to Human body- structure and functions

Mapped to: HSS/N5133

Terminal Outcomes:

- Describe basic structure and function of the human body.

Duration: 10:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Overview of the Human Body - Basic understanding of the major systems of the human body (e.g., respiratory, circulatory, musculoskeletal, nervous, digestive, reproductive, genitourinary and endocrine) and their primary functions. - Understand basic anatomy and physiology of body systems. - Understand about various body positions	- Identify various body parts/organs using 3D models of human organ system. - Demonstrate body positions
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
3D models of human body and accessory organs, model human skeletal system, organ specimen.	

Module 4: Patients' basic care and needs.

Mapped to: HSS/N5133

Terminal Outcomes:

- Familiarize with patients' rights and safety.
- Maintain a safe, clean and comfortable environment.
- Demonstrate the techniques of Bed Bath.
- Describe the types of bed bath.
- Demonstrate the technique of dressing up and feeding a patient.
- Assist in maintaining normal elimination
- Understand the types of Bed sores/pressure injuries.
- Demonstrate the techniques of Nail, Hair, Eye, Oral and Back care.

Duration: 50:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Introduction to patient rights: • Describe importance of patient rights in health care settings. • Understand the role of GDA for compliance of patients' rights as per his scope of work. • Discuss the escalation matrix in case of deviation. • Describe necessary arrangements to ensure patient safety and comfort. • Discuss patient's right to privacy and confidentiality Patients' Environment: • Discuss Patient's right to safe, clean and supportive environment. • Explain the importance of cleanliness at the workplace. • Discuss the importance of maintaining congenial temperature, humidity, odor of patient's environment. • List uses of various means of maintaining privacy (like screens, curtains, locking the door, etc.) • Discuss the importance of sensitivity to culture, gender, age, preferences of the patient. • Discuss the importance of avoiding unnecessary physical touch while providing care. • Discuss importance of encouraging patients to do as much as possible to promote independence. • Discuss how to raise the alarm if any warning sign is identified. Bathing, grooming and dressing up a patient • Explain the importance of bathing and its types such as (Bed bath, sponge bath, Sitz bath) • Enumerate points to observe during bathing which need to be reported. • Identify the need of after bath care to the patient. • Understand the importance of providing care to private body parts of patient. • Understand about HAPI (Hospital-Acquired Pressure Injury) and CAPI (Community-Acquired Pressure Injury)	Bathing, grooming and dressing up a patient • Demonstrate the correct technique of bed bath. • Demonstrate the correct techniques of oral, nail, hair, eye and back care • Demonstrate the technique of position changing of a patient. • Demonstrate the technique of donning and doffing of clothes. • Demonstrate the technique of dressing up a patient. Nutrition and hydration • Prepare a chart on balanced diet. • Demonstrate the correct technique of oral feeding. • Identify the components of a sample chart on intake and output of a patient and perform a class discussion on outcomes from the same. Elimination needs • Demonstrate the correct technique of using bedpan, urinal, commode and diaper for bedridden patients. • Prepare a chart depicting changes in colour and texture of urine and stool and its underlying causes. Alarming signs: • Demonstrate the role play on raising the alarm. • Prepare a chart on HAPI (Hospital-Acquired Pressure Injury) and CAPI (Community-Acquired Pressure Injury)

• List early signs of pressure injuries/ bed sores. • Explain the causes and prevention measures of pressure injuries (bed sores). • Discuss the standard precautions and protocols to be followed during grooming of the patient (like shaving, oral hygiene, eye care, hair care and cutting nails, etc.), as per the condition and comfort of the patient. • Explain the special considerations to be taken care of during oral hygiene in case of dentures and unconscious patients. • Explain the proper technique of dressing up a patient in different scenarios. • Discuss the importance of showing patient how they look after the grooming task is finished. Nutrition and hydration: • Explain the concept of nutrition, balanced diet. • Differentiate between various types of diets such as solid diet, semi solid diets and liquid diets, etc. • List various signs of discomfort while feeding the patient such as signs of choking. • Explain the process of reporting an event of choking or aspiration to a senior healthcare professional immediately. • Discuss the principles of hygiene while assisting patients in feeding and drinking. • Discuss the significance of monitoring intake and output. Elimination needs • Discuss the importance of various methods of caring for elimination needs. • Differentiate care plan activities in patients with urine and bowel incontinence • Discuss the principles of hygiene and sanitation while assisting patient in elimination needs. • List the importance of color and texture change of urine and stool. • Explain the usage of various equipment used in elimination needs such as adult diapers, bedpan, urinal, commode etc. • Explain the process of safely assisting a mobile patient to the toilet.	
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Hygiene trays, Nail care tray, hair care tray, oral hygiene tray, eye care tray, linen, patient clothes, towel, face towel, gloves, basins, water, etc	

Module 5: Body mechanics and ergonomics at healthcare settings

Mapped to: HSS/N5134,

Terminal Outcomes:

- Explain the use of correct body mechanics to prevent any injury to self and patient.
- Understand the importance of positioning in the treatment and recovery of patient.

Duration: 25:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Describe the principles of proper body mechanics to carry out patient activities for proper ergonomics. • Describe active and passive exercises. • Discuss the risk factors and considerations in faulty body postures. Positioning • Explain the importance of positioning of a patient in his/her treatment and recovery. • Explain various types of positions and postures employed during procedures (supine, prone, semi fowler, fowler, lithotomy, lateral, Sims, Trendelenburg, Knee-chest, Kidney position, Jackknife, side-lying). • Discuss the dos and don'ts /role of GDA performing and maintaining positions.	• Perform a class activity on identifying incorrect and correct body postures. • Demonstrate the various types of positions like supine, left lateral, lithotomy, fowlers etc.in skill lab.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Manikin, bed, wheelchair, stretcher, chart of body mechanics.	

Module 6: Transferring, mobility of patients and fall prevention

Mapped to: HSS/N5134

Terminal Outcomes:

- Demonstrate the use of assisted devices like wheelchairs, stretchers, walkers, crutches and canes in the mobility and transportation of patients.
- To assist in the safe and effective, transferring, and mobility of patients.
- To ensure the comfort, safety, and dignity of the patient while preventing injury to both the patient and the healthcare provider.

Duration: 20:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Transferring • Learn various kinds of means available for transferring patients. • Describe care to be taken while transferring patient. • Explain the usage of wheelchair, stretcher, shifting of patient from bed to stretcher, stretcher to operation theatre table etc., and in special situations. Mobility • Discuss the importance of physical moments for wellbeing. • Describe usage of modes used for mobility and their maintenance. • Describe care while patient is walking or using assisted devices. • Explain the use of protective devices (restraints, safety devices, comfort devices). Fall Prevention • Discuss the key considerations to be taken when assisting in the transferring process: (e.g.: patients' general medical condition and mobility, patients' size and ability to assist, equipment to be used for transferring the patient, etc.) • Describe care to be taken to avoid falling in high-risk patients such as patients with altered sensorium, epileptic patients etc. • Describe measures to be taken in the event of fall. • Describe standards for prevention of patient's fall. • Describe action in the event of a fall incident and its escalation process.	• Demonstrate usage of wheelchairs, stretchers, shifting of patient from bed to stretcher, stretcher to operation theatre table and in special situations. • Demonstrate usage of assisted devices like walkers, cane, crutches etc. while walking the patient. • Demonstrate the usage of Comfort devices, Assistive devices, mobility devices • Demonstrate the usage of air mattresses. • Demonstrate the use of physical restraints to prevent fall or injury. • Demonstrate the use of side rails in bed to prevent fall. • Discuss the case study on different - different scenarios.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Nursing manikin, wheelchair, stretcher, cane, crutches, walker, bed etc.	

Module 7: Transferring samples, drugs and documents within the hospital

Mapped to: HSS/N5134

Terminal Outcomes:

- Carry out transfer of patient samples, drugs, patient documents within hospital as per protocols.

Duration: 10:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Ancillary Services - Discuss the steps of handing over the patients' documents, samples and drugs to the concerned authority carefully. - Describe how to identify the vials according to their color. - Discuss the importance of following protocols and elements of care while transporting patient samples and documents.	- Demonstrate the steps of handing over the patients' documents, samples and drugs to the concerned authority following protocols and elements of care. - Demonstrate on the identification of vials.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Nursing manikin, wheelchair, stretcher, cane, crutches, walker, bed etc.	

Module 8: Routine activities of in-patient department

Mapped to: HSS/N5135,

Terminal Outcomes:

- Demonstrate the method of Bed making.
- Carry out preparation of patient and its unit as per the procedure.
- Carry out cleaning, sterilization and disinfection procedures as required for equipment's
- Assist nurse while performing different procedures as part of patient care plan.
- Understand the significance of safety measures.

Duration: 25:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Bed Making • Understand various types of bed used in hospital • Understand various types of linen used in hospital • Describe the Bed Making procedure as per the patient requirement • Discuss various types of beds and their making • Develop an understanding of the need for periodic changing of linen. • Describe how to prepare a room for admission. • Basic steps in preparing the patient's unit • Explain how to ensure the proper setup of the Bed and Furniture according to the different types of patient's unit • Explain how to assist nurses in setting up necessary equipment. • Discuss the steps of assisting nurses in assembling the correct equipment for nursing tray by identifying the correct equipment as per the procedure. Introduction to equipment troubleshooting and repair • Discuss the basic utility of the equipment in department such as (OPD and IPD set up). • Discuss the process of disposing of the consumable items according to the hospital protocols. • Explain how to maintain the ward inventory after each shift. • Define Hazmat Process and its Kit. • Explain classification of Hazmat process. • Discuss code and alarming signs of Hazmat process. • Understand the roles and responsibilities of Hazmat team. • Discuss the importance of terminal cleaning to prevent the spread of hazardous substances or infection.	• Demonstrate preparation of an empty bed, occupied bed and room after discharge etc. • Prepare room/unit for admission and procedure. • Demonstrate the process of transporting linen in laundry trolley. • Create flow charts showing steps of different disinfection methods. • Demonstrate Hazmat Process. • A quiz to assess understanding of troubleshooting steps, repair techniques, and key safety practices. • A hands-on scenario where GDAs identify and troubleshoot a malfunctioning piece of equipment.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Nursing manikin , bed, bed sheet, pillow, blanket, Disinfectants, autoclaves, Linen, tools, surgical and non-surgical equipment (Hazmat equipment)	

Module 9: Observing and Reporting

Mapped to: HSS/N5135

Terminal Outcomes:

- Observe and report changes in patients' overall condition
- Maintain confidentiality of records

Duration: 20:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Discuss the importance of observing and reporting to authorities for alarming signs of patient monitor if any. • Explain how to develop knowledge for measuring, height & weight of patient using instruments. • Understand the importance of verbally informing the person in authority. • Explain the types of observations to be reported (physical, behavioral, Environmental) • Discuss the reporting matrix, protocols, techniques, and formats within the scope of GDA. • Identify various types of records, consent taking and their importance for GDA. • Understand abbreviations and symbols related to scope of work	• Create a sample set of documents to report procedure related information on patients. • Discuss case studies on different scenarios for better understanding. • Demonstrate measurement of height and weight using the different types of scales including manual, digital, standard, chair and bed scales
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Sample formats of reports and hospital documents, various forms of consent	

Module 10: Respond to patient calls or emergencies.

Mapped to: HSS/N5135

Terminal Outcomes:

- Respond to institutional emergencies or call safely and appropriately.
- To respond effectively to patient calls or emergencies.
- To understanding how to handle these situations can significantly impact patient safety and well-being.

Duration: 15:00	Duration: 10:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Understanding the patient calls • Describe emergencies in Hospital and general conditions. • Describe the steps to responding to a medical emergency / non-medical emergency. • Describe fire emergencies and action to be initiated in fire emergencies • Discuss the common reasons and use of call bell. • Discuss critical alerts that need immediate reporting and actions. • Discuss the procedure, purpose and codes in answering the patient call bell. • Describe how to report and respond to emergencies.	• Demonstrate usage of hospital emergency codes and basic first aid in a mock drill depicting an institutional emergency. • Create a flow chart depicting common emergency situations and its referral mechanism. • A quiz to test understanding of emergency response steps, such as CPR, fire safety, and handling medical emergencies. • Role-playing different emergency situations to practice responses and communication.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Crash cart trolley, first aid box, CPR nursing manikin, Ambu bag with mask adult, torch, physical restraints, fire extinguisher	

Module 11: Death care

Mapped to: HSS/N5115

Terminal Outcomes:

- Providing death care while preserving privacy and dignity of deceased.

Duration: 20:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Discuss how to attend the hygiene needs of a deceased specially hair care, eye care, nail care and oral hygiene. • Discuss importance of attaching identification labels/wrist bands according to local guidelines and organizational policy. • Describe the steps of dressing and packing of body while preventing any soiling. • Describe the steps of shifting the body to the mortuary. • Understand how to handle the dead bodies in the medico legal case. • Understand the importance of respecting the cultural/religious beliefs and personal wishes of family wherever possible. • Define the role of individual in removing and handing over jewelry and any personal items to appropriate authority. • Discuss importance of using personal protective equipment and following personal hygiene practices and protocols while providing death care.	• Demonstrate managing Last Offices including preparing and packing body. • A quiz or assessment covering the key areas such as identification procedures, infection control, equipment maintenance.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Dead body /mannequin, bed sheets, bandages, cotton, disinfectants.	

Module 12: Infection Control and Prevention

Mapped to: HSS/N9620,

Terminal Outcomes:

- Apply infection control policies and procedures during daily activities

Duration: 05:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Identify deviation from normal health • Understand management of different types of spillages (body fluid, blood, faeces, vomitus) etc. and their management. • Understanding hand hygiene: infection control/exposure control/Standard precautions of PPE. • Understand hospital/ emergency borne infections. • Understand prevention and treatment of needle stick and sharp injury. • Understand about incident reporting. Importance of Infection control • Explain the concept of healthy living. • Describe the importance of infection control and prevention. • List strategies for preventing transmission of pathogenic organisms. • Describe the nosocomial infections. • Explain the importance of incident reporting. Immunization and vaccination • Explain the concept of immunization. • Explain various vaccinations against common infectious diseases.	• Demonstrate the steps of spill management. • Demonstrate the procedures of hand hygiene. • Demonstrate the process of donning and doffing of PPE. • Demonstrate the steps of spill management.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
E-modules depicting sanitization, infection control and waste disposal practices	

Module 13: Personal Hygiene

Mapped to: HSS/N9620,

Terminal Outcomes:

- Develop techniques of self-hygiene.

Duration: 05:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Develop understanding of the concept of Healthy Living • Develop understanding & procedures of Hand Hygiene • Develop techniques of self-grooming and maintenance. • Discuss how to develop a self-grooming and maintenance plan focused on preventing and managing look, touch, feel and body odor. • Equip with techniques of use of PPE: the need for and types • Vaccinate against common infectious diseases: immunization to reduce the health risks for self, patients. • Understand mandated, highly recommended, and other vaccines for healthcare personnel workers. Immunization and vaccination • Explain the concept of immunization. • Explain various vaccinations against infectious diseases as per state norms. Hand hygiene and Personal protective equipment • Describe the hand-hygiene guidelines and procedures used in healthcare settings. • Explain the importance of using Standards precautions • List the types of Standards precautions. • Describe the process of wearing and removing each of Standard's precautions.	• Demonstrate the procedures of hand hygiene. • Demonstrate the process of donning and doffing. • Play a role play on the importance of vaccination against common infectious diseases. • Demonstrate the steps of spill management.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
E-modules depicting sanitization, infection control and waste disposal practices.	

Module 14: Bio Medical Waste Management

Mapped to: HSS/N9620,

Terminal Outcomes:

- Dispose of different types of biomedical waste in appropriate color-coded bins/containers.
- Apply local guidelines of biomedical waste disposal system during daily activities.

Duration: 05:00	Duration: 05:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Categorize of different types of waste • Categorize the different types of biomedical waste. • Explain the importance and mechanism of proper and safe disposal, transportation and treatment of bio-medical waste. Importance of color-coded bins • Identify the various types of color-coded bins/containers used for disposal of biomedical waste. • Explain the importance of following local guidelines of biomedical waste disposal.	• Segregate biomedical waste applying the local guidelines. • Create a chart depicting different types of biomedical waste and various types of color-coded bins/containers used for disposal of biomedical waste. • Prepare a report on the observations from field assignment about the structure of transportation and treatment of biomedical waste.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Different coded color bins, chart for color coding of bins Visit to biomedical waste treatment plant for field assignment.	

Module 15: Maintain conducive Environment in Emergency Situations

Mapped to: HSS/N9624,

Terminal Outcomes:

- Encourage for safety at workplace.
- Follow safety protocols at workplace.
- Perform Basic Life Support, as and when required.
- Respond to institutional emergencies safely and appropriately.
- Perform basic first aid in medical emergency situations, as and when required.

Duration: 03:00	Duration: 02:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Describe things necessary to make the patient feel safe and comfortable • Describe the impact of comfort on one's health. • Describe the importance and methodology of cleanliness, and hygiene environment. • Describe variation of patient's environment according to settings: road, home, ambulance, hospital, etc. Introduction to institutional emergencies • Definition of types of institutional emergencies. • Understand the importance of preparedness and response planning. • Discuss how to identify hospital emergency codes and understand how to raise the code blue. • Apply standard procedures to be followed in case of institutional emergencies. • Explain the use of protective devices such as restraints and safety devices. Fire safety management • Understanding fire hazards in healthcare settings - Common causes of fire in hospitals. - Fire prone areas (ICUs, Operation theaters, Labs, Electrical panels etc.). • Describe Fire prevention measures - Safe handling of flammable materials. - Proper use and maintenance of electrical equipment. • Fire safety equipment and procedures - Fire extinguisher types and usages. - Fire alarm and sprinkler system. - emergency exit and evacuation routes. Fire evacuation plan & patient safety - Ensuring safe patient evacuation (including bedridden and critical patients). - Coordination with fire safety officers and hospital staff. - Assisting in patient relocation and communication. Security management in healthcare institutions • Importance of security in hospitals - Protecting patients' staff and visitors. - Preventing unauthorized access. • Role of Individual in security - Assisting in patient identification and visitors' management.	• Demonstrate usage of hospital emergency codes and basic first aid in a mock drill depicting an institutional emergency. • Create a chart depicting different types of protective devices such as restraints and safety devices. • Demonstrate managing a fire evacuation scenario.

- Reporting suspicious activities or security threats.	
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Fire extinguisher, evacuation plan, hospital directory.	

Module 16: Basic Life Support and first Aid

Mapped to: HSS/N9624

Terminal Outcomes:

- Perform CPR in medical emergency situations, as and when required.

Duration: 02:00	Duration: : 03:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
Introduction • Describe common emergency conditions and what to do in medical emergencies. Identification of cardiac arrest • Describe identification of cardiac arrest. • Understand Principles of basic life support (Adult chain of survival, CABDs of giving CPR). Cardiopulmonary resuscitation and First Aid • Describe the correct protocol of chest compression, ventilation and assessment steps. • Differentiate the single rescuer and two rescuer CPR. • Describe the conditions when choking occurs. • Describe the protocol of giving life support while choking. • Explain the basics of first aid. • Identify precautions to take for personal safety. • Explaining and perform Cardiopulmonary Resuscitation/basic life support (BLS) as and when required.	• Demonstrate the correct technique of CPR. • Demonstrate the correct technique of chest compression and ventilation with single rescuer and two rescuers. • Demonstrate the correct technique of abdominal thrust and CPR during choking. • Demonstrate the hands on assisting a patient who has fainted in a waiting area. • Perform a role play on responding to a minor burn injury in the hospital premises.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, Whiteboard/Smart Board, Marker, Duster.	
Tools, Equipment and Other Requirements	
Crash cart trolley, first aid box, CPR nursing manikin, Ambu bag with mask adult, torch, physical restraints, fire extinguisher.	

Module 17: Employability Skills

Mapped to DGT/VSQ/N0101: Employability Skills

Mandatory Duration: 30:00			
Location: On-Site			
S.No.	Module Name	Key Learning Outcomes	Duration(ho urs)
1.	Introduction to Employability Skills	Discuss the importance of Employability Skills in meeting the job requirements.	1
2.	Constitutional values - Citizenship	- Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen. - Show how to practice different environmentally sustainable practices.	1
3.	Becoming a Professional in the 21st Century	- Discuss 21st century skills. - Display positive attitude, self-motivation, problem solving, time management skills and continuous learning mindset in different situations.	1
4.	Basic English Skills	Use appropriate basic English sentences/phrases while speaking.	2
5.	Communication Skills	- Demonstrate how to communicate in a well-mannered way with others. - Demonstrate working with others in a team.	4
6.	Diversity & Inclusion	- Show how to conduct oneself appropriately with all genders and PwD. - Discuss the significance of reporting sexual harassment issues in time.	1
7.	Financial and Legal Literacy	- Discuss the significance of using financial products and services safely and securely. - Explain the importance of managing expenses, income, and savings. - Explain the significance of approaching the concerned authorities in time for any exploitation as per legal rights and laws.	4
8.	Essential Digital Skills	- Show how to operate digital devices and use the associated applications and features, safely and securely. - Discuss the significance of using internet for browsing, accessing social media platforms, safely and securely.	3
9.	Entrepreneurship	Discuss the need for identifying opportunities for potential business, sources for arranging money and potential legal and financial challenges.	7
10.	Customer Service	- Differentiate between types of customers. - Explain the significance of identifying customer needs and addressing them. - Discuss the significance of maintaining hygiene and dressing appropriately.	4
11	Getting ready for apprenticeship & Jobs	- Create a biodata. - Use various sources to search and apply for jobs. - Discuss the significance of dressing up neatly and maintaining hygiene for an interview. - Discuss how to search and register for apprenticeship opportunities.	2

On-Job Training

Mandatory Duration: 150:00

Module Name: On-the-Job Training

Location: On Site

Terminal Outcomes

- Demonstrate the correct technique of bed bath.
- Demonstrate the correct techniques of oral, nail, hair, eye and back care
- Demonstrate the steps of back care.
- Demonstrate the technique of position changing of a patient.
- Demonstrate the technique of dressing up a patient.
- Demonstrate the usage of Comfort devices, Assistive devices, mobility devices.
- Demonstrate the correct technique to transport the sample to the lab.
- Demonstrate the correct technique to position the bedridden or comatose patients.
- Maintain privacy and confidentiality.
- Demonstrate the correct technique of using bedpan and urinal in bed.
- Demonstrate the method of disposal of consumable items according to the hospital protocols.
- Demonstrate managing Last Offices including preparing and packing body
- Demonstrate the steps of spill management.
- Demonstrate the procedures of hand hygiene.
- Demonstrate the process of donning and doffing of PPE.
- Select different types of waste and various types of colour coded bins/containers used for disposal of waste.
- Explain and perform CPR or Basic Life support.
- Demonstrate the practices of Activities of Daily Living.
- Maintain infection control practices while taking care of patients.
- Demonstrate the code of conduct of GDA.

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Medical Graduate	MBBS/BAMS/BHMS	1		0		
PhD	(Nursing)	1		0		
MSc	Nursing	1		0		
B.Sc. (Nursing)/ Post Basic B.Sc. Nursing	Nursing	1		0		
GNM (General Nursing Midwifery)	Nursing	3		0		

Trainer Certification	
Domain Certification	Platform Certification
Certified for Job Role: "General Duty Aide" mapped to the Qualification Pack: "HSS/Q5101 v4.0" with minimum score of 80%	Recommended that the Trainer is certified for the Job Role: "Trainer (VET and Skills)", mapped to the Qualification Pack: "MEP/Q2601, v2.0" with minimum score of 80%.

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
Medical Graduate	MBBS/BAMS/BHMS	1		0.5		
PhD	(Nursing)	1		0.5		
MSc	Nursing	1		0.5		
B.Sc. (Nursing)/ Post Basic B.Sc. Nursing	Nursing	1		1		
GNM (General Nursing Midwifery)	Nursing	3		1		

Assessor Certification	
Domain Certification	Platform Certification
Certified for Job Role: “General Duty Aide” mapped to the Qualification Pack: “HSS/Q5101 v4.0” with minimum score of 80%	Recommended that the Assessor is certified for the Job Role: “Assessor (VET and Skills)”, mapped to the Qualification Pack: “MEP/Q2701, v2.0” with minimum score of 80%.

Assessment Strategy

The emphasis is on 'learning-by-doing' and practical demonstration of skills and knowledge based on the performance criteria. Accordingly, assessment criteria for each job role is set and made available in the qualification pack.

The assessment papers for both theory and practical would be developed by Subject Matter Experts (SME) hired by Healthcare Sector Skill Council or with the HSSC accredited Assessment Agency as per the assessment criteria mentioned in the Qualification Pack. The assessments' papers would also be checked for the various outcome-based parameters such as quality, time taken, precision, tools and equipment requirement etc.

Each NOS in the Qualification Pack (QP) is assigned a relative weightage for assessment based on the criticality of the NOS. Therein each Element/Performance Criteria in the NOS is assigned marks on relative importance, criticality of function and training infrastructure.

The following tools would be used for final assessment:

1. Practical Assessment: This comprises of a creation of mock environment in the skill lab which is equipped with all equipment required for the qualification pack.

Candidate's soft skills, communication, aptitude, safety consciousness, quality consciousness etc. is ascertained by observation and marked in observation checklist. The outcome is measured against the specified dimensions and standards to gauge the level of their skill achievements.

2. Viva/Structured Interview: This tool is used to assess the conceptual understanding and the behavioral aspects with regard to the job role and the specific task at hand. It also includes questions on safety, quality, environment, and equipment etc.

3. Written Test: Question paper consisting of 100 MCQs (Hard:40, Medium:30 and Easy: 30) with questions from each element of each NOS. The written assessment paper is comprised of following types of questions:

- i. True / False Statements
- ii. Multiple Choice Questions
- iii. Matching Type Questions.
- iv. Fill in the blanks.
- v. Scenario based Questions.
- vi. Identification Questions

QA Regarding Assessors:

Assessors are selected as per the "eligibility criteria" laid down by HSSC for assessing each job role. The assessors selected by Assessment Agencies are scrutinized and made to undergo training and introduction to HSSC Assessment Framework, competency based assessments, assessors guide etc. HSSC conducts "Training of Assessors" program from time to time for each job role and sensitize assessors regarding assessment process and strategy which is outlined on following mandatory parameters:

- 1) Guidance regarding NSQF
- 2) Qualification Pack Structure
- 3) Guidance for the assessor to conduct theory, practical and viva assessments
- 4) Guidance for trainees to be given by assessor before the start of the assessments.
- 5) Guidance on assessments process, practical brief with steps of operations practical observation checklist and mark sheet
- 6) Viva guidance for uniformity and consistency across the batch.
- 7) Mock assessments
- 8) Sample question paper and practical demonstration

References Glossary

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.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	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.

Acronyms and Abbreviations

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
PPE	Personal Protective Equipment
SOP	Standard Operating Procedure