

## Qualification Pack



# Dresser (Medical)

QP Code: HSS/Q3004

Version: 2.0

NSQF Level: 3

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## Qualification Pack

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### HSS/Q3004: Dresser (Medical)

#### Brief Job Description

The individual performs dressing of patients and its related activities as instructed by healthcare professional. The person also maintains the set-up under supervision.

#### Personal Attributes

The person must be patient, empathetic and compassionate, physically fit and disciplined. The individual should be good at maintaining interpersonal relationship with others. They should be able to carry out their work with integrity and ethics.

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [HSS/N3013: Prepare and maintain the set-up and equipment required for wound dressing](#)
2. [HSS/N3014: Perform pre-procedural activities for dressing of wounds and injuries](#)
3. [HSS/N3015: Assist the healthcare professionals in management of wound and tissue viability.](#)
4. [HSS/N3016: Provide first aid as per the emergency](#)
5. [HSS/N9617: Maintain a safe, healthy and secure working environment](#)
6. [HSS/N9620: Comply with infection control and biomedical waste disposal policies](#)
7. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Curative Services
<b>Country</b>	India
<b>NSQF Level</b>	3
<b>Credits</b>	30

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<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/2240.0400
<b>Minimum Educational Qualification &amp; Experience</b>	10th grade pass with NA of experience OR 8th grade pass with 2 Years of experience relevant experience OR Previous relevant Qualification of NSQF Level (2.5) with 1-2 Years of experience 1.5 years of relevant experience
<b>Minimum Level of Education for Training in School</b>	Not Applicable
<b>Pre-Requisite License or Training</b>	Not Applicable
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	31/08/2026
<b>NSQC Approval Date</b>	31/08/2021
<b>Version</b>	2.0
<b>Reference code on NQR</b>	QG-03-HE-00662-2023-V1.1-HSSC
<b>NQR Version</b>	1.1

## Qualification Pack

# HSS/N3013: Prepare and maintain the set-up and equipment required for wound dressing

## Description

This unit is about assisting healthcare professionals in preparing set-up, equipment and materials required for dressing procedure. It further details about sterilizing, disinfecting and autoclaving all the dressing materials and instruments.

## Scope

The scope covers the following :

- Manage inventory of the dressing room
- Sterilize and disinfect all dressing materials and instruments
- Prepare splints and plasters
- Undertake cutting and rolling of bandages

## Elements and Performance Criteria

### *Manage inventory of the dressing room*

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

- PC1.** store all dressing materials and instruments in proper order and check expiry date before issuing the material for the dressing procedure
- PC2.** maintain inventory of dressing materials as per organizational guidelines
- PC3.** check availability of patient examination couch along with clean linen or disposable sheets over it
- PC4.** make necessary space for opening a dressing pack
- PC5.** check availability and accessibility of hand-washing sink or alcohol based hand-wash or hand rub
- PC6.** check availability of required Personal Protective Equipment (PPE) including non-sterile gloves to remove old dressing
- PC7.** check availability of solutions for cleaning the wound and medication for dressing
- PC8.** check if the colour-coded bio medical waste bins are available within reach

### *Sterilize and disinfect all dressing materials and instruments*

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

- PC9.** sort dressing materials and instruments into critical, semi-critical and non-critical items
- PC10.** categorize the dressing materials and instruments for sterilization and disinfection
- PC11.** select the disinfectant based on their properties such as consistency, spectrum of activity and mechanism of action
- PC12.** select the appropriate method of sterilization based on type of dressing material and instrument
- PC13.** sterilize materials and instruments as per organizational guidelines
- PC14.** disinfect surfaces, materials and instruments as per organizational guidelines

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**PC15.** check for spills/leakages during sterilization and disinfection and plug the same

### *Prepare splints and plasters*

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

**PC16.** identify different types of splints or casts

**PC17.** collect different materials used for making splints and cast

**PC18.** prepare a splint or cast as per guidance of healthcare professional

**PC19.** identify ways to optimize usage of material including water during cast preparation

### *Undertake cutting and rolling of bandages*

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

**PC20.** identify different sizes of bandages and gauze required for dressing

**PC21.** cut large piece of linen into 2,4, 6 and 12 inch wide gauze and then roll them into bandages

**PC22.** segregate bandages and gauze pieces into packs of different sizes

**PC23.** bundle the packs for sterilization as per organizational SOP

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** basic structure and function of healthcare facilities available at various levels, hospice care, set-ups in the country and the roles and responsibilities of various members of the healthcare team

**KU2.** relevant legislation, standards, policies, and procedures followed in the healthcare organization

**KU3.** classification of material to be sterilized and disinfected: critical, non-critical and semi-critical

**KU4.** different methods of sterilization: physical and chemical methods

**KU5.** classification of disinfectants based on consistency, spectrum of activity and mechanism of action

**KU6.** types of dressing agents: cleaning materials and topical medications

**KU7.** types of dressing materials

**KU8.** different types of bandages such as roller, tubular, etc.

**KU9.** different types of splints: posterior long arm, volar, radial gutter, thumb spica, etc.

**KU10.** indications, position, construction and application of different types of splints as well precautions to be observed on case to case basis

**KU11.** how to check and plug spills/leakages during sterilization and disinfection

**KU12.** ways of efficiently managing material and water in the process

## Generic Skills (GS)

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

**GS1.** prepare checklist, document findings and observations

**GS2.** read instructions given by the healthcare professional

**GS3.** explain instructions to the patient/attendant as per need

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- GS4.** set goals and timelines with clearly defined key performance indicators
- GS5.** keep abreast with the latest knowledge by reading relevant materials
- GS6.** communicate in polite, calm, empathetic and congenial manner
- GS7.** manage relationships with relevant stakeholders and use patient and safety centric approach
- GS8.** identify immediate or temporary issues and report for early resolution
- GS9.** prioritize the task as per allocation of work

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Manage inventory of the dressing room</i>	<b>12</b>	<b>15</b>	<b>5</b>	<b>5</b>
<b>PC1.</b> store all dressing materials and instruments in proper order and check expiry date before issuing the material for the dressing procedure	-	-	-	-
<b>PC2.</b> maintain inventory of dressing materials as per organizational guidelines	-	-	-	-
<b>PC3.</b> check availability of patient examination couch along with clean linen or disposable sheets over it	-	-	-	-
<b>PC4.</b> make necessary space for opening a dressing pack	-	-	-	-
<b>PC5.</b> check availability and accessibility of hand-washing sink or alcohol based hand-wash or hand rub	-	-	-	-
<b>PC6.</b> check availability of required Personal Protective Equipment (PPE) including non-sterile gloves to remove old dressing	-	-	-	-
<b>PC7.</b> check availability of solutions for cleaning the wound and medication for dressing	-	-	-	-
<b>PC8.</b> check if the colour-coded bio medical waste bins are available within reach	-	-	-	-
<i>Sterilize and disinfect all dressing materials and instruments</i>	<b>15</b>	<b>15</b>	<b>10</b>	<b>12</b>
<b>PC9.</b> sort dressing materials and instruments into critical, semi-critical and non-critical items	-	-	-	-
<b>PC10.</b> categorize the dressing materials and instruments for sterilization and disinfection	-	-	-	-
<b>PC11.</b> select the disinfectant based on their properties such as consistency, spectrum of activity and mechanism of action	-	-	-	-
<b>PC12.</b> select the appropriate method of sterilization based on type of dressing material and instrument	-	-	-	-



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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> sterilize materials and instruments as per organizational guidelines	-	-	-	-
<b>PC14.</b> disinfect surfaces, materials and instruments as per organizational guidelines	-	-	-	-
<b>PC15.</b> check for spills/leakages during sterilization and disinfection and plug the same	-	-	-	-
<i>Prepare splints and plasters</i>	<b>15</b>	<b>15</b>	<b>10</b>	<b>12</b>
<b>PC16.</b> identify different types of splints or casts	-	-	-	-
<b>PC17.</b> collect different materials used for making splints and cast	-	-	-	-
<b>PC18.</b> prepare a splint or cast as per guidance of healthcare professional	-	-	-	-
<b>PC19.</b> identify ways to optimize usage of material including water during cast preparation	-	-	-	-
<i>Undertake cutting and rolling of bandages</i>	<b>17</b>	<b>15</b>	<b>10</b>	<b>10</b>
<b>PC20.</b> identify different sizes of bandages and gauze required for dressing	-	-	-	-
<b>PC21.</b> cut large piece of linen into 2,4, 6 and 12 inch wide gauze and then roll them into bandages	-	-	-	-
<b>PC22.</b> segregate bandages and gauze pieces into packs of different sizes	-	-	-	-
<b>PC23.</b> bundle the packs for sterilization as per organizational SOP	-	-	-	-
<b>NOS Total</b>	<b>59</b>	<b>60</b>	<b>35</b>	<b>39</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3013
<b>NOS Name</b>	Prepare and maintain the set-up and equipment required for wound dressing
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Curative Services
<b>NSQF Level</b>	3
<b>Credits</b>	8
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/08/2021
<b>Next Review Date</b>	31/08/2026
<b>NSQC Clearance Date</b>	31/08/2021

## Qualification Pack

# HSS/N3014: Perform pre-procedural activities for dressing of wounds and injuries

## Description

This unit is about performing pre-procedural activities for dressing of all types of wounds and injuries

## Scope

The scope covers the following :

- Assemble the equipment and material required during the procedure
- Prepare the procedure area
- Prepare oneself for dressing procedure
- Prepare the patient for required dressing

## Elements and Performance Criteria

### *Assemble the equipment and material required during the procedure*

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

- PC1.** identify aseptic or sterile field for dressing such as dressing trolley, appropriate surface
- PC2.** clean the surface or trolley as per organizational policy and guidelines
- PC3.** assemble all personal protective equipment (PPE)
- PC4.** select the clean and sterile equipment or items as per affected body part and type of wound such as dressing material, cleaning solutions, etc.
- PC5.** select the bandage size as per affected region of body to be bandaged
- PC6.** check expiry dates of all consumables and report or discard expired consumables as per organizational SOP
- PC7.** check if the packaging of dressing material is intact and sterile
- PC8.** place all selected equipment and material on clean area or bottom of dressing trolley close to the procedure area
- PC9.** remove excess equipment and dressing material to reduce risk of cross-contamination in case of colonized patients
- PC10.** check if the equipment/machine is functioning normally before commencing work and rectify wherever required
- PC11.** report malfunctioning (fumes/sparks/emission/vibration/noise) and lapse in maintenance of equipment

### *Prepare the procedure area*

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

- PC12.** switch off fans or coolers and close windows in the room before procedure
- PC13.** maintain adequate illumination and ventilation through alternate means in the procedure area
- PC14.** pre-warm the dressing room if required
- PC15.** check if disinfection or fogging or fumigation is appropriately done especially in burn cases

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- PC16.** check if the area is ready for the procedure (free from clutter and visibly clean)
- PC17.** check if the bed-making and domestic cleaning has been done before performing the aseptic procedure as per guidelines
- PC18.** make requisite material supplies, linens, patient's samples available in the dressing room
- PC19.** maintain sterility of the dressing room

### *Prepare oneself for dressing procedure*

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

- PC20.** ensure no item of clothing and accessories are worn below the elbow
- PC21.** maintain hand hygiene as per standard guidelines
- PC22.** wear all PPE as per universal precautions and organizational policies

### *Prepare the patient for required dressing*

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

- PC23.** remove all external accessories and clothing from wound site
- PC24.** assist the healthcare professional in taking measurements of vital parameters and anthropometric measurements of patient
- PC25.** check if pre-medication or pain medication as prescribed by healthcare professional has been taken by the patient
- PC26.** adopt a gender neutral behaviour while obtaining consent from the patient as per organizational policy
- PC27.** adjust the communication style as per the disability while briefing the patient about the procedure to make them comfortable
- PC28.** move the patient to the dressing area
- PC29.** ensure the patient's comfort while positioning the patient for dressing
- PC30.** perform gender specific part preparation, if required

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** basic structure and function of healthcare facilities available at various levels, hospice care, set-ups in the country and the roles and responsibilities of various members of the healthcare team
- KU2.** relevant legislation, standards, policies, and procedures followed in the healthcare organization
- KU3.** documentation methods for interdisciplinary communication (wherever applicable) for the specific organization
- KU4.** protocols of organization for optimizing health, well-being and illness prevention
- KU5.** all types of PPE
- KU6.** procedure of wearing and removing PPE
- KU7.** pre-heating treatment room devices like over-head heating panel, light, warmers, etc. with proper precautions
- KU8.** different types of wound infections

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- KU9.** precautions while dressing patients with infection of multi-resistant organisms like Multi-resistant staphylococcus aureus (MRSA)
- KU10.** essential items for wound dressing
- KU11.** types of dressing trolley
- KU12.** handling of vaccines and immunoglobulins and maintaining cold chain
- KU13.** differentiation between selection of dressing materials as per the wound exudation
- KU14.** prewarmed solutions for irrigation and intravenous administration
- KU15.** details of post exposure prophylaxis
- KU16.** importance of gender sensitization
- KU17.** the communication style to be adopted to reflect gender and PwD sensitivity
- KU18.** basic PwD laws/schemes/Acts/Provisions related to Persons with disability
- KU19.** common types of malfunctioning (fumes/sparks/emission/vibration/noise) encountered during maintenance of equipment

## Generic Skills (GS)

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

- GS1.** prepare checklist, document findings and observations
- GS2.** read instructions given by the healthcare professional
- GS3.** explain instructions to the patient/attendant as per need
- GS4.** set goals and timelines with clearly defined key performance indicators
- GS5.** keep abreast with the latest knowledge by reading relevant materials
- GS6.** communicate in polite, calm, empathetic and congenial manner
- GS7.** manage relationships with relevant stakeholders and use patient and safety centric approach
- GS8.** identify immediate or temporary issues and report for early resolution
- GS9.** prioritize the task as per allocation of work

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Assemble the equipment and material required during the procedure</i>	<b>13</b>	<b>15</b>	<b>5</b>	<b>10</b>
<b>PC1.</b> identify aseptic or sterile field for dressing such as dressing trolley, appropriate surface	-	-	-	-
<b>PC2.</b> clean the surface or trolley as per organizational policy and guidelines	-	-	-	-
<b>PC3.</b> assemble all personal protective equipment (PPE)	-	-	-	-
<b>PC4.</b> select the clean and sterile equipment or items as per affected body part and type of wound such as dressing material, cleaning solutions, etc.	-	-	-	-
<b>PC5.</b> select the bandage size as per affected region of body to be bandaged	-	-	-	-
<b>PC6.</b> check expiry dates of all consumables and report or discard expired consumables as per organizational SOP	-	-	-	-
<b>PC7.</b> check if the packaging of dressing material is intact and sterile	-	-	-	-
<b>PC8.</b> place all selected equipment and material on clean area or bottom of dressing trolley close to the procedure area	-	-	-	-
<b>PC9.</b> remove excess equipment and dressing material to reduce risk of cross-contamination in case of colonized patients	-	-	-	-
<b>PC10.</b> check if the equipment/machine is functioning normally before commencing work and rectify wherever required	-	-	-	-
<b>PC11.</b> report malfunctioning (fumes/sparks/emission/vibration/noise) and lapse in maintenance of equipment	-	-	-	-
<i>Prepare the procedure area</i>	<b>17</b>	<b>15</b>	<b>5</b>	<b>5</b>
<b>PC12.</b> switch off fans or coolers and close windows in the room before procedure	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> maintain adequate illumination and ventilation through alternate means in the procedure area	-	-	-	-
<b>PC14.</b> pre-warm the dressing room if required	-	-	-	-
<b>PC15.</b> check if disinfection or fogging or fumigation is appropriately done especially in burn cases	-	-	-	-
<b>PC16.</b> check if the area is ready for the procedure (free from clutter and visibly clean)	-	-	-	-
<b>PC17.</b> check if the bed-making and domestic cleaning has been done before performing the aseptic procedure as per guidelines	-	-	-	-
<b>PC18.</b> make requisite material supplies, linens, patient's samples available in the dressing room	-	-	-	-
<b>PC19.</b> maintain sterility of the dressing room	-	-	-	-
<i>Prepare oneself for dressing procedure</i>	<b>17</b>	<b>15</b>	<b>5</b>	<b>10</b>
<b>PC20.</b> ensure no item of clothing and accessories are worn below the elbow	-	-	-	-
<b>PC21.</b> maintain hand hygiene as per standard guidelines	-	-	-	-
<b>PC22.</b> wear all PPE as per universal precautions and organizational policies	-	-	-	-
<i>Prepare the patient for required dressing</i>	<b>18</b>	<b>15</b>	<b>5</b>	<b>10</b>
<b>PC23.</b> remove all external accessories and clothing from wound site	-	-	-	-
<b>PC24.</b> assist the healthcare professional in taking measurements of vital parameters and anthropometric measurements of patient	-	-	-	-
<b>PC25.</b> check if pre-medication or pain medication as prescribed by healthcare professional has been taken by the patient	-	-	-	-
<b>PC26.</b> adopt a gender neutral behaviour while obtaining consent from the patient as per organizational policy	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC27.</b> adjust the communication style as per the disability while briefing the patient about the procedure to make them comfortable	-	-	-	-
<b>PC28.</b> move the patient to the dressing area	-	-	-	-
<b>PC29.</b> ensure the patient's comfort while positioning the patient for dressing	-	-	-	-
<b>PC30.</b> perform gender specific part preparation,if required	-	-	-	-
<b>NOS Total</b>	<b>65</b>	<b>60</b>	<b>20</b>	<b>35</b>



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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3014
<b>NOS Name</b>	Perform pre-procedural activities for dressing of wounds and injuries
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Curative Services
<b>NSQF Level</b>	3
<b>Credits</b>	5
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/08/2021
<b>Next Review Date</b>	31/08/2026
<b>NSQC Clearance Date</b>	31/08/2021

## Qualification Pack

# HSS/N3015: Assist the healthcare professionals in management of wound and tissue viability.

## Description

This unit is about assisting healthcare professional in management of acute and chronic wounds in all healthcare settings. It also entails about checking the tissue viability.

## Scope

The scope covers the following :

- Check viability of tissues
- Assist healthcare professional during wound dressing
- Assist healthcare professional during splint or cast application

## Elements and Performance Criteria

### *Check the viability of tissues*

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

- PC1.** identify if the wound is a moisture lesion or a pressure ulcer
- PC2.** check the grade of pressure ulcer using the classification tool
- PC3.** apprise the patient about prevention and management of pressure ulcers
- PC4.** identify signs of wound contamination, infection and colonization
- PC5.** report urgent or warning signs of alarm to healthcare professional appropriately

### *Assist healthcare professional during wound dressing*

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

- PC6.** maintain the patient's privacy using various means such as screens, curtains, locking the door, etc.
- PC7.** triage patients for dressing based on risk of cross contamination, in case of colonized patients
- PC8.** check the availability of patient's attendant and hospital staff during the procedure as per organizational policies
- PC9.** provide assistance to social worker, physiotherapist etc. if required
- PC10.** arrange required material for controlling anticipated bleeding, in cases of wounds with bleeding tendency
- PC11.** open the wound site ensuring safety of underlying skin for dressing and minimal exposure of wounds with minimal pain to patient
- PC12.** ensure the wound site is exposed carefully and covered adequately to minimize heat loss and hypothermia
- PC13.** clean the dead tissue from the wound to decrease the bacterial burden
- PC14.** carry out dressing procedure as per affected body part and type of wound under supervision of healthcare professional
- PC15.** ensure frequency of the dressing is maintained as per affected body part and type of wound

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- PC16.** utilize various technological devices available in practice for dressing such as Negative Pressure Wound Therapy (NPWT)
- PC17.** bandage the wound using correct techniques as per affected body part and type of wound
- PC18.** assist the healthcare professional during suturing and suture removal
- PC19.** support healthcare professional in handling of amputated part, stoma and drain care
- PC20.** identify common emergencies during dressing and escalate to healthcare professional appropriately
- PC21.** document procedure in the patient notes and advise post dressing and follow up advice as per scope of work
- PC22.** ensure that the clinical photography and videography of wound/procedure is being done with due consent of patient as per organizational policies
- PC23.** ensure electrical equipment and appliances are properly connected and turned off when not in use
- PC24.** dispose waste generated during dressing procedure as per organizational policies

### *Assist healthcare professional during splint or cast application*

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

- PC25.** select the appropriate splint or cast as per affected site and type of wound
- PC26.** assist in patient positioning when splint or cast application is needed
- PC27.** provide support to patient for elevation to apply extremity splints
- PC28.** apply splint or cast as advised for a particular condition by the healthcare professional
- PC29.** replace splint and cast at the appropriate intervals as advised by the healthcare professional
- PC30.** clean or sterilize splints properly before next use
- PC31.** document the post-splintage instructions

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** basic structure and function of healthcare facilities available at various levels, hospice care, set-ups in the country and the roles and responsibilities of various members of the healthcare team
- KU2.** relevant legislation, standards, policies, and procedures followed in the healthcare organization
- KU3.** documentation methods for interdisciplinary communication (wherever applicable) for the specific organization
- KU4.** protocols of organization for optimizing health, well-being and illness prevention
- KU5.** skin components, underlying structure, its assessment and care
- KU6.** wound classification as per bacteriological load: contaminated, dirty, infected, etc.
- KU7.** wound classification based on appearance and duration
- KU8.** basic principles and phases of wound healing
- KU9.** basic principles and benefits of aseptic wound dressing
- KU10.** skin response to damage
- KU11.** basic management of problem wounds and wound discharge

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- KU12.** different types of debridement such as enzymatic, surgical, high pressure, water irrigation, etc.
- KU13.** basic importance of identification of early signs of infection
- KU14.** the suitable dressing material depending on the tissue types: viable and non-viable and other physical attributes
- KU15.** basic steps of wound assessment and wound bed preparation
- KU16.** special requirements of pediatric patients for wound dressing such as specific dressing material for children to secure dressing
- KU17.** critical issues in the assessment and management of patients with special conditions like leg ulcers and lymphoedema
- KU18.** different medications, procedures and suitable burn dressing to be used in case of burn patients
- KU19.** difference in selection of dressing material and technique for wounds of different parts of the body
- KU20.** different bandaging techniques (such as sling, circular, spiral, figure of 8, etc.) and uses of bandaging a wound (such as covering the wound site, applying pressure, controlling bleeding, etc.)
- KU21.** techniques of Negative Pressure Wound Therapy (NPWT), its application on compression bandage and its contraindications
- KU22.** different forms of wound closure and their indications
- KU23.** different types of ulcers and their assessment
- KU24.** basic management of wounds in diabetic patients
- KU25.** basic principles of wound debridement including larval and leech therapy
- KU26.** scoring systems, bed and position requirements and wound cleansing systems for pressure injury wounds
- KU27.** difference between dry and wet gangrene
- KU28.** best practices of collection and transportation of tissue or pus culture samples
- KU29.** different types of drain sites, drains and their maintenance
- KU30.** common emergencies in dressing room
- KU31.** documentation and record keeping before, during and after dressing procedure
- KU32.** common practices of conserving electricity

## Generic Skills (GS)

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

- GS1.** prepare checklist, document findings and observations
- GS2.** read instructions given by the healthcare professional
- GS3.** explain instructions to the patient/attendant as per need
- GS4.** set goals and timelines with clearly defined key performance indicators
- GS5.** keep abreast with the latest knowledge by reading relevant materials
- GS6.** communicate in polite, calm, empathetic and congenial manner
- GS7.** manage relationships with relevant stakeholders and use patient and safety centric approach

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- GS8.** identify immediate or temporary issues and report for early resolution
- GS9.** prioritize the task as per allocation of work

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Check the viability of tissues</i>	<b>17</b>	<b>15</b>	<b>10</b>	<b>10</b>
<b>PC1.</b> identify if the wound is a moisture lesion or a pressure ulcer	-	-	-	-
<b>PC2.</b> check the grade of pressure ulcer using the classification tool	-	-	-	-
<b>PC3.</b> apprise the patient about prevention and management of pressure ulcers	-	-	-	-
<b>PC4.</b> identify signs of wound contamination, infection and colonization	-	-	-	-
<b>PC5.</b> report urgent or warning signs of alarm to healthcare professional appropriately	-	-	-	-
<i>Assist healthcare professional during wound dressing</i>	<b>28</b>	<b>15</b>	<b>15</b>	<b>10</b>
<b>PC6.</b> maintain the patient's privacy using various means such as screens, curtains, locking the door, etc.	-	-	-	-
<b>PC7.</b> triage patients for dressing based on risk of cross contamination, in case of colonized patients	-	-	-	-
<b>PC8.</b> check the availability of patient's attendant and hospital staff during the procedure as per organizational policies	-	-	-	-
<b>PC9.</b> provide assistance to social worker, physiotherapist etc. if required	-	-	-	-
<b>PC10.</b> arrange required material for controlling anticipated bleeding, in cases of wounds with bleeding tendency	-	-	-	-
<b>PC11.</b> open the wound site ensuring safety of underlying skin for dressing and minimal exposure of wounds with minimal pain to patient	-	-	-	-
<b>PC12.</b> ensure the wound site is exposed carefully and covered adequately to minimize heat loss and hypothermia	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> clean the dead tissue from the wound to decrease the bacterial burden	-	-	-	-
<b>PC14.</b> carry out dressing procedure as per affected body part and type of wound under supervision of healthcare professional	-	-	-	-
<b>PC15.</b> ensure frequency of the dressing is maintained as per affected body part and type of wound	-	-	-	-
<b>PC16.</b> utilize various technological devices available in practice for dressing such as Negative Pressure Wound Therapy (NPWT)	-	-	-	-
<b>PC17.</b> bandage the wound using correct techniques as per affected body part and type of wound	-	-	-	-
<b>PC18.</b> assist the healthcare professional during suturing and suture removal	-	-	-	-
<b>PC19.</b> support healthcare professional in handling of amputated part, stoma and drain care	-	-	-	-
<b>PC20.</b> identify common emergencies during dressing and escalate to healthcare professional appropriately	-	-	-	-
<b>PC21.</b> document procedure in the patient notes and advise post dressing and follow up advice as per scope of work	-	-	-	-
<b>PC22.</b> ensure that the clinical photography and videography of wound/procedure is being done with due consent of patient as per organizational policies	-	-	-	-
<b>PC23.</b> ensure electrical equipment and appliances are properly connected and turned off when not in use	-	-	-	-
<b>PC24.</b> dispose waste generated during dressing procedure as per organizational policies	-	-	-	-
<i>Assist healthcare professional during splint or cast application</i>	<b>23</b>	<b>15</b>	<b>15</b>	<b>10</b>

## Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC25.</b> select the appropriate splint or cast as per affected site and type of wound	-	-	-	-
<b>PC26.</b> assist in patient positioning when splint or cast application is needed	-	-	-	-
<b>PC27.</b> provide support to patient for elevation to apply extremity splints	-	-	-	-
<b>PC28.</b> apply splint or cast as advised for a particular condition by the healthcare professional	-	-	-	-
<b>PC29.</b> replace splint and cast at the appropriate intervals as advised by the healthcare professional	-	-	-	-
<b>PC30.</b> clean or sterilize splints properly before next use	-	-	-	-
<b>PC31.</b> document the post-splintage instructions	-	-	-	-
<b>NOS Total</b>	<b>68</b>	<b>45</b>	<b>40</b>	<b>30</b>



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3015
<b>NOS Name</b>	Assist the healthcare professionals in management of wound and tissue viability.
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Curative Services
<b>NSQF Level</b>	3
<b>Credits</b>	9
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/08/2021
<b>Next Review Date</b>	31/08/2026
<b>NSQC Clearance Date</b>	31/08/2021

## Qualification Pack

### HSS/N3016: Provide first aid as per the emergency

#### Description

This unit is about handling the casualty appropriately and calling Emergency Medical Service (EMS) or Response team or ambulance at the place of incident promptly. It also entails providing first aid care to the victim in an emergency condition while awaiting EMS response.

#### Scope

The scope covers the following :

- Ensure scene safety while responding to an emergency
- Call for Help
- Evaluate the victim
- Ensure self-safety before providing first aid care
- Provide Cardio Pulmonary Resuscitation (CPR)
- Provide first aid care to the victim complaining of medical emergencies
- Provide first aid care to the victim of trauma emergencies

#### Elements and Performance Criteria

##### *Ensure scene safety while responding to an emergency*

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

- PC1.** check if the scene is safe for oneself, victim and bystanders by identifying potentially hazardous items, individuals or environments at the scene
- PC2.** move the victim away from source of injury to safe area to prevent further danger such as during road traffics, snake/dog bites, fire, eye splash and drowning
- PC3.** position the victim in comfortable posture keeping the injured body part immobilized
- PC4.** ensure all tight clothing is loosened and environment is conducive, illuminated & ventilated
- PC5.** seek assistance of trained lifeguard or trained swimmer to extricate the drowning person
- PC6.** keep oneself calm while responding to the emergency
- PC7.** reassure the victim
- PC8.** triage the victim(s) in case of mass disasters as per standard protocol and arrange their transport to nearest healthcare facility accordingly

##### *Call for Help*

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

- PC9.** inform the local emergency service provider as per type of emergency situations such as Emergency Medical Service (EMS) team, ambulance, police, fire brigade, etc.
- PC10.** identify if assistance from bystanders needs to be taken
- PC11.** arrange alternate transport of the victim to nearby healthcare facility timely and carefully, in case EMS team is unreachable
- PC12.** convey incident details to emergency response services accurately

##### *Evaluate the victim*

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

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- PC13.** assess the victim for any limb deformity, swelling, coughing, bleeding, or breathing difficulties
- PC14.** check if the victim is awake and conscious by asking the victim to identify point where it exactly hurts after incident
- PC15.** check for the victim's response to sound and touch (Tap and Talk) and signs of life, if victim is apparently unconscious
- PC16.** reassess the responsiveness every 1 to 2 minutes until help arrives

### *Ensure self-safety before providing first aid care*

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

- PC17.** wear personal protective equipment for self-safety as per availability
- PC18.** maintain hand hygiene by washing with soap/alcohol based sanitizers
- PC19.** introduce oneself to victim for obtaining permission (if responding) before providing first aid

### *Provide Cardio Pulmonary Resuscitation (CPR)*

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

- PC20.** position the individual and oneself appropriately for applying external chest compression and/or ventilation safely and effectively
- PC21.** perform Cardio Pulmonary Resuscitation (CPR) as per standard procedure
- PC22.** evaluate the individual's respiratory function and the effectiveness of chest compressions and ventilation
- PC23.** carry out the procedure until the help arrives or individual regains airway and circulation

### *Provide first aid care to the victim complaining of medical emergencies*

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

- PC24.** assess and record breathing difficulty/patterns, abnormal facial expressions, deficit in speech, any weakness, warning signs of convulsions, cyanosis, the pattern and duration of fits
- PC25.** obtain information from the victim if on any medication or treatment in case of chest pain/discomfort
- PC26.** perform CPR only if victim loses consciousness, stops breathing and complains of chest pain
- PC27.** provide Heimlich maneuver or abdominal thrust for dislodging an obstruction from a person's windpipe in case of choking in adult victim
- PC28.** provide back slaps in between the shoulders of infant by placing the infant in one hand in case of choking
- PC29.** ensure nothing is given orally to the semi-conscious victim
- PC30.** support the victim to protect from falling down and rest his head and shoulders with a makeshift pillow in case of paralytic attack/stroke
- PC31.** position the victim in lie down posture with foot end elevated or sit with his/her head between their knees in case of giddiness/fainting
- PC32.** clear all nearby objects that may cause injury while victim is shaking in case of fits or convulsions
- PC33.** check if jerky movements of victim could be avoided to prevent fractures
- PC34.** ensure that swallowing, speaking, sniffing, spitting, coughing and blowing nose is avoided in case of nose bleed

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- PC35.** pinch the soft part of nose and clean dribbling from nose with a clean cloth in case of nose bleed/epistaxis

### *Provide first aid care to the victim of trauma emergencies*

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

- PC36.** ensure that the movement of victim is restricted in case of penetrating injury by objects like knife, metal or glass pieces as well as immobilization of bitten limb
- PC37.** ensure that no penetrating object is removed from the wound
- PC38.** apply direct pressure on bleeding site with a clean cloth and tie it directly over it, if bleeding profusely
- PC39.** apply splints or any other available substitute to stabilize the broken segments, in case of fractures
- PC40.** cut off loose burnt clothes
- PC41.** soothe the burnt area by either immersing it in cool water/under running water or covering it with a clean cloth
- PC42.** remove encircling tight clothing and jewellery from the bitten limb to prevent constriction
- PC43.** clean the snake/dog bite site with soap and running water after wearing plastic cover or gloves to decrease infection
- PC44.** ensure that tying any tourniquet, giving herbal medicine, sucking venom out of limb, elevating the area to heart level and unnecessary limb movement or physical activity of victim is avoided in case of bites
- PC45.** obtain information about the snake, if possible without comprising on self and others safety
- PC46.** follow standard protocol while providing first aid care in case of eye injury such as looking for any foreign object in the eye, rinsing the eyes immediately using normal water and covering the eye with a loose cloth
- PC47.** ensure that putting any ointment in the eye, pressure on the eye dressing and rubbing of the eyes are avoided in case of eye injury
- PC48.** follow standard protocol while providing first aid care in case of drowning such as covering the victim with a blanket, assessing them for breathing and consciousness
- PC49.** ensure that water is not taken out from stomach or lungs actively in case of drowning

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the importance of dealing with accidents and casualties promptly, calmly and correctly
- KU2.** signs and symptoms of common emergencies which require first aid response
- KU3.** local emergency numbers as prevalent in region
- KU4.** good Samaritan Law and general principles
- KU5.** about local help agencies and their contact details
- KU6.** importance of switching off the ignition of the motor vehicle in case of a motor vehicle accident
- KU7.** about other emergency response agencies such as bomb disposal squads, fire departments, etc

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- KU8.** importance of cutting off main electrical switch before approaching a victim of suspected electrocution
- KU9.** hand washing techniques
- KU10.** triage and its modalities
- KU11.** breathing assessment protocol by going close to the person to see the chest movements (In and Out)
- KU12.** importance of providing clear and accurate information regarding location, number of casualties or any other relevant information
- KU13.** how to take help from the bystanders to provide efficient first aid
- KU14.** the procedures to be followed to protect the casualty and others
- KU15.** importance of providing comfort and reassurance
- KU16.** body mechanics, lifting and carrying techniques, and principles of moving casualties
- KU17.** uses of personal protective equipment
- KU18.** how to prevent crowd from in-appropriate actions such as lifting victim / providing liquids etc.
- KU19.** how to compress in case of external bleeding for stopping it
- KU20.** how to use splint for suspected fractures
- KU21.** packing procedure of amputated part for keeping it viable for re-implantation, in case of amputation
- KU22.** the roles and responsibility of oneself
- KU23.** dos and donts for all kinds of common medical emergencies for providing first aid like avoiding giving anything orally to the victim and direct contact with blood, urine or vomitus etc.
- KU24.** how to identify and follow procedures for safe practice
- KU25.** how to monitor the necessary environmental conditions to maintain safety
- KU26.** local emergency numbers as prevalent in States
- KU27.** importance of avoiding re-alignment of the wound by moving it as it may cause further damage, bleeding or pain
- KU28.** importance of avoiding rubbing or massaging the area if there is any suspicion of broken bones underneath
- KU29.** how to maintain recovery position of patient
- KU30.** heimlich maneuver, its indications and contraindications
- KU31.** assessment procedure of an adult, child or infant presenting with any medical emergency
- KU32.** role and its scope, responsibilities and accountability in relation to the assessment of health status and needs
- KU33.** what information will be obtained and stored in records
- KU34.** with whom the information might be shared
- KU35.** the indicators of high risk or life-threatening conditions in relation to the above parameters
- KU36.** the basic features of anatomy and physiology as relevant to the provision of first aid
- KU37.** the priorities in life support
- KU38.** how to maneuver an individual safely, quickly and effectively into the appropriate position

## Qualification Pack

### Generic Skills (GS)

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

- GS1.** prepare checklist, document findings and observations
- GS2.** read instructions given by the healthcare professional
- GS3.** explain instructions to the patient/attendant as per need
- GS4.** set goals and timelines with clearly defined key performance indicators
- GS5.** keep abreast with the latest knowledge by reading relevant materials
- GS6.** communicate in polite, calm, empathetic and congenial manner
- GS7.** manage relationships with relevant stakeholders and use patient and safety centric approach
- GS8.** identify immediate or temporary issues and report for early resolution
- GS9.** prioritize the task as per allocation of work

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Ensure scene safety while responding to an emergency</i>	<b>10</b>	<b>10</b>	<b>8</b>	<b>5</b>
<b>PC1.</b> check if the scene is safe for oneself, victim and bystanders by identifying potentially hazardous items, individuals or environments at the scene	-	-	-	-
<b>PC2.</b> move the victim away from source of injury to safe area to prevent further danger such as during road traffics, snake/dog bites, fire, eye splash and drowning	-	-	-	-
<b>PC3.</b> position the victim in comfortable posture keeping the injured body part immobilized	-	-	-	-
<b>PC4.</b> ensure all tight clothing is loosened and environment is conducive, illuminated & ventilated	-	-	-	-
<b>PC5.</b> seek assistance of trained lifeguard or trained swimmer to extricate the drowning person	-	-	-	-
<b>PC6.</b> keep oneself calm while responding to the emergency	-	-	-	-
<b>PC7.</b> reassure the victim	-	-	-	-
<b>PC8.</b> triage the victim(s) in case of mass disasters as per standard protocol and arrange their transport to nearest healthcare facility accordingly	-	-	-	-
<i>Call for Help</i>	<b>10</b>	<b>10</b>	<b>8</b>	<b>5</b>
<b>PC9.</b> inform the local emergency service provider as per type of emergency situations such as Emergency Medical Service (EMS) team, ambulance, police, fire brigade, etc.	-	-	-	-
<b>PC10.</b> identify if assistance from bystanders needs to be taken	-	-	-	-
<b>PC11.</b> arrange alternate transport of the victim to nearby healthcare facility timely and carefully, in case EMS team is unreachable	-	-	-	-
<b>PC12.</b> convey incident details to emergency response services accurately	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Evaluate the victim</i>	<b>12</b>	<b>10</b>	<b>5</b>	<b>5</b>
<b>PC13.</b> assess the victim for any limb deformity, swelling, coughing, bleeding, or breathing difficulties	-	-	-	-
<b>PC14.</b> check if the victim is awake and conscious by asking the victim to identify point where it exactly hurts after incident	-	-	-	-
<b>PC15.</b> check for the victim's response to sound and touch (Tap and Talk) and signs of life, if victim is apparently unconscious	-	-	-	-
<b>PC16.</b> reassess the responsiveness every 1 to 2 minutes until help arrives	-	-	-	-
<i>Ensure self-safety before providing first aid care</i>	<b>12</b>	<b>10</b>	<b>5</b>	<b>5</b>
<b>PC17.</b> wear personal protective equipment for self-safety as per availability	-	-	-	-
<b>PC18.</b> maintain hand hygiene by washing with soap/alcohol based sanitizers	-	-	-	-
<b>PC19.</b> introduce oneself to victim for obtaining permission (if responding) before providing first aid	-	-	-	-
<i>Provide Cardio Pulmonary Resuscitation (CPR)</i>	<b>10</b>	<b>15</b>	<b>5</b>	<b>10</b>
<b>PC20.</b> position the individual and oneself appropriately for applying external chest compression and/or ventilation safely and effectively	-	-	-	-
<b>PC21.</b> perform Cardio Pulmonary Resuscitation (CPR) as per standard procedure	-	-	-	-
<b>PC22.</b> evaluate the individual's respiratory function and the effectiveness of chest compressions and ventilation	-	-	-	-
<b>PC23.</b> carry out the procedure until the help arrives or individual regains airway and circulation	-	-	-	-
<i>Provide first aid care to the victim complaining of medical emergencies</i>	<b>20</b>	<b>15</b>	<b>5</b>	<b>10</b>



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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC24.</b> assess and record breathing difficulty/patterns, abnormal facial expressions, deficit in speech, any weakness, warning signs of convulsions, cyanosis, the pattern and duration of fits	-	-	-	-
<b>PC25.</b> obtain information from the victim if on any medication or treatment in case of chest pain/discomfort	-	-	-	-
<b>PC26.</b> perform CPR only if victim loses consciousness, stops breathing and complains of chest pain	-	-	-	-
<b>PC27.</b> provide Heimlich maneuver or abdominal thrust for dislodging an obstruction from a person's windpipe in case of choking in adult victim	-	-	-	-
<b>PC28.</b> provide back slaps in between the shoulders of infant by placing the infant in one hand in case of choking	-	-	-	-
<b>PC29.</b> ensure nothing is given orally to the semi-conscious victim	-	-	-	-
<b>PC30.</b> support the victim to protect from falling down and rest his head and shoulders with a makeshift pillow in case of paralytic attack/stroke	-	-	-	-
<b>PC31.</b> position the victim in lie down posture with foot end elevated or sit with his/her head between their knees in case of giddiness/fainting	-	-	-	-
<b>PC32.</b> clear all nearby objects that may cause injury while victim is shaking in case of fits or convulsions	-	-	-	-
<b>PC33.</b> check if jerky movements of victim could be avoided to prevent fractures	-	-	-	-
<b>PC34.</b> ensure that swallowing, speaking, sniffing, spitting, coughing and blowing nose is avoided in case of nose bleed	-	-	-	-
<b>PC35.</b> pinch the soft part of nose and clean dribbling from nose with a clean cloth in case of nose bleed/epistaxis	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Provide first aid care to the victim of trauma emergencies</i>	23	21	5	10
<b>PC36.</b> ensure that the movement of victim is restricted in case of penetrating injury by objects like knife, metal or glass pieces as well as immobilization of bitten limb	-	-	-	-
<b>PC37.</b> ensure that no penetrating object is removed from the wound	-	-	-	-
<b>PC38.</b> apply direct pressure on bleeding site with a clean cloth and tie it directly over it, if bleeding profusely	-	-	-	-
<b>PC39.</b> apply splints or any other available substitute to stabilize the broken segments, in case of fractures	-	-	-	-
<b>PC40.</b> cut off loose burnt clothes	-	-	-	-
<b>PC41.</b> soothe the burnt area by either immersing it in cool water/under running water or covering it with a clean cloth	-	-	-	-
<b>PC42.</b> remove encircling tight clothing and jewellery from the bitten limb to prevent constriction	-	-	-	-
<b>PC43.</b> clean the snake/dog bite site with soap and running water after wearing plastic cover or gloves to decrease infection	-	-	-	-
<b>PC44.</b> ensure that tying any tourniquet, giving herbal medicine, sucking venom out of limb, elevating the area to heart level and unnecessary limb movement or physical activity of victim is avoided in case of bites	-	-	-	-
<b>PC45.</b> obtain information about the snake, if possible without comprising on self and others safety	-	-	-	-
<b>PC46.</b> follow standard protocol while providing first aid care in case of eye injury such as looking for any foreign object in the eye, rinsing the eyes immediately using normal water and covering the eye with a loose cloth	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC47.</b> ensure that putting any ointment in the eye, pressure on the eye dressing and rubbing of the eyes are avoided in case of eye injury	-	-	-	-
<b>PC48.</b> follow standard protocol while providing first aid care in case of drowning such as covering the victim with a blanket, assessing them for breathing and consciousness	-	-	-	-
<b>PC49.</b> ensure that water is not taken out from stomach or lungs actively in case of drowning	-	-	-	-
<b>NOS Total</b>	<b>97</b>	<b>91</b>	<b>41</b>	<b>50</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N3016
<b>NOS Name</b>	Provide first aid as per the emergency
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Curative Services, Emergency Services
<b>NSQF Level</b>	3
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/01/2024
<b>Next Review Date</b>	31/01/2029
<b>NSQF Clearance Date</b>	31/01/2024

## Qualification Pack

### HSS/N9617: Maintain a safe, healthy and secure working environment

#### Description

This OS unit is about monitoring the working environment and ensuring a safe, healthy, secure and effective working conditions

#### Scope

The scope covers the following :

- Complying the health, safety and security requirements and procedures for workplace
- Handling hazardous situation
- Reporting any hazardous situation

#### Elements and Performance Criteria

##### *Complying the health, safety and security requirements and procedures for work place*

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

- PC1.** identify individual responsibilities in relation to maintaining workplace health safety and security requirements
- PC2.** comply with health, safety and security procedures for the workplace
- PC3.** comply with health, safety and security procedures and protocols forenvironmental safety

##### *Handling hazardous situation*

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

- PC4.** identify potential hazards and breaches of safe work practices
- PC5.** identify and interpret various hospital codes for emergency situations
- PC6.** correct any hazards that individual can deal with safely, competently and within the limits of authority
- PC7.** provide basic life support (BLS) and first aid in hazardous situations, whenever applicable
- PC8.** follow the organizations emergency procedures promptly, calmly, and efficiently
- PC9.** identify and recommend opportunities for improving health, safety, and security to the designated person
- PC10.** complete any health and safety records legibly and accurately

##### *Reporting any hazardous situation*

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

- PC11.** report any identified breaches in health, safety, and security procedures to the designated person
- PC12.** promptly and accurately report the hazards that individual is not allowed to deal with to the relevant person and warn other people who may get affected

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

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- KU1.** the importance of health, safety, and security in the workplace
- KU2.** the basic requirements of the health and safety and other legislations and regulations that apply to the workplace
- KU3.** the person(s) responsible for maintaining healthy, safe, and secure workplace
- KU4.** the relevant up-to-date information on health, safety, and security that applies to the workplace
- KU5.** the responsibilities of individual to maintain safe, healthy and secure workplace
- KU6.** how to report the hazard
- KU7.** requirements of health, safety and security in workplace
- KU8.** how to create safety records and maintaining them
- KU9.** the importance of being alert to health, safety, and security hazards in the work environment
- KU10.** the common health, safety, and security hazards that affect people working in an administrative role
- KU11.** how to identify health, safety, and security hazards
- KU12.** the importance of warning others about hazards and how to do so until the hazard is dealt with

## Generic Skills (GS)

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

- GS1.** report and record incidents
- GS2.** read and understand company policies and procedures
- GS3.** clearly report hazards and incidents with the appropriate level of urgency
- GS4.** make decisions pertaining to the area of work
- GS5.** plan for safety of the work environment
- GS6.** communicate effectively with patients and their family, physicians, and other members of the health care team
- GS7.** be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern
- GS8.** identify hazards, evaluate possible solutions and suggest effective solutions
- GS9.** analyze the seriousness of hazards
- GS10.** analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Complying the health, safety and security requirements and procedures for work place</i>	<b>7</b>	-	<b>2</b>	<b>10</b>
<b>PC1.</b> identify individual responsibilities in relation to maintaining workplace health safety and security requirements	-	-	-	-
<b>PC2.</b> comply with health, safety and security procedures for the workplace	-	-	-	-
<b>PC3.</b> comply with health, safety and security procedures and protocols forenvironmental safety	-	-	-	-
<i>Handling hazardous situation</i>	<b>8</b>	-	<b>5</b>	<b>10</b>
<b>PC4.</b> identify potential hazards and breaches of safe work practices	-	-	-	-
<b>PC5.</b> identify and interpret various hospital codes for emergency situations	-	-	-	-
<b>PC6.</b> correct any hazards that individual can deal with safely, competently and within the limits of authority	-	-	-	-
<b>PC7.</b> provide basic life support (BLS) and first aid in hazardous situations, whenever applicable	-	-	-	-
<b>PC8.</b> follow the organizations emergency procedures promptly, calmly, and efficiently	-	-	-	-
<b>PC9.</b> identify and recommend opportunities for improving health, safety, and security to the designated person	-	-	-	-
<b>PC10.</b> complete any health and safety records legibly and accurately	-	-	-	-
<i>Reporting any hazardous situation</i>	<b>5</b>	-	<b>2</b>	<b>10</b>
<b>PC11.</b> report any identified breaches in health, safety, and security procedures to the designated person	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC12.</b> promptly and accurately report the hazards that individual is not allowed to deal with to the relevant person and warn other people who may get affected	-	-	-	-
<b>NOS Total</b>	<b>20</b>	-	<b>9</b>	<b>30</b>



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N9617
<b>NOS Name</b>	Maintain a safe, healthy and secure working environment
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Social Work & Community Health, Healthcare Management, Allied Health & Paramedics
<b>Occupation</b>	Generic
<b>NSQF Level</b>	4
<b>Credits</b>	0.5
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	28/07/2022
<b>Next Review Date</b>	28/07/2027
<b>NSQC Clearance Date</b>	28/07/2022

## Qualification Pack

# HSS/N9620: Comply with infection control and biomedical waste disposal policies

## Description

This OS unit is about the safe handling and management of health care waste and following infection control policies

## Scope

The scope covers the following :

- Management of Healthcare Waste (Biomedical and General waste)
- Infection control practices

## Elements and Performance Criteria

### *Management of Healthcare Waste (Biomedical and General waste)*

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

- PC1.** segregate healthcare waste as per the updated organizational/ state policies
- PC2.** handle, package, label, store, transport and dispose off waste appropriately as per scope of work

### *Infection control practices*

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

- PC3.** follow Universal Precautions to avoid contact with patients' bodily fluids, by wearing Personal Protective Equipment (PPE) and maintaining hand hygiene as and when required
- PC4.** identify infection risks and plan for response appropriately as per organizational policies under scope of work
- PC5.** follow incident reporting protocols as per SOPs in incidents such as needle stick injuries etc.
- PC6.** follow spill management protocols

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** significance of appropriate waste disposal methods as per organizational policies and procedures
- KU2.** person(s) responsible for health, safety, and security in the organization
- KU3.** ways to handle waste appropriately to reduce the risk of contamination
- KU4.** good personal hygiene practices including hand hygiene
- KU5.** types of bio medical waste
- KU6.** different types of color codes designated for types of wastes
- KU7.** concept of segregation, disposal and treatment of bio medical waste
- KU8.** the hazards and risks associated with the waste disposal

## Qualification Pack

- KU9.** the required actions and reporting procedures for any accidents and spillages
- KU10.** the requirements of the relevant external agencies involved in the transportation and receiving of waste
- KU11.** the impact of waste on environmental changes
- KU12.** the policies and guidance that clarify scope of practice, accountabilities and the working relationship between oneself and others
- KU13.** management of infection risks at workplace
- KU14.** the path of disease transmission including direct contact and penetrating injuries, risk of acquisition
- KU15.** difference between clean, sterile, and unsterile area
- KU16.** concept of Universal precautions
- KU17.** types of PPE used in healthcare domain such as gloves, gown, goggles etc
- KU18.** correct method of Donning and Doffing of PPE
- KU19.** steps of hand washing according to the updated guidelines
- KU20.** difference between hand rub and hand washing and indications of both
- KU21.** various types of cleaning agents and disinfectants
- KU22.** types of hazardous spills
- KU23.** concept of injection safety
- KU24.** concept of respiratory hygiene

## Generic Skills (GS)

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

- GS1.** • read and understand latest guidelines on managing biomedical waste and  
• infection control and prevention
- GS2.** communicate effectively with others
- GS3.** report hazards and incidents clearly with the appropriate level of urgency
- GS4.** plan for safety of the work environment
- GS5.** identify risk, evaluate possible solutions and suggest effective solutions
- GS6.** analyse the seriousness of hazards pertaining to hospital waste and related infections
- GS7.** make decisions pertaining to the area of work
- GS8.** • apply, analyze, and evaluate the information gathered from observation, experience,  
• reasoning, or communication, as a guide to act

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Management of Healthcare Waste (Biomedical and General waste)</i>	<b>9</b>	<b>7</b>	<b>2</b>	<b>8</b>
<b>PC1.</b> segregate healthcare waste as per the updated organizational/ state policies	-	-	-	-
<b>PC2.</b> handle, package, label, store, transport and dispose off waste appropriately as per scope of work	-	-	-	-
<i>Infection control practices</i>	<b>12</b>	<b>7</b>	<b>3</b>	<b>8</b>
<b>PC3.</b> follow Universal Precautions to avoid contact with patients' bodily fluids, by wearing Personal Protective Equipment (PPE) and maintaining hand hygiene as and when required	-	-	-	-
<b>PC4.</b> identify infection risks and plan for response appropriately as per organizational policies under scope of work	-	-	-	-
<b>PC5.</b> follow incident reporting protocols as per SOPs in incidents such as needle stick injuries etc.	-	-	-	-
<b>PC6.</b> follow spill management protocols	-	-	-	-
<b>NOS Total</b>	<b>21</b>	<b>14</b>	<b>5</b>	<b>16</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	HSS/N9620
<b>NOS Name</b>	Comply with infection control and biomedical waste disposal policies
<b>Sector</b>	Healthcare
<b>Sub-Sector</b>	Allied Health & Paramedics
<b>Occupation</b>	Generic
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	28/07/2022
<b>Next Review Date</b>	28/07/2027
<b>NSQC Clearance Date</b>	28/07/2022

## Qualification Pack

### DGT/VSQ/N0101: Employability Skills (30 Hours)

#### Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

#### Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

#### Elements and Performance Criteria

##### *Introduction to Employability Skills*

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

**PC1.** understand the significance of employability skills in meeting the job requirements

##### *Constitutional values - Citizenship*

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

**PC2.** identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices

##### *Becoming a Professional in the 21st Century*

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

**PC3.** explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.

##### *Basic English Skills*

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

**PC4.** speak with others using some basic English phrases or sentences

##### *Communication Skills*

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

**PC5.** follow good manners while communicating with others

**PC6.** work with others in a team

## Qualification Pack

### *Diversity & Inclusion*

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

**PC7.** communicate and behave appropriately with all genders and PwD

**PC8.** report any issues related to sexual harassment

### *Financial and Legal Literacy*

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

**PC9.** use various financial products and services safely and securely

**PC10.** calculate income, expenses, savings etc.

**PC11.** approach the concerned authorities for any exploitation as per legal rights and laws

### *Essential Digital Skills*

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

**PC12.** operate digital devices and use its features and applications securely and safely

**PC13.** use internet and social media platforms securely and safely

### *Entrepreneurship*

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

**PC14.** identify and assess opportunities for potential business

**PC15.** identify sources for arranging money and associated financial and legal challenges

### *Customer Service*

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

**PC16.** identify different types of customers

**PC17.** identify customer needs and address them appropriately

**PC18.** follow appropriate hygiene and grooming standards

### *Getting ready for apprenticeship & Jobs*

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

**PC19.** create a basic biodata

**PC20.** search for suitable jobs and apply

**PC21.** identify and register apprenticeship opportunities as per requirement

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** need for employability skills

**KU2.** various constitutional and personal values

**KU3.** different environmentally sustainable practices and their importance

**KU4.** Twenty first (21st) century skills and their importance

**KU5.** how to use basic spoken English language

**KU6.** Do and dont of effective communication

**KU7.** inclusivity and its importance

**KU8.** different types of disabilities and appropriate communication and behaviour towards PwD

**KU9.** different types of financial products and services

## Qualification Pack

- KU10.** how to compute income and expenses
- KU11.** importance of maintaining safety and security in financial transactions
- KU12.** different legal rights and laws
- KU13.** how to operate digital devices and applications safely and securely
- KU14.** ways to identify business opportunities
- KU15.** types of customers and their needs
- KU16.** how to apply for a job and prepare for an interview
- KU17.** apprenticeship scheme and the process of registering on apprenticeship portal

## Generic Skills (GS)

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

- GS1.** communicate effectively using appropriate language
- GS2.** behave politely and appropriately with all
- GS3.** perform basic calculations
- GS4.** solve problems effectively
- GS5.** be careful and attentive at work
- GS6.** use time effectively
- GS7.** maintain hygiene and sanitisation to avoid infection



## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC1.</b> understand the significance of employability skills in meeting the job requirements	-	-	-	-
<i>Constitutional values - Citizenship</i>	<b>1</b>	<b>1</b>	-	-
<b>PC2.</b> identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>1</b>	<b>3</b>	-	-
<b>PC3.</b> explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.	-	-	-	-
<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
<b>PC4.</b> speak with others using some basic English phrases or sentences	-	-	-	-
<i>Communication Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC5.</b> follow good manners while communicating with others	-	-	-	-
<b>PC6.</b> work with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>1</b>	-	-
<b>PC7.</b> communicate and behave appropriately with all genders and PwD	-	-	-	-
<b>PC8.</b> report any issues related to sexual harassment	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>3</b>	<b>4</b>	-	-
<b>PC9.</b> use various financial products and services safely and securely	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> calculate income, expenses, savings etc.	-	-	-	-
<b>PC11.</b> approach the concerned authorities for any exploitation as per legal rights and laws	-	-	-	-
<i>Essential Digital Skills</i>	<b>4</b>	<b>6</b>	-	-
<b>PC12.</b> operate digital devices and use its features and applications securely and safely	-	-	-	-
<b>PC13.</b> use internet and social media platforms securely and safely	-	-	-	-
<i>Entrepreneurship</i>	<b>3</b>	<b>5</b>	-	-
<b>PC14.</b> identify and assess opportunities for potential business	-	-	-	-
<b>PC15.</b> identify sources for arranging money and associated financial and legal challenges	-	-	-	-
<i>Customer Service</i>	<b>2</b>	<b>2</b>	-	-
<b>PC16.</b> identify different types of customers	-	-	-	-
<b>PC17.</b> identify customer needs and address them appropriately	-	-	-	-
<b>PC18.</b> follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>1</b>	<b>3</b>	-	-
<b>PC19.</b> create a basic biodata	-	-	-	-
<b>PC20.</b> search for suitable jobs and apply	-	-	-	-
<b>PC21.</b> identify and register apprenticeship opportunities as per requirement	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	DGT/VSQ/N0101
<b>NOS Name</b>	Employability Skills (30 Hours)
<b>Sector</b>	Cross Sectoral
<b>Sub-Sector</b>	Professional Skills
<b>Occupation</b>	Employability
<b>NSQF Level</b>	2
<b>Credits</b>	1
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	29/09/2022
<b>Next Review Date</b>	29/09/2025
<b>NSQC Clearance Date</b>	29/09/2022

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.

## Qualification Pack

5. In case of successfully passing only certain number of NOSs, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

6. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack

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

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

## Assessment Weightage

### Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
HSS/N3013.Prepare and maintain the set-up and equipment required for wound dressing	59	60	35	39	193	20
HSS/N3014.Perform pre-procedural activities for dressing of wounds and injuries	65	60	20	35	180	15
HSS/N3015.Assist the healthcare professionals in management of wound and tissue viability.	68	45	40	30	183	15
HSS/N3016.Provide first aid as per the emergency	97	91	41	50	279	20
HSS/N9617.Maintain a safe, healthy and secure working environment	20	-	9	30	59	10
HSS/N9620.Comply with infection control and biomedical waste disposal policies	21	14	5	16	56	10
DGT/VSQ/N0101.Employability Skills (30 Hours)	20	30	-	-	50	10
<b>Total</b>	<b>350</b>	<b>300</b>	<b>150</b>	<b>200</b>	<b>1000</b>	<b>100</b>

## Qualification Pack

### Acronyms

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

## Qualification Pack

### Glossary

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

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