

National Occupational Skill Standard (NOSS)

Occupational Title : Caregiver
Level : 1
Sector : Hospitality Industry
Sub - Sector : Personal Care Service
NOSS ID/NSCO ID :
ISCO NO :



Council for Technical Education and Vocational Training
NATIONAL SKILL TESTING BOARD
Madhyapur Thimi-17, Sanothimi, Bhaktapur, Nepal

Developed: 09-04-2023 (26-12-2079)



The Occupational Profile (OP) Developed by:

No	Name	Designation	Organization
1.	Mr. Narendra Bajracharya	Coordinator	Hospital Technical Sub Committee National Skill Testing Board, Sanothimi, Bhaktapur
2.	Mr. Chandra Bhakta Nakarmi	Director	National Skill Testing Board Sanothimi, Bhaktapur
3.	Ms. Samjhana Basnyat	Member	International School of Tourism & Hotel Management Gyaneshwor, Kathmandu
4.	Mr. Ram Kailash Bichha	Member	Nepal Academy of Tourism and Hotel Management (NATHM) Ravi Bhavan, Kathmandu
5.	Mr. Pranesh Sharma	Member	
6.	Mr. Teena Lama	Member	
7.	Mr. Santosh Bikram Shah	Member	National Skill Testing Board Sanothimi, Bhaktapur
8.	Mr. Chhabi Bahadur Gurung	Member	National Skill Testing Board Sanothimi, Bhaktapur
9.	Mr. Kheta Raj Koirala	Member	National Skill Testing Board, Sanothimi, Bhaktapur
10.	Mr. Dip Narayan Chaudhary	Member-Secretary	Hospital Technical Sub Committee National Skill Testing Board, Sanothimi, Bhaktapur

Recommended by Hospitality Technical Sub Committee: 05 May 2008



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:2



2045

The National Occupational Skill Standard Developed by:

No	Name	Designation	Organization
1.	Mr. Narendra Bajracharya	Coordinator	Hospital Technical Sub Committee National Skill Testing Board, Sanothimi, Bhaktapur
2.	Mr. Tek Bahadur Malla	Director	National Skill Testing Board Sanothimi, Bhaktapur
3.	Ms. Samjhana Basnyat	Member	International School of Tourism & Hotel Management Gyaneshwor, Kathmandu
4.	Mr. Ram Kailash Bichha	Member	Nepal Academy of Tourism and Hotel Management (NATHM) Ravi Bhavan, Kathmandu
5.	Ms. Sanu Tuladhar	Member	Phect-NEPAL Bagbazar, Kathmandu
6.	Ms. Jeni Thapa Magar	Member	Aloki Care Home and Rehabilitation Center Kupondole, Lalitpur
7.	Ms. Ratee Pakwan	Member	COVID-19 Unified Central Hospital, NAMS, Bir Hospital Mahabauddha, Kathmandu
8.	Ms. Rama Devi Pahari Gyawali	Member	National Academy for Medical Science Old Baneshwor, Kathmandu
9.	Ms. Durga Awasthi	Member-Secretary	Hospitality Technical Sub Committee National Skill Testing Board, Sanothimi, Bhaktapur
10.	Mr. Tulsi KC	Member	Sr. Skill Testing Officer National Skill Testing Board, Sanothimi, Bhaktapur
11.	Mr. Suresh Maharjan	Member	Sr. Skill Testing Officer National Skill Testing Board, Sanothimi, Bhaktapur

Recommended by Hospitality Technical Sub Committee: 09 April 2023 (26 Chaitra 2079)



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:3



2045

1	Occupational Title: Caregiver Level: 1
2	Job Description: Caregiver L-1, maintains hygiene and sanitation, performs assessment of vital signs, prepares and feeds meals, applies comfort measures, performs physical exercise and entertainment activities.
3	UNITS OF COMPETENCY: 1. Maintain hygiene and sanitation 2. Perform assessment of vital signs 3. Prepare and feed meals 4. Apply comfort measures 5. Perform physical exercise and entertainment activities 6. Perform communication 7. Develop professionalism <i>*Note: Units 6 and 7 are not for testing purpose.</i>
4	Qualifying Notes/Prerequisites: <ul style="list-style-type: none"> • Physical Requirements: Sound health • Entry Requirements: As per NSTB rules Additional Information: <ul style="list-style-type: none"> • Assessment Types: Performance test only • Assessment Duration: 4-5 Hours (Full Competency) • Recommended Group Size: 6 to 8 candidates



5	Unit No:1		Unit code:
	Unit Title: Maintain hygiene and sanitation		
	Elements of competency	Performance standards	
	1.1 Prepare tools and materials	1.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 1.1.2 Personal hygiene and grooming maintained as per hygiene guidelines. 1.1.3 Tools collected as per task requirement and checked for damage. 1.1.4 Materials prepared as per care needs .	
1.2 Maintain care recipient hygiene	1.2.1 Care recipient needs identified by accessing condition. 1.2.2 Care recipient prepared as per care needs. 1.2.3 Care recipient encouraged and assisted with their personal care needs. 1.2.4 Teeth and tongue cleaned and plaque removed. 1.2.5 Lips cleaned and moisturizer applied to keep lips moist and crack free. 1.2.6 Any discharge around the eyes gently wiped to keep it free from discharge and swelling. 1.2.7 Hair trimmed, gently washed, tangles removed and tied. 1.2.8 Nails cleaned, trimmed and filed. 1.2.9 Skin cleaned, applied moisturizer and gently massaged to keep it free from redness and blisters. 1.2.10 Care recipient assisted in changing clothes. 1.2.11 Care provided to care recipient documented.		
1.3 Maintain room environment	1.3.1 Windows opened to circulate fresh air in the room. 1.3.2 All surface dusted and wiped with damp cloth. 1.3.3 Floor mopped, vacuumed, dried and disinfected.		



		<p>1.3.4 Room temperature maintained as per need.</p> <p>1.3.5 Trash emptied and trash bag replaced.</p>
1.4	Manage human waste	<p>1.4.1 Needs and preference of care recipient assessed for waste disposal.</p> <p>1.4.2 Care recipient placed in comfortable position.</p> <p>1.4.3 Bed pans, urinal and sputum mug placed properly and human waste collected.</p> <p>1.4.4 Diapers removed and disposed in a plastic bag.</p> <p>1.4.5 Care recipient cleaned, put new diaper and placed comfortably.</p> <p>1.4.6 Human waste disposed in designated area and recorded.</p>
1.5	Clean workplace	<p>1.5.1 Unused materials collected and stored in designated area.</p> <p>1.5.2 Tools and equipment washed, sanitized and stored in designated area.</p> <p>1.5.3 Care recipient surrounding area cleaned and waste disposed as per 3R's principle in designated area.</p> <p>1.5.4 Personal hygiene maintained as per hygiene guidelines.</p>
6	<p>Task Performance Requirements (Tools, equipment, and materials):</p> <ul style="list-style-type: none"> Hand sanitizer, hand soap, paper towels, tooth brush, toothpaste, mouth wash, tongue cleaner, nail cutter, nail file, scissors, disposable razor, shaving cream, comb, shampoo, hair oil, body oil, towels, sponge towel, lip balm, petroleum jelly, lotion, moisturizer, wipes, ear bud, cotton ball, cleaning agent, vacuum, broom, cloth, mop, bed pans, urinals, sputum mug, toilet paper, plastic bag, container with lid, diaper, rubber sheet, feeding cup, kidney tray, trash bag, garbage bin, pen, paper, register, soap, water, bowl, bucket, mug, disinfectant, dust pan, first aid kit and personal protective equipment (PPE). 	



7

Safety and Hygiene (Occupational Health and Safety):

- Use personal protective equipment.
- Safe handling of materials, tools and equipment.
- Hazards involved in lifting.
- Prevent from exposure to chemicals.
- Prevent from risk of exposure to infectious diseases.



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:7



2045

8	Required Knowledge		
	Technical Knowledge	Applied Calculation	Graphical Information
	<ul style="list-style-type: none"> • Tools, equipment, and materials <ul style="list-style-type: none"> ○ Types ○ Uses ○ Safe handling ○ Storage • Personal hygiene and sanitation • Care recipient hygiene and sanitation <ul style="list-style-type: none"> ○ Oral care ○ Eye care ○ Hair care ○ Nail care ○ Skin care ○ Care recipient grooming ○ Environmental sanitation • Medication safety <ul style="list-style-type: none"> ○ Prescribed medicine ○ Dose and schedule ○ Expiry ○ Storage 		<ul style="list-style-type: none"> • Read and interpret health care plan/chart • Read and interpret instruction manual



	<ul style="list-style-type: none"> • Mental health and well being <ul style="list-style-type: none"> ○ Introduction ○ Importance ○ Self-care • Disposal of human waste <ul style="list-style-type: none"> ○ Introduction ○ Human waste disposal ○ Cleaning and disinfectant • Assessing condition of care recipient • Preparing care recipient • Comfortable position • Record keeping and reporting • First aid and first aid kit • Occupational health and safety rules and regulations 		
--	---	--	--



9	Assessment of Competency				
Unit: 1					
Unit Title: Maintain hygiene and sanitation					
Candidate Details			Assessors Detail		
Candidate's Name:			Assessors' Name		ID/License No:
Registration Number:			1.		
Symbol No:			2.		
Test Centre:			3.		
Test Date:					
Element of competency	Performance Standards	Standard Met	Standard Not Met	Evidence Type	Comments
1.1 Prepare tools and materials	1.1.1 Personal protective equipment (PPE) used in accordance with task requirement.				
	1.1.2 Personal hygiene and grooming maintained as per hygiene guidelines.				
	1.1.3 Tools collected as per task requirement and checked for damage.				
	1.1.4 Materials prepared as per care needs .				
1.2 Maintain care recipient hygiene	1.2.1 Care recipient needs identified by accessing condition.				
	1.2.2 Care recipient prepared as per care needs.				
	1.2.3 Care recipient encouraged and assisted with their personal care needs.				



	<p>1.2.4 Teeth and tongue cleaned and plaque removed.</p> <p>1.2.5 Lips cleaned and moisturizer applied to keep lips moist and crack free.</p> <p>1.2.6 Any discharge around the eyes gently wiped to keep it free from discharge and swelling.</p> <p>1.2.7 Hair trimmed, gently washed, tangles removed and tied.</p> <p>1.2.8 Nails cleaned, trimmed and filed.</p> <p>1.2.9 Skin cleaned, applied moisturizer and gently massaged to keep it free from redness and blisters.</p> <p>1.2.10 Care recipient assisted in changing clothes.</p> <p>1.2.11 Care provided to care recipient documented.</p>				
<p>1.3 Maintain room environment</p>	<p>1.3.1 Windows opened to circulate fresh air in the room.</p> <p>1.3.2 All surface dusted and wiped with damp cloth.</p> <p>1.3.3 Floor mopped, vacuumed, dried and disinfected.</p> <p>1.3.4 Room temperature maintained as per need.</p> <p>1.3.5 Trash emptied and trash bag replaced.</p>				
<p>1.4 Manage human waste</p>	<p>1.4.1 Needs and preference of care recipient assessed for waste disposal.</p> <p>1.4.2 Care recipient placed in comfortable position.</p> <p>1.4.3 Bed pans, urinal and sputum mug placed properly and human waste collected.</p>				



	<p>1.4.4 Diapers removed and disposed in a plastic bag.</p> <p>1.4.5 Care recipient cleaned, put new diaper and placed comfortably.</p> <p>1.4.6 Human waste disposed in designated area.</p>				
1.5 Clean workplace	<p>1.5.1 Unused materials collected and stored in designated area.</p> <p>1.5.2 Tools and equipment washed, sanitized and stored in designated area.</p> <p>1.5.3 Care recipient surrounding area cleaned and waste disposed as per 3R's principle in designated area.</p> <p>1.5.4 Personal hygiene maintained as per hygiene guidelines.</p>				

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor’s report

SN-Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:12



2045

Range Statement

Variable	Range
Personal protective equipment (PPE)	<p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Gloves • Hair net/cap • Safety shoes
Care needs	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Oral care • Eye care • Hair care • Nail care • Skin care
Care recipient	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Elderly people • Disabled people • People with long term care needs
Needs and preference	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Diaper • Bed pans • Urinals



Human waste	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Sputum • Stool • Urine
Surrounding area	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Room • Care recipient's bathroom
3R's principle	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Reduce • Reuse • Recycle



5	Unit No:2 Unit Title: Perform assessment of vital signs	Unit code:
	Elements of competency	Performance standards
2.1 Measure temperature	2.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 2.1.2 Personal hygiene and sanitation maintained as per hygiene guidelines. 2.1.3 Care recipient informed about the process. 2.1.4 Care recipient placed in comfortable position. 2.1.5 Thermometer placed on appropriate site as per type of thermometer. 2.1.6 Temperature measured accurately and recorded in record book. 2.1.7 Temperature monitored regularly as per health care providers instruction or care recipient's condition.	
2.2 Measure blood pressure	2.2.1 Care recipient informed about the process. 2.2.2 Care recipient placed comfortably in sitting or sleeping position. 2.2.3 Blood pressure cuff placed on upper arm and stethoscope over the brachial artery. 2.2.4 Blood pressure measured accurately and recorded in record book. 2.2.5 Blood pressure monitored regularly as per health care providers instruction or care recipient's condition.	
2.3 Measure pulse	2.3.1 Care recipient informed about the process. 2.3.2 Care recipient placed in comfortable position. 2.3.3 Pulse rate measured from radial artery at the wrist by counting the pulse for one minute. 2.3.4 Pulse rate recorded in record book.	



		2.3.5 Pulse monitored regularly as per health care providers instruction or care recipient's condition.
	2.4 Measure respiration	2.4.1 Care recipient informed about the process. 2.4.2 Care recipient placed in comfortable position. 2.4.3 Respiration rate measured by counting the number of breaths taken in one minute. 2.4.4 Respiratory rate recorded in record book. 2.4.5 Respiration monitored regularly as per health care providers instruction or care recipient's condition and reported any abnormal vital signs .
6	Task Performance Requirements (Tools, equipment, and materials): <ul style="list-style-type: none"> Hand sanitizer, hand soap, paper towels, wipes, thermometer, stethoscope, blood pressure instrument (sphygmomanometer), timer, cotton ball, potable water, tray, paper bag, pen, paper, register, first aid kit and personal protective equipment (PPE) 	
7	Safety and Hygiene (Occupational Health and Safety): <ul style="list-style-type: none"> Use personal protective equipment. Safe handling of materials, tools and equipment. Hazards involved in lifting. Prevent from exposure to chemicals. Prevent from risk of exposure to infectious diseases. 	



8	Required Knowledge		
	Technical Knowledge	Applied Calculation	Graphical Information
	<ul style="list-style-type: none"> • Tools, equipment, and materials: <ul style="list-style-type: none"> ○ Types ○ Uses ○ Safe handling • Introduction to vital signs • Temperature <ul style="list-style-type: none"> ○ Introduction ○ Normal range of body temperature ○ Measuring body temperature ○ Factors affecting body temperature • Blood pressure <ul style="list-style-type: none"> ○ Introduction ○ Normal range of blood pressure ○ Measuring blood pressure ○ Factors affecting blood pressure • Pulse <ul style="list-style-type: none"> ○ Introduction ○ Normal range of pulse rate ○ Measuring pulse rate 	<ul style="list-style-type: none"> • Convert centigrade to Fahrenheit and vice versa 	<ul style="list-style-type: none"> • Read and interpret health care plan/chart • Read and interpret manufacturer's instruction



	<ul style="list-style-type: none"> ○ Factors affecting pulse rate • Respiration <ul style="list-style-type: none"> ○ Introduction ○ Normal range of respiratory rate ○ Measuring respiratory rate ○ Factors affecting respiratory rate • Record keeping, documentation and reporting • First aid and first aid kit • Occupational health and safety rules and regulations 		
--	---	--	--



9	Assessment of Competency				
Unit: 2					
Unit Title: Perform assessment of vital signs					
Candidate Details			Assessors Detail		
Candidate's Name:			Assessors' Name		ID/License No:
Registration Number:			1.		
Symbol No:			2.		
Test Centre:			3.		
Test Date:					
Element of competency	Performance Standards	Standard Met	Standard Not Met	Evidence Type	Comments
2.1 Measure temperature	2.1.1 Personal protective equipment (PPE) used in accordance with task requirement.				
	2.1.2 Personal hygiene and sanitation maintained as per hygiene guidelines.				
	2.1.3 Care recipient informed about the process.				
	2.1.4 Care recipient placed in comfortable position.				
	2.1.5 Thermometer placed on appropriate site as per type of thermometer.				
	2.1.6 Temperature measured accurately and recorded in record book.				
	2.1.7 Temperature monitored regularly as per health care				



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:19



	providers instruction or care recipient's condition.				
2.2 Measure blood pressure	<p>2.2.1 Care recipient informed about the process.</p> <p>2.2.2 Care recipient placed comfortably in sitting or sleeping position.</p> <p>2.2.3 Blood pressure cuff placed on upper arm and stethoscope over the brachial artery.</p> <p>2.2.4 Blood pressure measured accurately and recorded in record book.</p> <p>2.2.5 Blood pressure monitored regularly as per health care providers instruction or care recipient's condition.</p>				
2.3 Measure pulse	<p>2.3.1 Care recipient informed about the process.</p> <p>2.3.2 Care recipient placed in comfortable position.</p> <p>2.3.3 Pulse rate measured from radial artery at the wrist by counting the pulse for one minute.</p> <p>2.3.4 Pulse rate recorded in record book.</p> <p>2.3.5 Pulse monitored regularly as per health care providers instruction or care recipient's condition.</p>				
2.4 Measure respiration	<p>2.4.1 Care recipient informed about the process.</p> <p>2.4.2 Care recipient placed in comfortable position.</p> <p>2.4.3 Respiration rate measured by counting the number of breaths taken in one minute.</p>				



	<p>2.4.4 Respiratory rate recorded in record book.</p> <p>2.4.5 Respiration monitored regularly as per health care providers instruction or care recipient's condition and reported any abnormal <i>vital signs</i>.</p>				
--	--	--	--	--	--

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor’s report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:21



Range Statement

Variable	Range
Personal protective equipment (PPE)	<p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Gloves • Safety shoes • Hair net/cap
Appropriate site	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Tongue • Ear • Forehead • Axilla
Vital signs	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Temperature • Blood pressure • Pulse • Respiration



5	Unit No:3		Unit code:
	Unit Title: Prepare and feed meals		
	Elements of competency	Performance standards	
	3.1 Prepare feeding schedule	3.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 3.1.2 Personal hygiene and grooming maintained as per hygiene guidelines. 3.1.3 Care recipient food needs and preference determined consulting with concerned personnel . 3.1.4 Meals for the day/week planned based on food needs and preferences. 3.1.5 Food schedule prepared and shared with concerned personnel and take approval.	
3.2 Prepare ingredients	3.2.1 Ingredients collected as per meal plan. 3.2.2 Ingredients checked and sorted. 3.2.3 Dirt and debris removed by washing ingredients in potable water. 3.2.4 Outer layer or skin peeled as per type of ingredients. 3.2.5 Ingredients cut to proper size and shape as per meal requirement. 3.2.6 Ingredients soaked and rinsed. 3.2.7 Batter and dough prepared as per meal requirement. 3.2.8 Ingredients prepared as per requirement of food items using food processing technique .		
3.3 Prepare solid diet	3.3.1 Kitchen utensils prepared as per solid food . 3.3.2 Solid food cooked as per the recipe using appropriate cooking method . 3.3.3 Prepared solid food served at appropriate temperature. 3.3.4 Kitchen area and utensils cleaned and organized in efficient manner.		



	3.4 Prepare soft diet	<p>3.4.1 Kitchen utensils prepared as per soft food.</p> <p>3.4.2 Soft food cooked as per the recipe using appropriate cooking method.</p> <p>3.4.3 Prepared soft food served at appropriate temperature.</p> <p>3.4.4 Kitchen area and utensils cleaned and organized in efficient manner.</p>
	3.5 Prepare liquid diet	<p>3.5.1 Kitchen utensils prepared as per liquid food.</p> <p>3.5.2 Liquid food cooked as per the recipe using appropriate cooking method.</p> <p>3.5.3 Consistency of liquid food adjusted as per care recipient needs.</p> <p>3.5.4 Prepared liquid food served in appropriate temperature.</p> <p>3.5.5 Kitchen area and utensils cleaned and organized in efficient manner.</p>
	3.6 Feed care recipient	<p>3.6.1 Care recipient placed comfortably in sitting upright position for feeding.</p> <p>3.6.2 Care recipient fed or assisted with feeding based on condition.</p> <p>3.6.3 Fluids offered before, during and after meal to prevent choking.</p> <p>3.6.4 Care recipient observed for any sign of discomfort after feeding.</p> <p>3.6.5 Meal area cleaned after feeding and disposed any uneaten food or leftovers.</p> <p>3.6.6 Care recipient cleaned and placed in comfortable position.</p> <p>3.6.7 Meal consumption of care recipient recorded.</p>
	3.7 Clean workplace	<p>3.7.1 Unused materials are collected and stored in designated area.</p> <p>3.7.2 Tools, equipment and utensils washed, sanitized and stored in designated area.</p> <p>3.7.3 Care recipient surrounding area cleaned neatly and waste disposed as per 3R's principle in designated area.</p> <p>3.7.4 Personal hygiene maintained as per hygiene guidelines.</p>



6	<p>Task Performance Requirements (Tools, equipment, and materials):</p> <ul style="list-style-type: none"> • Hand sanitizer, hand soap, paper towels, mouth wash, scissors, towels, wipes, napkin, cleaning agent, vacuum, broom, cloth, mop, plastic bag, kitchen equipment and utensils, knife, chopping board, crockeries, cutleries, glassware, ingredients, pen, paper, register, soap, water, disinfectant, dust pan, trash bag, garbage bin, first aid kit, and personal protective equipment (PPE).
7	<p>Safety and Hygiene (Occupational Health and Safety):</p> <ul style="list-style-type: none"> • Use personal protective equipment. • Safe handling of materials, tools and equipment. • Hazards involved in lifting. • Prevent from exposure to chemicals. • Prevent from risk of exposure to infectious diseases.



8	Required Knowledge		
	Technical Knowledge	Applied Calculation	Graphical Information
	<ul style="list-style-type: none"> • Tools, equipment, and materials: <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Preparation ○ Safe handling • Introduction of food hygiene • Methods to prepare hygienic food • Food schedule and feeding time • Care recipient preparation technique for meal • Ingredient preparation • Types of meal • Cooking method • Balanced diet and nutritional value • Feeding technique • Food storage • Cleaning technique • Waste management • Recordkeeping and reporting • First aid and first aid kit • Occupational health and safety rules and regulations 		<ul style="list-style-type: none"> • Read and interpret nutrition chart • Read and interpret food pyramid



9	Assessment of Competency				
Unit: 3					
Unit Title: Prepare and feed meals					
Candidate Details			Assessors Detail		
Candidate's Name:			Assessors' Name		ID/License No:
Registration Number:			1.		
Symbol No:			2.		
Test Centre:			3.		
Test Date:					
Element of competency	Performance Standards	Standard Met	Standard Not Met	Evidence Type	Comments
3.1 Prepare feeding schedule	3.1.1 Personal protective equipment (PPE) used in accordance with task requirement.				
	3.1.2 Personal hygiene and grooming maintained as per hygiene guidelines.				
	3.1.3 Care recipient food needs and preference determined consulting with concerned personnel .				
	3.1.4 Meals for the day/week planned based on food needs and preferences.				
	3.1.5 Food schedule prepared and shared with concerned personnel and take approval.				
3.2 Prepare ingredients	3.2.1 Ingredients collected as per meal plan.				



	<p>3.2.2 Ingredients checked and sorted.</p> <p>3.2.3 Dirt and debris removed by washing ingredients in potable water.</p> <p>3.2.4 Outer layer or skin peeled as per type of ingredients.</p> <p>3.2.5 Ingredients cut to proper size and shape as per meal requirement.</p> <p>3.2.6 Ingredients soaked and rinsed.</p> <p>3.2.7 Batter and dough prepared as per meal requirement.</p> <p>3.2.8 Ingredients prepared as per requirement of food items using food processing technique.</p>				
<p>3.3 Prepare solid diet</p>	<p>3.3.1 Kitchen utensils prepared as per solid food.</p> <p>3.3.2 Solid food cooked as per the recipe using appropriate cooking method.</p> <p>3.3.3 Prepared solid food served at appropriate temperature.</p> <p>3.3.4 Kitchen area and utensils cleaned and organized in efficient manner.</p>				
<p>3.4 Prepare soft diet</p>	<p>3.4.1 Kitchen utensils prepared as per soft food.</p> <p>3.4.2 Soft food cooked as per the recipe using appropriate cooking method.</p> <p>3.4.3 Prepared soft food served at appropriate temperature.</p> <p>3.4.4 Kitchen area and utensils cleaned and organized in</p>				



	efficient manner.				
3.5 Prepare liquid diet	<p>3.5.1 Kitchen utensils prepared as per liquid food.</p> <p>3.5.2 Liquid food cooked as per the recipe using appropriate cooking method.</p> <p>3.5.3 Consistency of liquid food adjusted as per care recipient needs.</p> <p>3.5.4 Prepared liquid food served in appropriate temperature.</p> <p>3.5.5 Kitchen area and utensils cleaned and organized in efficient manner.</p>				
3.6 Feed care recipient	<p>3.6.1 Care recipient placed comfortably in sitting upright position for feeding.</p> <p>3.6.2 Care recipient fed or assisted with feeding based on condition.</p> <p>3.6.3 Fluids offered before, during and after meal to prevent choking.</p> <p>3.6.4 Care recipient observed for any sign of discomfort after feeding.</p> <p>3.6.5 Meal area cleaned after feeding and disposed any uneaten food or leftovers.</p> <p>3.6.6 Care recipient cleaned and placed in comfortable position.</p> <p>3.6.7 Meal consumption of care recipient recorded.</p>				



3.7 Clean workplace	<p>3.7.1 Unused materials are collected and stored in designated area.</p> <p>3.7.2 Tools, equipment and utensils washed, sanitized and stored in designated area.</p> <p>3.7.3 Care recipient surrounding area cleaned neatly and waste disposed as per 3R's principle in designated area.</p> <p>3.7.4 Personal hygiene maintained as per hygiene guidelines.</p>				
---------------------	--	--	--	--	--

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor’s report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:30



2045

Range Statement

Variable	Range
Personal protective equipment (PPE)	<p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Gloves • Safety shoes • Hair net/cap
Concerned personnel	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Care recipient • Family member • Healthcare • Dietician
Food items	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Solid food • Soft food • Liquid food
Food processing technique	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Grinding • Roasting • Marinating



Solid food	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Lentil (Daal) • Rice (Bhaat) • Bread (Roti) • Curry (Tarkari)
Cooking method	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Boiling • Frying • Simmering • Sautéing • Grilling • Steaming
Soft food	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • <i>Jaulo</i> • Lentil • Rice • Vegetable • <i>Litto</i>
Liquid food	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Vegetable soup • Legume soup • Non vegetable soup



3R's principle	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none">• Reduce• Reuse• Recycle
----------------	--



5	Unit No:4		Unit code:	
	Unit Title: Apply comfort measures			
	Elements of competency	Performance standards		
	4.1 Prepare tools and materials	4.1.1 Personal protective equipment (PPE) used in accordance with task requirement.		4.1.2 Personal hygiene and grooming maintained as per hygiene guidelines.
		4.1.3 Tools, equipment and materials prepared as per task requirement.		
4.2 Prepare room	4.2.1 Windows opened to circulate fresh air in the room.	4.2.2 All surfaces dusted and cleaned with damp cloth.	4.2.3 Floor mopped/vacuumed, dried and disinfected.	
	4.2.4 Room temperature maintained as per needs.	4.2.5 Trash emptied and trash bag replaced.		
4.3 Prepare bed for ambulatory care recipient	4.3.1 Equipment and linens arranged on bed side table.	4.3.2 Used linen removed, folded and placed in a container.	4.3.3 Cleaning and damp dusting perform to clean the bed.	
	4.3.4 Comfort devices applied as per need of care recipient.	4.3.5 Clean and fresh linen placed and smoothed any wrinkles or creases.	4.3.6 Linens washed or send to laundry.	
4.4 Prepare bed for bedridden care recipient	4.4.1 Care recipient medical chart checked for any specific instruction regarding bed mobility and positioning.	4.4.2 Care recipient informed on bed making and asked for any assistance or special needs.	4.4.3 Comfort devices applied as per need of care recipient.	
	4.4.4 Used linen removed, folded and placed in a container.			



		<p>4.4.5 Care recipient lifted, rolled and positioned gently to the required position during bed making process.</p> <p>4.4.6 Cleaning and damp wiping perform to clean the bed.</p> <p>4.4.7 Clean and fresh linen placed and smoothed any wrinkles or creases.</p> <p>4.4.8 Care recipient placed in comfortable position.</p> <p>4.4.9 Care recipient personal items placed within easy reach.</p> <p>4.4.10 Linens washed or send to laundry.</p>
	4.5 Position care recipient in bed	<p>4.5.1 Care recipient condition assessed and level of assistance required determined for positioning in bed.</p> <p>4.5.2 Comfort position determined by their condition and treatment related to illness.</p> <p>4.5.3 Comfort devices collected as per care recipient need.</p> <p>4.5.4 Care recipient explained what will happen and how care recipient can help.</p> <p>4.5.5 Care recipient positioned gently and comfortably in bed as per comfort position.</p> <p>4.5.6 Comfort devices applied as per need of care recipient.</p>
	4.6 Clean workplace	<p>4.6.1 Unused materials collected and stored in designated area.</p> <p>4.6.2 Tools and equipment cleaned and stored in designated area.</p> <p>4.6.3 Care recipient area cleaned neatly and waste disposed as per 3R's principle in designated area.</p>
6	<p>Task Performance Requirements (Tools, equipment, and materials):</p> <ul style="list-style-type: none"> Hand sanitizer, hand soap, paper towels, towels, lotion, moisturizer, wipes, cleaning agent, vacuum, broom, cloth, mop, toilet paper, plastic 	



	bag, container with lid, bed, mattress, pillow, linen, bedside table, rubber sheet, comfort devices, dust pan, trash bag, garbage bin, pen, paper, register, soap, water, disinfectant, bucket, mug, bowl, tray, first aid kit, and personal protective equipment (PPE).
7	<p>Safety and Hygiene (Occupational Health and Safety):</p> <ul style="list-style-type: none"> • Use personal protective equipment. • Safe handling of materials, tools and equipment. • Hazards involved in lifting. • Prevent from exposure to chemicals. • Prevent from risk of exposure to infectious diseases.



8	Required Knowledge		
	Technical Knowledge	Applied Calculation	Graphical Information
	<ul style="list-style-type: none"> • Tools, equipment, and materials: <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Preparation ○ Safe handling • Comfort measure • Room cleaning and sanitation • Bed making <ul style="list-style-type: none"> ○ Introduction ○ Types of bed and their purpose ○ Bed making process ○ Comfort devices ○ Materials used ○ Patient care and handling • Patient positions in bed <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Purpose ○ Procedures 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Read and interpret manufacturer's specification



	<ul style="list-style-type: none"> ○ Safety measures ● Waste management ● Recordkeeping and reporting ● First aid and first aid kit ● Occupational health and safety rules and regulations 		
--	---	--	--



9	Assessment of Competency				
Unit: 4					
Unit Title: Apply comfort measures					
Candidate Details			Assessors Detail		
Candidate's Name:			Assessors' Name		ID/License No:
Registration Number:			1.		
Symbol No:			2.		
Test Centre:			3.		
Test Date:					
Element of competency	Performance Standards	Standard Met	Standard Not Met	Evidence Type	Comments
4.1 Prepare tools and materials	4.1.1 Personal protective equipment (PPE) used in accordance with task requirement.				
	4.1.2 Personal hygiene and grooming maintained as per hygiene guidelines.				
	4.1.3 Tools, equipment and materials prepared as per task requirement.				
4.2 Prepare room	4.2.1 Windows opened to circulate fresh air in the room.				
	4.2.2 All surfaces dusted and cleaned with damp cloth.				
	4.2.3 Floor mopped/vacuumed, dried and disinfected.				
	4.2.4 Room temperature maintained as per needs.				
	4.2.5 Trash emptied and trash bag replaced.				



<p>4.3 Prepare bed for ambulatory care recipient</p>	<p>4.3.7 Equipment and linens arranged on bed side table.</p> <p>4.3.8 Used linen removed, folded and placed in a container.</p> <p>4.3.9 Cleaning and damp dusting perform to clean the bed.</p> <p>4.3.10 Comfort devices applied as per need of care recipient.</p> <p>4.3.11 Clean and fresh linen placed and smoothed any wrinkles or creases.</p> <p>4.3.12 Linens washed or send to laundry.</p>				
<p>4.4 Prepare bed for bedridden care recipient</p>	<p>4.4.1 Care recipient medical chart checked for any specific instruction regarding bed mobility and positioning.</p> <p>4.4.2 Care recipient informed on bed making and asked for any assistance or special needs.</p> <p>4.4.3 Comfort devices applied as per need of care recipient.</p> <p>4.4.4 Used linen removed, folded and placed in a container.</p> <p>4.4.5 Care recipient lifted, rolled and positioned gently to the required position during bed making process.</p> <p>4.4.6 Cleaning and damp wiping perform to clean the bed.</p> <p>4.4.7 Clean and fresh linen placed and smoothed any wrinkles or creases.</p> <p>4.4.8 Care recipient placed in comfortable position.</p> <p>4.4.9 Care recipient personal items placed within easy reach.</p> <p>4.4.10 Linens washed or send to laundry.</p>				



<p>4.5 Position care recipient in bed</p>	<p>4.5.1 Care recipient condition assessed and level of assistance required determined for positioning in bed.</p> <p>4.5.2 Comfort position determined by their condition and treatment related to illness.</p> <p>4.5.3 Comfort devices collected as per care recipient need.</p> <p>4.5.4 Care recipient explained what will happen and how care recipient can help.</p> <p>4.5.5 Care recipient positioned gently and comfortably in bed as per comfort position.</p> <p>4.5.6 Comfort devices applied as per need of care recipient.</p>				
<p>4.6 Clean workplace</p>	<p>4.6.1 Unused materials collected and stored in designated area.</p> <p>4.6.2 Tools and equipment cleaned and stored in designated area.</p> <p>4.6.3 Care recipient area cleaned neatly and waste disposed as per 3R's principle in designated area.</p>				

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor’s report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



NOSS ID: #

Developed Date: 2023-04-09

Revision Number: ##

Revised Date: dd/mm/yy

Page:41



2045

Range Statement

Variable	Range
Personal protective equipment (PPE)	<p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Gloves • Safety shoes • Hair net/cap
Linen	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Bed sheet • Pillow • Pillow cover • Blanket • Blanket cover • Top sheet • Draw sheet
Comfort devices	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Extra pillow • Sand bag • Pressure ring • Air/water mattress • Rolls • Blanket



	<ul style="list-style-type: none"> • Back rest • Foot board • Cardiac table
Comfort position	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Supine position • Prone position • Lateral position • Sitting position • Dorsal position
3R's principle	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Reduce • Reuse • Recycle



5	Unit No:5 Unit Title: Perform physical exercise and entertainment activity	Unit code:	
Elements of competency		Performance standards	
5.1 Engage Care recipient in active and passive exercise	5.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 5.1.2 Care recipient current level of fitness and condition assessed before beginning any exercise. 5.1.3 Active/passive exercise selected appropriate for Care recipient's fitness and health condition. 5.1.4 Clear and simple instructions provided and exercise demonstrated. 5.1.5 Support provided to Care recipient depending on exercise and Care recipient condition. 5.1.6 Care recipient involved in exercise. 5.1.7 Care recipient encouraged, motivated and monitored carefully during exercise. 5.1.8 Care recipient placed in comfortable position.		
5.2 Assist Care recipient in physiotherapy	5.2.1 Care recipient condition and physical limitation assessed before physiotherapy exercise. 5.2.2 Care recipient oriented clearly on physiotherapy exercise. 5.2.3 Support provided to Care recipient depending on exercise and Care recipient condition. 5.2.4 Care recipient involved in exercise as per the physiotherapist instruction. 5.2.5 Care recipient encouraged, motivated and monitored carefully during exercise. 5.2.6 Care recipient placed in comfortable position.		
5.3 Involve Care recipient in recreational activities	5.3.1 Care recipient interests and preference assessed. 5.3.2 Recreational activities planned and designed as per Care recipient needs and physical ability.		



	<p>5.3.3 Materials prepared as per recreational activities.</p> <p>5.3.4 Care recipient oriented on recreation activities and</p> <p>5.3.5 Care recipient encouraged to participate in recreational activities.</p> <p>5.3.6 Care recipient involved in recreation activities.</p> <p>5.3.7 Materials stored in designated area.</p>
6	<p>Task Performance Requirements (Tools, equipment, and materials):</p> <ul style="list-style-type: none"> • Sponge ball, yoga ball, yoga mat, hot water bag, ice pack, TheraBand, color pencil, color paper, scissor, ruler, eraser, sharpener, adhesive, audio and visual system, communication device, puzzle, indoor games, pen, paper, register, first aid kit and personal protective equipment (PPE).
7	<p>Safety and Hygiene (Occupational Health and Safety):</p> <ul style="list-style-type: none"> • Use personal protective equipment. • Safe handling of materials, tools and equipment. • Hazards involved in lifting. • Prevent from exposure to chemicals. • Prevent from risk of exposure to infectious diseases.



8	Required Knowledge		
	Technical Knowledge	Applied Calculation	Graphical Information
	<ul style="list-style-type: none"> • Tools, equipment, and materials: <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Preparation ○ Safe handling • Importance of physical exercise • Types of physical exercise • Active and passive exercise • Physiotherapy exercise <ul style="list-style-type: none"> ○ Introduction ○ Importance ○ Assessing Care recipient condition ○ Providing support and encouragement ○ Challenges in implementing exercise • Recreational activities <ul style="list-style-type: none"> ○ Introduction ○ Importance ○ Types ○ Planning and implementing recreational activities 		<ul style="list-style-type: none"> • Read and interpret physiotherapist instruction



	<ul style="list-style-type: none">• Waste management• Recordkeeping and reporting• First aid and first aid kit• Occupational health and safety rules and regulations		
--	---	--	--



9	Assessment of Competency				
Unit: 5					
Unit Title: Perform physical exercise and entertainment activity					
Candidate Details			Assessors Detail		
Candidate's Name:			Assessors' Name		ID/License No:
Registration Number:			1.		
Symbol No:			2.		
Test Centre:			3.		
Test Date:					
Element of competency	Performance Standards	Standard Met	Standard Not Met	Evidence Type	Comments
5.1 Engage care recipient in active and passive exercise	5.1.1 Personal protective equipment (PPE) used in accordance with task requirement.				
	5.1.2 Care recipient current level of fitness and condition assessed before beginning any exercise.				
	5.1.3 Active/passive exercise selected appropriate for Care recipient's fitness and health condition.				
	5.1.4 Clear and simple instructions provided and exercise demonstrated.				
	5.1.5 Support provided to Care recipient depending on exercise and Care recipient condition.				
	5.1.6 Care recipient involved in exercise.				



	<p>5.1.7 Care recipient encouraged, motivated and monitored carefully during exercise.</p> <p>5.1.8 Care recipient placed in comfortable position.</p>				
<p>5.2 Assist care recipient in physiotherapy</p>	<p>5.2.1 Care recipient condition and physical limitation assessed before physiotherapy exercise.</p> <p>5.2.2 Care recipient oriented clearly on physiotherapy exercise.</p> <p>5.2.3 Support provided to Care recipient depending on exercise and Care recipient condition.</p> <p>5.2.4 Care recipient involved in exercise as per the physiotherapist instruction.</p> <p>5.2.5 Care recipient encouraged, motivated and monitored carefully during exercise.</p> <p>5.2.6 Care recipient placed in comfortable position.</p>				
<p>5.3 Involve care recipient in recreational activities</p>	<p>5.3.1 Care recipient interests and preference assessed.</p> <p>5.3.2 Recreational activities planned and designed as per Care recipient needs and physical ability.</p> <p>5.3.3 Materials prepared as per recreational activities.</p> <p>5.3.4 Care recipient oriented on recreation activities and</p> <p>5.3.5 Care recipient encouraged to participate in recreational activities.</p> <p>5.3.6 Care recipient involved in recreation activities.</p>				



	5.3.7 Materials stored in designated area.				
--	--	--	--	--	--

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor’s report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



Range Statement

Variable	Range
Personal protective equipment (PPE)	<p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Gloves • Safety shoes • Hair net/cap
Recreational activities	<p><i>May include but are not limited to:</i></p> <ul style="list-style-type: none"> • Arts and crafts • Music and dance • Games and puzzles • Gardening • Walking • Yoga • Meditation • Religious talk

