

JOB SPECIFICATION AND SKILL TEST

JOB TITLE : **COMPLEMENTARY HEALTH ASSISTANT, L – 3**
SECTOR : **HEALTH**
SUB - SECTOR : **Naturopathy**

COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING

NATIONAL SKILL TESTING BOARD

MADHYAPURTHIMI, BHAKTAPUR

May, 2007

The National Skill Standards was developed by:

S.N.	Name	Organization	Designation
1.	Prof. Dr. Surya Bahadur Karki	Nepal Yoga and Nature Cure Association, Biratnagar,	Coordinator
2.	Mr. Chandra Bhakta Nakarmi	National Skill Testing Board/ CTEVT, Sanothimi, Bhaktapur.	Member
3.	Prof. Dr. Murari Prasad Regmi	Asian Institute of Psychotherapy and Yogic Sciences, Kathmandu	Member
4.	Asst. Prof. Dr. Ram Prasad Upreti	Institute of Medicine, Maharajganj.. Kathmandu.	Member
5.	Dr. Basanta Kumar Sharma	Nature Cure Research and Teaching Hospital, Kathmandu.	Member
6.	Dr. Subodh Simkhada	Natural Health Centre and Complementary Clinic, Kalimati.	Member
7.	Dr. Sita Devi Pandey	Yoga and Nature Cure Research Centre, Kalanki,Kathmandu.	Member
8.	Dr. Krishna Kumar Aryal	Nepal Yoga and Nature Cure Association, Branch, Kathmandu.	Member
9.	Er. Gunananda Jha	National Skill Testing Board/ CTEVT, Sanothimi, Bhaktapur.	Member
10.	Mr.Chhabi Bahadur Gurung	National Skill Testing Board// CTEVT, Sanothimi, Bhaktapur	Member-Secretary

Sponsored by:
Nepal Yoga & Nature Cure Association

Recommended by Yoga and Nature Health Technical Sub Committee

JOB SPECIFICATION

1	Job Title: Complementary Health Assistant Level: Three																						
2	<u>JOB DESCRIPTION:</u> A COMPLEMENTARY HEALTH ASSISTANT, L – 3 treats internal health problems, metabolic disorders and imbalance through treatment of the person using natural therapies.																						
3	<u>LIST OF TASK:</u> <table style="width: 100%; border: none;"><tr><td style="width: 50%; vertical-align: top;">1. Maintaining Health Centre</td><td style="width: 50%; vertical-align: top;">12. Providing Herbal Therapy</td></tr><tr><td style="vertical-align: top;">2. Taking History</td><td style="vertical-align: top;">13. Providing Mud Therapy</td></tr><tr><td style="vertical-align: top;">3. Performing Physical Examination.</td><td style="vertical-align: top;">14. Providing Hydro Therapy</td></tr><tr><td style="vertical-align: top;">4. Advising for investigation</td><td style="vertical-align: top;">15. Providing Manipulative Therapy</td></tr><tr><td style="vertical-align: top;">5. Diagnosing disease / problems</td><td style="vertical-align: top;">16. Providing Chromo- Therapy</td></tr><tr><td style="vertical-align: top;">6. Advising for treatment</td><td style="vertical-align: top;">17. Advising fasting Therapy</td></tr><tr><td style="vertical-align: top;">7. Providing first aid</td><td style="vertical-align: top;">18. Reviewing Patient</td></tr><tr><td style="vertical-align: top;">8. Providing emergency care</td><td></td></tr><tr><td style="vertical-align: top;">9. Providing Psycho-counseling</td><td></td></tr><tr><td style="vertical-align: top;">10. Advising for Diet Therapy</td><td></td></tr><tr><td style="vertical-align: top;">11. Providing Yoga Therapy</td><td></td></tr></table>	1. Maintaining Health Centre	12. Providing Herbal Therapy	2. Taking History	13. Providing Mud Therapy	3. Performing Physical Examination.	14. Providing Hydro Therapy	4. Advising for investigation	15. Providing Manipulative Therapy	5. Diagnosing disease / problems	16. Providing Chromo- Therapy	6. Advising for treatment	17. Advising fasting Therapy	7. Providing first aid	18. Reviewing Patient	8. Providing emergency care		9. Providing Psycho-counseling		10. Advising for Diet Therapy		11. Providing Yoga Therapy	
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11. Providing Yoga Therapy																							
4	<u>QUALIFYING NOTES (Entry Requirements, etc.)</u> <ul style="list-style-type: none">• TSLC (in health sector) or equivalent passed+18 month training (1600hr in school+800hr job training) in complementary health• As per NSTB guidelines																						

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TASK SPECIFICATIONS

5	Task Title: Maintaining Health Centre Task No. : 1 Job Title: Complementary Health Assistant, L-3
6	<u>Task Elements:</u> <ol style="list-style-type: none">1. Arranges duty rosters.2. Manages health centers work loads.3. Arranges technical guidelines for junior staff.4. Carries out regular work reviews.5. Arranges staff meeting.6. Creates working environment.7. Liaises with other staff.8. Assures quality services.9. Arranges required equipment.10. Arranges stock takes.11. Maintains statistics of referrals, patient treatment and health center expenditure or revenue.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> Record keeping files, Equipment materials order forms, Office stationary materials.

TASK SPECIFICATIONS

8

TASK PERFORMANCE STANDARDS

- Duty rosters arranged systematically.
- Health centers work load managed effectively.
- Technical guidance for junior staff arranged properly.
- Work reviews carried out regularly.
- Staff meetings arranged effectively.
- Pleasant working environment created.
- Interpersonal relationship maintained properly.
- Service quality assured properly.
- Required equipment arranged adequately.
- Adequate stock arranged.
- Statistics of referrals patient treatment and health center revenue or expenditure properly maintained.

9	10	TASK TRAINING DATA			
Task No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> <li data-bbox="353 277 389 303">1. <li data-bbox="353 354 389 379">2. <li data-bbox="353 430 389 456">3. <li data-bbox="353 507 389 533">4. <li data-bbox="353 609 389 635">5. 	<p data-bbox="434 277 927 309">Knowledge of record keeping system.</p> <p data-bbox="434 354 900 386">Knowledge of communication skill.</p> <p data-bbox="434 430 882 462">Knowledge of collecting statistics.</p> <p data-bbox="434 507 1227 571">Knowledge of required equipment necessary to run the health center.</p> <p data-bbox="434 609 1070 641">Knowledge of general health center management.</p>			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Maintaining Health Centre Task No : 1	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Arrange duty rosters systematically. 2. Manage health centers work load effectively. 3. Arrange technical guidance for junior staff properly. 4. Carry out work review regularly. 5. Arrange staff meetings effectively. 6. Create pleasant working environment. 7. Maintain interpersonal relationship properly. 8. Assure service quality properly. 9. Arrange required equipment adequately. 10. Arrange adequate stock. 11. Maintain statistics of referrals patient treatment and health center revenue or expenditure properly. 		

TASK SPECIFICATIONS

5	Task Title : Taking History Task No. : 2 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Collects & prepares the necessary resources.2. Develops rapport with patient3. Listens to patient's problem.4. Elicits history from the patient.5. Seeks help from visitors.6. Records the history of patients.
7.	<u>TASK PERFORMANCE REQUIREMENTS</u> <ol style="list-style-type: none">1. History taking forms, Patient examination table, Chairs
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• All required resources collected and prepared prior to history taking.• Comfortable and professional rapport developed with patient• Patient's problems actively listened with intelligence.• Complete history elicited from the patient in provided time.• Necessary help sought from visitors as soon as possible• All relevant result of assessment recorded systematically.

9	10	TASK TRAINING DATA			
Task No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 4. 	<p>Knowledge of resources required for the assessment.</p> <p>Knowledge about method of communication with patient.</p> <p>Knowledge of guidelines to be used for history taking and reason why they should be correctly carried out.</p> <p>Knowledge about recording methods for information collected</p>			<p>Controls cross infection</p>

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: History Taking Task No : 2	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Collect resource. 2. Listen to patient actively. 3. Develop adequate rapport with patient. 4. Elicit complete history. 5. Seek help if needed. 6. Record result of assessment. 		

TASK SPECIFICATIONS

5	Task Title: Performing Physical Examination Task No. : 3 <p style="text-align: right;">Job Title: Complementary Health Assistant, L-3</p>
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Collects necessary resources2. Explains examination procedures to patient/ visitors.3. Positions patient for assessment.4. Asks to undress relevant body part.5. Carries out general systemic examination.6. Records relevant examination findings.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> <p style="text-align: center;">Standard assessment form, Stethoscope , Sphygmomanometer , Torch Light, Knee Hammer, Turning fork, Glove, Cotton, Pin, Weighing machine, Measuring tape, Clinical Thermometer, Tongue depressor, Examination Table, Sugar, Salt</p>
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Required resources selected and collected• Examination procedures explained clearly to the patient/ visitors.• Patient positioned correctly & comfortably for easy & safe assessment.• Relevant body part adequately undressed.• General & systemic examination carried out thoroughly.• Relevant finding of examination recorded briefly and clearly.

9	10	TASK TRAINING DATA			
Task No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	1. 2. 3. 4. 5. 6. 7	<p>Knowledge of the anatomy & physiology of the nervous system, cardiovascular system, respiratory system , reproductive system, urinary system, endocrinology gastro-intestinal system, skeletal system, muscular system & special sense organs.</p> <p>Knowledge about carbohydrate, fat, protein, enzymes, vitamins & minerals in brief.</p> <p>Knowledge about inflammation necrosis , degeneration , calcification gangrene , tuberculosis. syphilis and tumor.</p> <p>Knowledge about the pathological changes of the common conditions of the above mentioned systems in brief</p> <p>Knowledge about metabolic disorder, connective tissue disorder, joint disorders.</p> <p>Knowledge of the procedures for the examination of:-</p> <ol style="list-style-type: none"> a. Face, height, weight, nutrition, anemia, jaundice, cyanosis, clubbing, oedema, blood pressure, pulse, respiration, temperature, neck vein, neck gland, tremor, lymphnode b. Nervous system c. Respiratory system d. Cardiovascular system e. Skeletal system f. Muscular system g. Gastro-intestinal system h. Reproductive system i. Endocrines j. Special sense organs. <p>Knowledge of recording the information collected from the examination.</p>			<ul style="list-style-type: none"> • Controls cross infection. • Washes hands between patients.

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Performing Physical Examination Task No: 3	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Select and collect required resources 2. Explain examination procedures clearly to the patient/visitors. 3. Position patient correctly & comfortably for easy & safe assessment. 4. Ask to undress relevant part . 5. Carry out General & systemic examination thoroughly. 6. Record relevant finding of examination briefly and clearly. 		

TASK SPECIFICATIONS

5	Task Title : Advising for investigation Task No. : 4 <p style="text-align: right;">Job Title: Complementary Health Assistant, L-3</p>
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Sets investigations plan.2. Considers total patient & co-existing conditions.3. Selects appropriate investigations4. Obtains consent for investigations5. Involves patient & family in planning investigation.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> Examination form.
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Investigations plan set based on findings of history and physical examination.• Total patient and co-existing conditions considered when planning investigations.• Consent for investigations obtained.• Patient & family involved in the planning of investigations.

		TASK TRAINING DATA			
9	10				
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	1.	Knowledge of common respiratory, cardiovascular, gastro-intestinal, orthopedic, urinary, gynecological, neurological, metabolic & vitamin related problems.			
	2.	Knowledge about <ul style="list-style-type: none"> ▪ Laboratory investigation Urine analysis Stool examination Blood examination Peripheral smear. Total WBC count Differential WBC count ESR, Hb estimation Blood sugar, blood urea, serum uric acid, , serum lipid profile. serum creatinine. ▪ Radiological examination Plain chest X-ray, KUB, lumbar & cervical spine, skull & paranasal sinuses, joints. ▪ Contrast radiography ▪ Barium swallow, barium enema, cholecystography, pyelography, angiography, histosalpingography. ▪ Electrocardiography ▪ Echocardiography ▪ Bio chemical investigation. Liver function test, SGPT, SGOT,LDH, CPK,Thyroid-T3, T4, TSH ▪ Ultra sonography ▪ Computerized tomographic scan. 			
	3.	Knowledge of the normal values of findings of the above investigation.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Advising for investigation Task No. : 4	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Set investigations plan based on findings of taking history and physical examination. 2. Consider total patient and co-existing conditions when planning investigations. 3. Select appropriate investigations 4. Obtain consent for investigations. 5. Involve patient & family in the planning of investigations. 		

TASK SPECIFICATIONS

5	Task Title : Diagnosing disease/ problem Task No. : 5 <p style="text-align: right;">Job Title: Complementary Health Assistant, L-3</p>
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Correlates the findings of history taking ,physical examination, and investigations.2. Diagnoses the disease.3. Explains about the diseases to the patient and relatives.4. Answers patient’s questions correctly.5. Seeks advice if necessary.6. Refers the case if necessary.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> Examination form, Investigation report
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Findings of history taking, physical examination & investigation reports correlated correctly.• Disease diagnosed.• Diagnosed diseases explained to the patient and relatives thoroughly.• Patient's questions answered correctly.• Advice sought where necessary.• Case referred if necessary.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> <li data-bbox="353 316 389 341">1. <li data-bbox="353 427 389 453">2. <li data-bbox="353 539 389 564">3. <li data-bbox="353 651 389 676">4. 	<p data-bbox="459 316 1211 384">Knowledge of symptoms, signs and investigation of the common problems of different systems of human body.</p> <p data-bbox="459 427 1211 496">Knowledge of signs, symptoms, investigation of connective tissue disorders.</p> <p data-bbox="459 539 1211 608">Knowledge signs, symptoms, investigation of metabolic disorders.</p> <p data-bbox="459 651 1211 719">Knowledge about signs symptoms & investigation of joint problems.</p>			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

<p align="center">11</p>	<p>Task Title: Diagnosing disease/problem Task No.: 5</p>	<p>Location of Test: Candidate's Name: Evaluator's Names:</p>	
<p align="center">12</p>	<p align="center">TEST FACTORS AND ITEMS</p>	<p align="center">STANDARD MET</p>	<p align="center">STANDARD NOT MET (COMMENT)</p>
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Correlate findings of history taking, physical examination & investigation reports correctly. 2. Diagnose disease. 3. Explain diagnosed diseases to the patient and relatives thoroughly. 4. Answer patient's questions correctly. 5. Seek advice where necessary. 6. Refer case where necessary. 		

TASK SPECIFICATIONS

5	Task Title : Advising for treatment Task No. : 6 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Sets treatment plan.2. Considers total patient and co-existing conditions.3. Selects treatment sequence and procedures.4. Obtains consent for treatment.5. Involves, patient, other personnel and family in planning.6. Estimates time frame for treatment and recovery.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> Patient history, Examination findings, Investigation findings
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Appropriate treatment plan set based on diagnosis.• Total patient and co-existing conditions considered while planning treatment.• Appropriate treatment sequence and procedures selected in regards to patient age/gender/condition.• Consent for treatment obtained.• Patient, other personnel and family involved in planning.• Appropriate time frame for treatment and recovery estimated.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> <li data-bbox="342 316 371 343">1. <li data-bbox="342 387 371 414">2. <li data-bbox="342 459 371 486">3. 	<p data-bbox="443 316 869 343">Knowledge of treatment protocol</p> <p data-bbox="443 387 763 414">Knowledge of prognosis.</p> <p data-bbox="443 459 1043 486">Knowledge of contra indications of treatments.</p>			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Advising for treatment Task No.: 6	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Set appropriate treatment plan based on diagnosis. 2. Consider total patient and co-existing conditions while planning treatment. 3. Select appropriate treatment sequence and procedures in regards to patient's age/gender/condition. 4. Obtain consent for treatment. 5. Involve patient, other personnel and family while planning treatment. 6. Estimate appropriate time frame for treatment and recovery. 		

TASK SPECIFICATIONS

5	Task Title : Providing first aid Task No. : 7 <p style="text-align: right;">Job Title: Complementary Health Assistant, L-3</p>
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Prepares treatment area required materials.2. Ensures patients is comfortable and positioned.3. Performs first aid.4. Answers patient's question.5. Maintains interaction with patient.6. Seeks advice where necessary.7. Refers patients to higher center.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> <ol style="list-style-type: none">1. Room, Patient examination form, Bed, First aid kit.
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Treatment area and required materials properly prepared.• Patient's comfort and proper position ensured.• First aid properly performed.• Patient's question properly answered.• Adequate interaction with patient maintained.• Advice sought where necessary.• Patients referred to higher center.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 	<p>Knowledge about common emergency conditions.</p> <p>Knowledge about the first aid.</p>			<ul style="list-style-type: none"> • Knowledge of controlling source of infection. • Consequence of lack of dis-infection and sanitation.

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

<p align="center">11</p>	<p>Task Title: Providing first aid Task No. : 7</p>	<p>Location of Test: Candidate's Name: Evaluator's Names:</p>	
<p align="center">12</p>	<p align="center">TEST FACTORS AND ITEMS</p>	<p align="center">STANDARD MET</p>	<p align="center">STANDARD NOT MET (COMMENT)</p>
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Prepare treatment area and required materials. 2. Ensure patient's comfort and proper position. 3. Perform first aid. 4. Answer patient's question. 5. Maintain adequate interaction with patient. 6. Seek advice where necessary. 7. Refer patients to higher center. 		

TASK SPECIFICATIONS

5	Task Title : Providing emergency care Task No. : 8 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the conditions.2. Explains the requirement of emergency management to the patient and visitors.3. Provides available treatments.4. Answers questions correctly.5. Maintains interaction with patient.6. Refers to the higher centers.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> Room, oxygen cylinder, re-hydrating agent, first aid kits, materials required for naturopathic emergency therapy
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Case studied and condition detected appropriately.• Patient and visitors well explained about the requirement of emergency management.• Available treatment provided immediately.• Patient's question properly answered.• Adequate interaction with patient maintained.• Patient referred to higher center.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	1.	Knowledge of emergency conditions and their management.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

<p align="center">11</p>	<p>Task Title: Providing emergency care Task No.: 8</p>	<p>Location of Test: Candidate's Name: Evaluator's Names:</p>	
<p align="center">12</p>	<p align="center">TEST FACTORS AND ITEMS</p>	<p align="center">STANDARD MET</p>	<p align="center">STANDARD NOT MET (COMMENT)</p>
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and visitors about the requirement of emergency management. 3. Provide available treatment on time. 4. Answer patient's question. 5. Maintain adequate interaction with patient. 6. Refer patient to higher center. 		

TASK SPECIFICATIONS

5	Task Title : Providing Psycho-counseling Task No. : 9 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the conditions.2. Explains patient and relatives about the case and requirement of counseling.3. Provides counseling.4. Refers to higher centers.
7	<u>TASK PERFORMANCE REQUIREMENTS:</u> History and examination form, helping tools (required for psycho counseling), peaceful environment.
8	<u>TASK PERFORMANCE STANDARDS:</u> <ul style="list-style-type: none">• Case studied and condition detected appropriately.• Patient and relatives well explained about the case and requirement of counseling.• Proper counseling provided.• Patient referred to higher centers.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> <li data-bbox="376 312 405 349">1. <li data-bbox="376 386 405 422">2. 	<p data-bbox="495 312 1173 349">Knowledge about common psychological conditions</p> <p data-bbox="495 386 1021 422">Knowledge of psycho-counseling norms.</p>			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Providing psycho counseling Task No.: 9	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of counseling. 3. Provide proper counseling. 4. Refer patient to higher centers. 		

TASK SPECIFICATIONS

5	Task Title : Advising for diet therapy Task No. : 10 <p style="text-align: right;">Job Title: Complementary Health Assistant, L-3</p>
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the condition.2. Explains patient and relatives about the case and requirement of dietary modification and diet therapy.3. Prescribes proper diet schedule.4. Explains the procedures of naturopathic diet preparation.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> History and examination form, diet chart, diet specimen.
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Case studied and condition detected appropriately.• Patient and relatives well explained about the case and requirement of dietary modification and diet therapy.• Proper diet schedule prescribed.• Procedure of naturopathic diet preparation explained thoroughly.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 4. 	<p>Knowledge about carbohydrates, proteins, fats, vitamins, minerals, traces elements, water, electrolytes and enzymes.</p> <p>Knowledge about balanced diet and naturopathic diet.</p> <p>Knowledge to prepare naturopathic diet.</p> <p>Knowledge to prepare diet schedule for various condition.</p>			<p>Consequence of prescription of contra-indicated diet.</p>

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

<p align="center">11</p>	<p>Task Title: Advising for diet therapy Task No. : 10</p>	<p>Location of Test: Candidate's Name: Evaluator's Names:</p>	
<p align="center">12</p>	<p align="center">TEST FACTORS AND ITEMS</p>	<p align="center">STANDARD MET</p>	<p align="center">STANDARD NOT MET (COMMENT)</p>
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of dietary modification and diet therapy. 3. Prescribe proper diet schedule. 4. Explain procedure of naturopathic diet preparation. 		

TASK SPECIFICATIONS

5	Task Title : Providing Yoga therapy Task No. : 11 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1 Studies the case and detects the condition.2 Explains patient and relative the approach of yoga therapy.3 Explains and demonstrates to the patient the treatment techniques.4 Observes patient performance.5 Answers patient question correctly.6 Seeks advice of higher authority where necessary.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> History and examination form, Space.(Room), Jalneti pot, Enema pot, Water, Bed, Mattress, rubber catheter, cotton clothes, glass & jug, salt, candle, disinfectant, and herbs.
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Case studied and condition detected appropriately.• Patient and relatives well explained about the approach of yoga therapy.• Treatment techniques explained and demonstrated to the patient systematically.• Patient's performance observed.• Patient's question answered correctly.• Advice of higher authority sought.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. 	<p>Knowledge about procedures, duration, frequency, indication, contraindication of the different Asanas.</p> <p>Knowledge about procedures, duration, frequency, indication, contraindication of the different Pranayama,</p> <p>Knowledge about procedures, duration, frequency, indication, contraindication of the Surya Namaskar Asanas.</p> <p>Knowledge about indication and contraindication of Yoga Nindra.</p> <p>Knowledge about procedures, duration, frequency, indication, contraindication of the different Mudras and Bandhas.</p> <p>Knowledge about procedures, duration, frequency, indication, contraindication of the different contraindication of Shatkarma.</p>			<ul style="list-style-type: none"> • Stop treatment if contraindication present • Is aware of possible complications of treatment and takes necessary precautions. • Controls source of infection.. • Washes hands between patients.

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Providing Yoga therapy Task No.: 11	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the approach of yoga therapy. 3. Explain and demonstrate treatment techniques to the patient. 4. Observe patient's performance. 5. Answer patient's question. 6. Seek advice of higher authority. 		

TASK SPECIFICATIONS

5	Task Title: Providing herbal therapy Task No. : 12 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the condition.2. Explains patient and relatives about the case and requirement of herbal therapy.3. Prescribes proper herbs.4. Explains the procedures of preparation of required herbs.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> History and examination form, herbs specimen
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Case studied and condition detected appropriately.• Patient and relatives well explained about the case and requirement of herbal therapy.• Proper herbs prescribed.• Appropriate procedures of preparing required herbs explained.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 	<p>Knowledge of different herbs used for common problems.</p> <p>Knowledge of herbs collection, storage and processing.</p> <p>Knowledge of doses, dosage forms, frequency, duration, adverse effect, indication and contraindication of the common herbs.</p>			<p>Consequences of poisonous effect during herb collection and preparation</p>

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

<p align="center">11</p>	<p>Task Title: Providing herbal therapy Task No. : 12</p>	<p>Location of Test: Candidate's Name: Evaluator's Names:</p>	
<p align="center">12</p>	<p align="center">TEST FACTORS AND ITEMS</p>	<p align="center">STANDARD MET</p>	<p align="center">STANDARD NOT MET (COMMENT)</p>
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of herbal therapy. 3. Prescribe appropriate herbs. 4. Explain procedures of preparing required herbs. 		

TASK SPECIFICATIONS

5	Task Title : Providing mud therapy Task No. : 13 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the condition.2. Explains patient and relatives about the case and requirement of mud therapy.3. Prepares treatment area, resource material and patient.4. Explains the procedure and provides treatment to the patient.5. Ensures the patient is comfortable & well positioned during & after treatment.6. Answers patient's question.7. Seeks advice of higher authority where necessary.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> History and examination form, Mud, Cotton cloth, Water, Wooden slabs, Sheets blankets, Dabilo and Bed
8	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none">• Case studied and condition detected appropriately.• Patient and relatives well explained about the case and requirement of mud therapy.• Treatment area, resource material and patient prepared properly.• Correct procedure explained and systematic treatment provided to the patient.• Patient's comfort & proper position during & after treatment ensured.• Patient's question answered correctly.• Advice of higher authority sought where necessary.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. 	<p>Knowledge of principle of mud therapy.</p> <p>Knowledge about different types of soil.</p> <p>Knowledge about criteria & procedure of soil collection.</p> <p>Knowledge about mud preparation.</p> <p>Knowledge about procedure of making general and mud packs.</p> <p>Knowledge of indications, contraindications, duration, frequency, precautions, procedures of mud therapy.</p>			<ul style="list-style-type: none"> • Consequences of improper mud selection, cross infection, contraindication, insanitation.

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Providing mud therapy Task No.: 13	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of mud therapy. 3. Prepare treatment area, resource material and patient. 4. Explain correct procedure and provide systematic treatment to the patient. 5. Ensure patient's comfort & proper position during & after treatment. 6. Answer patient's question. 7. Seek advice of higher authority where necessary. 		

TASK SPECIFICATIONS

5	Task Title : Providing hydrotherapy Task No. : 14 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the condition.2. Explains patient and relatives about the case and requirement of hydrotherapy.3. Prepares treatment area, resource material and patient.4. Explains the procedure and provide treatment to the patient.5. Ensures the patient is comfortable & well positioned during & after treatment.6. Answers patient's question.7. Seeks advice of higher authority where necessary.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> History and examination form, Thermometer, different bath tubs (hip/spinal/foot/arm/immersion), Stopwatch, Steam box, Hot water bag, Ice bag, Cotton sheets & Blankets, Hot & Cold water supply, Bed.

TASK SPECIFICATIONS

8

TASK PERFORMANCE STANDARDS

- Case studied and condition detected appropriately.
- Patient and relatives well explained about the case and requirement of hydrotherapy.
- Treatment area, resource material and patient prepared properly.
- Correct procedure explained and systematic treatment provided to the patient.
- Patient's comfort & proper position during & after treatment ensured.
- Patient's question answered correctly.
- Advice of higher authority sought where necessary.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 	<p>Knowledge about principle of hydrotherapy.</p> <p>Knowledge about procedure, time, duration, precautions, indications, contraindications of different types of hydro bath.</p>			<ul style="list-style-type: none"> • Consequence of cross infection, contraindication, insanitation and complication of hydrotherapy.

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Providing hydro therapy Task No. : 14	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of hydrotherapy. 3. Prepare treatment area, resource material and patient. 4. Explain the procedure and provide treatment to the patient. 5. Ensure the patient's comfort & proper position during & after treatment. 6. Answer patient's question. 7. Seek advice of higher authority where necessary. 		

TASK SPECIFICATIONS

5

Task Title: Providing manipulative therapy
Task No. : 15

Job Title: Complementary Health Assistant, L-3

6

TASK ELEMENTS

1. Studies the case and detects the condition.
2. Explains patient and relatives about the case and requirement of manipulative therapy.
3. Prepares treatment area, resource material and patient.
4. Explains the procedure and provide treatment to the patient.
5. Ensures the patient is comfortable & well positioned during & after treatment.
6. Answers patient's question.
7. Seeks advice of higher authority where necessary.

7

TASK PERFORMANCE REQUIREMENTS

History and examination form, Massage table (Different Sizes), Linen, and lubricants (Different types).

TASK SPECIFICATIONS

8

TASK PERFORMANCE STANDARDS

- Case studied and condition detected appropriately.
- Patient and relatives well explained about the case and requirement of manipulative therapy.
- Treatment area, resource material and patient prepared properly.
- Correct procedure explained and systematic treatment provided to the patient.
- Patient's comfort & proper position during & after treatment ensured.
- Patient's question answered correctly.
- Advice of higher authority sought where necessary.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 	<p>Knowledge about principles of manipulative therapy.</p> <p>Knowledge about procedures, time, frequency, duration of different manipulative therapy.</p>			<ul style="list-style-type: none"> • Consequence of cross infection, contraindication, insanitation, personal hygiene and complication.

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

<p align="center">11</p>	<p>Task Title : Providing manipulative therapy Task No.: 15</p>	<p>Location of Test: Candidate's Name: Evaluator's Names:</p>	
<p align="center">12</p>	<p align="center">TEST FACTORS AND ITEMS</p>	<p align="center">STANDARD MET</p>	<p align="center">STANDARD NOT MET (COMMENT)</p>
	<p><u>DID THE CANDIDATE ?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect condition. 2. Explain patient and relatives about the case and requirement of manipulative therapy. 3. Prepare treatment area, resource material and patient. 4. Explain correct procedure and systematic treatment provided to the patient. 5. Ensure patient's comfort & proper position during & after treatment. 6. Answer patient's question. 7. Seek advice of higher authority where necessary. 		

TASK SPECIFICATIONS

5

Task Title: Providing chromo therapy
Task No. : 16

Job Title: Complementary Health Assistant, L-3

6

TASK ELEMENTS

1. Studies the case and detects the condition.
2. Explains patient and relatives about the case and requirement of chromo therapy.
3. Prepares treatment area, resource material and patient.
4. Explains the procedure and provide treatment to the patient.
5. Ensures the patient is comfortable & well positioned during & after treatment.
6. Answers patient's question.
7. Seeks advice of higher authority where necessary.

7

TASK PERFORMANCE REQUIREMENTS

History and examination form, Sunlight, Cellophane paper, Color glass-bottles and Chromo-thermoleum

TASK SPECIFICATIONS

8

TASK PERFORMANCE STANDARDS

- Case studied and condition detected appropriately.
- Patient and relatives well explained about the case and requirement of chromo therapy.
- Treatment area, resource material and patient prepared properly.
- Correct procedure explained and systematic treatment provided to the patient.
- Patient's comfort & proper position during & after treatment ensured.
- Patient's question answered correctly.
- Advice of higher authority sought where necessary.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 4. 	<p>Knowledge about principle of chromo therapy.</p> <p>Knowledge about therapeutic properties, indication, contraindication, frequency, duration of red, yellow, orange, blue, green, indigo and violet and non-spectral colors.</p> <p>Knowledge about preparation and application of color charged water and oil.</p> <p>Knowledge about indication, contraindication, frequency and duration of sun bath.</p>			<p>Consequence of insanitation, contraindication and complications.</p>

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Providing chromo therapy Task No.: 16	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of chromo therapy. 3. Prepare treatment area, resource material and patient. 4. Explain the procedure and provide treatment to the patient. 5. Ensure the patient's comfort & proper position during & after treatment. 6. Answer patient's question. 7. Seek advice of higher authority where necessary. 		

TASK SPECIFICATIONS

5	Task Title : Advising for fasting therapy Task No. : 17 Job Title: Complementary Health Assistant, L-3
6	<u>TASK ELEMENTS</u> <ol style="list-style-type: none">1. Studies the case and detects the condition.2. Explains patient and relatives about the case and requirement of fasting therapy.3. Prepares treatment schedule, resource material and patient.4. Explains the procedure of treatment to patient and relative.5. Provides treatment to the patient.6. Ensures the patient is comfortable during & after treatment.7. Manages crises appeared during treatment.8. Answers patient's question.9. Seeks advice of higher authority where necessary.
7	<u>TASK PERFORMANCE REQUIREMENTS</u> History and examination form, Stethoscope, Sphygmomanometer, Weighing machine, Water and different juices.

TASK SPECIFICATIONS

8

TASK PERFORMANCE STANDARDS

- Case studied and condition detected appropriately.
- Patient and relatives well explained about the case and requirement of fasting therapy.
- Treatment schedule, resource material and patient prepared properly.
- Correct procedure of treatment explained to the patient and relative.
- Systematic treatment provided to patient.
- Patient's comfort ensured during & after treatment.
- Crises appeared during treatment well managed.
- Patient's question answered correctly.
- Advice of higher authority sought where necessary.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. 	<p>Knowledge about principle of fasting therapy</p> <p>Knowledge about physiology of fasting and starvation.</p> <p>Knowledge about source of metabolism of carbohydrate, lipids, proteins, vitamins and minerals during fasting and starvation.</p> <p>Knowledge about rules and regulation, methods, types, indication, contraindication and precaution of therapeutic fasting.</p> <p>Knowledge about breaking fasting therapy.</p> <p>Knowledge about crises during fasting and their management.</p>			<p>Consequence of insanitation, complication and contraindiction</p>

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title:- Advising for fasting therapy Task No: 17	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Study the case and detect the condition. 2. Explain patient and relatives about the case and requirement of fasting therapy. 3. Prepare treatment schedule, resource material and patient. 4. Explain the procedure of treatment to patient and relative. 5. Provide treatment to the patient. 6. Ensure the patient is comfortable during & after treatment. 7. Manage crises appeared during treatment. 8. Answer patient's question. 9. Seek advice of higher authority where necessary. 		

TASK SPECIFICATIONS

5

Task Title : Reviewing the patient
Task No. : 18

Job Title: Complementary Health Assistant, L-3

6

TASK ELEMENTS

1. Monitors patient's response during treatment.
2. Evaluates effectiveness of treatment.
3. Revises treatment plan based on current investigation report.
4. Modifies treatment where necessary.
5. Reassesses the patient,
6. Terminates treatment session and course of treatment at appropriate time.
7. Records findings and overall result.
8. Answers patient's question.

7

TASK PERFORMANCE REQUIREMENTS

Previous records and current investigation report of the patient.

TASK SPECIFICATIONS

8

TASK PERFORMANCE STANDARDS

- Patient's response during treatment correctly monitored.
- Effectiveness of treatment properly evaluated.
- Treatment plan revised based on current investigation report.
- Treatment modified where necessary.
- Patient thoroughly reassessed,
- Treatment session and course of treatment terminated at appropriate time.
- Findings and overall result of patient recorded systematically.
- Patient's question answered correctly.

9	10	TASK TRAINING DATA			
TASK No.	T.E. No.	TECHNICAL KNOWLEDGE	APPLIED CALCULATION	GRAPHIC INFORMATION	SAFETY AND HYGIENE
	1. 2.	Knowledge about basics of case reviewing. Knowledge about prognosis.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	Task Title: Reviewing patients Task No: 18	Location of Test: Candidate's Name: Evaluator's Names:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENT)
	<p><u>DID THE CANDIDATE?</u></p> <ol style="list-style-type: none"> 1. Monitor patient's response during treatment. 2. Evaluate effectiveness of treatment. 3. Revise treatment plan based on current investigation report. 4. Modify treatment where necessary. 5. Reassess the patient, 6. Terminate treatment session and course of treatment at appropriate time. 7. Record findings and overall result. 8. Answer patient's question. 		