

What are Occupational Standards(OS)?

OS describe what individuals need to do, know and understand in order to carry out a particular job role or function

OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding



Contents

1. Introduction and Contacts.....Page no.01
2. Qualifications Pack.....Page no.01
3. Glossary of Key TermsPage no.03
4. OS Units.....Page no.05
5. Assessment Criteria.....Page no.74

Introduction

Qualifications Pack- Operating Theatre Technician

SECTOR: HEALTHCARE

SUB-SECTOR: Allied Healthcare & Paramedics

OCCUPATION: Operating Theatre Technician

REFERENCE ID: HSS/Q2601

ALIGNED TO: NCO-2004/NIL

Operating Theatre Technician - (OTT): They prepare and maintain operating theatres and equipment, and assist surgical and anaesthetic teams during operations. They are also known as “Operation Room Technician”, “Scrubs”, or “Operating Theatre Assistants” when working in a hospital environment.

Brief Job Description: Some of the key responsibilities of the Operating Theatre Technician are transport patients, preparing operating room for surgery, set up, check, connect and adjust surgical equipment, technical assistance to surgeons, clean & restock the operating room, arranging instrument, supplies and equipment according to instruction and position patients for surgery.

Personal Attributes: This job requires the individual to work in collaboration with Doctors and Nurses and other healthcare providers and deliver the healthcare services as suggested by them. The individual should be result oriented. The individual should also be able to demonstrate clinical skills, communication skills and behavioural skills.



Job Details	Qualifications Pack Code	HSS/Q2601		
	Job Role	Operating Theatre Technician		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Health	Drafted on	12/05/2013
	Sub-sector	Allied Health & Paramedics	Last reviewed on	22/05/2013
	Occupation	Operating Theatre Technician	Next review date	22/12/2016
	NSQC Clearance on	18/05/2016		

Job Role	Operating Theatre Technician
Role Description	Work in a lab to collect, label and store blood
NSQF level	4
Minimum Educational Qualifications*	Class XII in Science
Maximum Educational Qualifications*	Not Applicable
Training (Suggested but not mandatory)	Relevant professional qualification
Minimum Job Entry Age	18 years
Experience	Not Applicable
Applicable National Occupational Standards (NOS)	Compulsory: 1. HSS/N2601: Prepare and maintain operation theater 2. HSS/N2602: Maintain equipment support in an acute care environment 3. HSS/N2603: Identify and move to maintain a sterile field 4. HSS/N2604: Follow infection control policies and procedures 5. HSS/N2605: Manage and maintain theater equipment 6. HSS/N2606: Prepare patient for operative procedures 7. HSS/N2607: Provide intra-operative equipment and technical support 8. HSS/N2608: Assist anaesthetist in handling emergencies outside of OT Room 9. HSS/N2609: Manage hazardous waste 10. HSS/N9602: Ensure availability of medical and diagnostic supplies 11. HSS/N9603: Act within the limits of one's competence



	and authority 12. HSS/N9604:Work effectively with others 13. HSS/N9605:Manage work to meet requirements 14. HSS/N9606: Maintain a safe, healthy, and secure working Environment 15. HSS/N9608:Follow radiation safety guidelines 16. HSS/N9609:Follow biomedical waste disposal protocols 17. HSS/N9611:Monitor and assure quality Optional N.A
Performance Criteria	As described in the relevant OS units

Definitions

Keywords /Terms	Description
Core Skills/Generic Skills	Core Skills or Generic Skills are a group of skills that are essential to learning and working 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.
Description	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.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Knowledge and Understanding	Knowledge and Understanding are statements that together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
National Occupational Standards (NOS)	NOS are Occupational Standards that apply uniquely in the Indian context.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Organisational Context	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.

Performance Criteria	Performance Criteria are statements that together specify the standard of performance required when carrying out a task.
----------------------	--

MODERN TECHNICAL EDUCATION SOCIETY





Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack. Qualifications Pack comprises the set of OS, together with the educational,
Qualifications Pack(QP)	training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Scope	Scope is the 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 the quality of performance required.
Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-functions	Sub-functions are sub-activities essential to fulfil the achieving the objectives of the function.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Unit Code	Unit Code is a unique identifier for an OS unit, which can be denoted with 'N'.
Unit Title	Unit Title gives a clear overall statement about what the incumbent should be able to do.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.
Keywords /Terms	National Occupational Standard(s)
NOS	National vocational education qualifications framework
NVEQF	Occupational Standards
OS	Operating theatre technician
OTT	Patient Care report
PCR	Qualification Pack
QP	Work, Health and safety
WHS	



Prepare and maintain operation theater

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about preparation and maintenance of the operating suite environment in readiness for a theatre case.



Prepare and maintain operation theater

Unit Code	HSS/N2601
Unit Title	Prepare and maintain operation theater
Description	This OS unit is about preparation and maintenance of the operating suit environment in readiness for a theatre case.
Scope	This unit/task covers the following: Assisting in preparation and maintenance of the operating suite environment as a pre-operative function
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must be able to: PC1. Select and wear appropriate theatre clothing in the operating theatre complex PC2. Clean all surfaces and equipment PC3. Liaise with relevant staff to confirm equipment requirement PC4. Check theatre list and maintain and designate re-stocked supplies as required in consultation with relevant staff PC5. Assemble equipment and check to ensure that it is complete, clean and correctly functioning PC6. Maintain a safe working area at all times and use correct manual handling techniques PC7. Transport and transfer patient safely from bed/trolley to theatre table PC8. Provide assistance during the prepping stage of patient PC9. Follow all instructions from relevant staff during theatre procedures PC10. Transport blood, pathology specimens and other items necessary using standard precautions, to support the theatre team PC11. Remove, clean and store equipment correctly at conclusion of procedure PC12. Collect bed and other relevant equipment and transport patient from theatre to recovery room
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Theatre policy and procedures guidelines KA2. Relevant protocols, good practices, standards, policies and procedures KA3. Safety and environmental aspects related to workplace operation and manual handling, including workplace hazards KA4. Theatre protocols KA5. Relevant hospital standards, regulations and guidelines KA6. Relevant WHS legislation and infection control codes of practice, enterprise policies and procedures
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Various methods of preparing theatre and their importance KB2. The importance of cleaning & preparation KB3. How to prepare theatre based on patient condition KB4. Basic equipment care and maintenance KB5. Basic understanding of theatre team responsibility in relation to the surgical count KB6. Organisation procedures for preparation of a deceased patient, who has died



Prepare and maintain operation theater

	in the theatre environment KB7. Work will be performed within a prescribed range of function, generally within a team environment, involving known routines and procedures KB8. All activities are carried out in accordance with organization policies, Procedures and infection control guidelines. a. Prepare theatre environment b. Provide support to the theatre team c. Maintain theatre area KB9. Consideration to the following are to be given due importance by OTT when assisting in the preparation: a. Carry out all work according to safe working guidelines b. Communicate effectively with theatre team KB10. Ensure work is completed systematically with attention to detail without damage to equipment or harm to patient/personnel
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Record the completion of the procedure with relevant details SA2. Record observations made during the procedure
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. Read the surgeon/nurse instructions and interpret it correctly SA4. Comprehend important instructions mentioned in workplace safety pamphlets or procedure manual for reading labels and handling chemical such as cleaning fluids
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA5. Discuss procedures with the patient and make him/ her feel comfortable SA6. Answer questions that patient may have SA7. Listen and understand workplace instructions SA8. Clarify workplace instructions when necessary
	B. Professional Skills
	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Make decisions regarding the preparation method SB2. Apply best practices in existing processes to drive improvements
	Plan and Organize
	The user/individual on the job needs to: SB3. Document the procedure completion and any observations SB4. Complete all activities accurately and in a timely and safe manner SB5. Ensure work is completed systematically with attention to detail without damage to equipment or harm to patient/personnel
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB6. Maintain proper services to render patient care SB7. Use patient centric approach



Prepare and maintain operation theater

	Problem Solving The user/individual on the job needs to know and understand how to:
	SB8. Solve problems including the ability to use available resources, assemble equipment
	Analytical Thinking
	The user/individual on the job needs to know and understand how to:
	SB9. Interpret the observations and design a solution for that
	SB10. Use the existing experience for improving the preparation & cleaning process
	Critical Thinking
	The user/individual on the job needs to know and understand how to:
	SB11. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action

NOS Version Control

NOS Code	HSS/N2601		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16



Maintain equipment support in an acute care environment

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about the provision of equipment support in acute care environment to meet the needs of the patient and surgical team in an operating suite by Operating Theatre Technician.



Maintain equipment support in an acute care environment

Unit Code	HSS/N2602
Unit Title	Maintain equipment support in an acute care environment
Description	This OS unit is about the provision of equipment support to meet the needs of the patient and surgical team in an operating suite by Operating Theatre Technician.
Scope	This unit/task covers the following: Providing equipment supplies and support
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Providing equipment supplies and support	To be competent, the user/individual on the job must be able to: PC1. Consult with relevant operating team members and reference material to determine equipment required. PC2. Use basic knowledge of surgical procedures to assist and identify the needs of operating teams PC3. Locate relevant equipment and check to ensure that it is complete, clean and ready for use PC4. Position equipment in accordance with set up procedures PC5. Notify basic equipment faults to appropriate staff according to organization policy and procedure PC6. Clean and store equipment safely
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Relevant protocols, good practices, standards, policies and procedures KA2. Safety and environmental aspects related to workplace operation and manual handling, including workplace hazards KA3. How to comply with enterprise requirements, legislation, infection control and relevant health regulations KA4. The following: - During acute care environment OTT should observe and ensure that: - Theatre policy and procedure are followed - Theatre protocols - Effective coordinate required processes - Liaise effectively with theatre staff & provide appropriate equipment as requested - Use correct theatre handling equipment procedure - Should have ability to: - Carry out work according to safe working guidelines - Handle equipment safely
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. The equipment set-up procedures KB2. Types of theatre attire and purpose of personal protective clothing KB3. How to use correct theatre handling equipment procedures KB4. How to wash hands and maintain hygiene to prevent spread of infections KB5. How to do a need assessment KB6. Appropriate equipment for different surgical procedures



Maintain equipment support in an acute care environment

	KB7. Complete correct set-up and positioning of theatre equipment for a variety of surgical procedures KB8. Consideration to the following are to be given due importance by OTT when in acute care environment KB9. Ascertain equipment requirement of the operating list KB10. How to select and use appropriate equipment
A. Core Skills/	Writing Skills
Generic Skills	The user/individual on the job needs to know and understand how to: SA1. Record the unusual symptoms during the procedure Reading Skills The user/individual on the job needs to know and understand how to: SA2. Read the doctor/nurse instructions and interpret it correctly SA3. Comprehend important instructions mentioned in clinical notes Oral Communication (Listening and Speaking skills)
B. Professional Skills	The user/individual on the job needs to know and understand how to: SA4. Ask questions SA5. Provide clear information SA6. Listen and understand workplace instructions Decision Making The user/individual on the job needs to know and understand how to: SB1. Carry out work according to safe working guidelines Plan and Organize The user/individual on the job needs to: SB2. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues SB3. Undertake specialist cleaning processes for theatre equipment Customer Centricity The user/individual on the job needs to: SB4. Be compassionate and friendly SB5. Maintain clean environment to avoid infection Problem Solving The user/individual on the job needs to know and understand how to: SB6. Solve problems including the ability to use available resources and prioritise workload Analytical Thinking The user/individual on the job needs to know and understand how to: SB7. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues Critical Thinking The user/individual on the job needs to know and understand how to: SB8. Apply, analyse, and evaluate the information gathered from observation,



Maintain equipment support in an acute care environment

	experience, reasoning, or communication, as a guide to belief and action
--	--

NOS Version Control

NOS Code	HSS/N2602		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Identify and move to maintain a sterile field

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is to identify and move around a sterile environment and to ensure that infection control principles are maintained by Operating Theatre Technician.



Identify and move to maintain a sterile field

Unit Code	HSS/N2603
Unit Title	Identify and move to maintain a sterile field
Description	This OS unit is to identify and move around a sterile environment and to ensure that infection control principles are maintained by Operating Theatre Technician.
Scope	This unit/task covers the following: Assisting in maintaining sterile field in operation theatre
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Assisting in maintaining sterile field in operation theatre	To be competent, the user/individual on the job must be able to: PC1. Wear proper attire correctly and ensure that it conforms with hospital and enterprise policy and procedures PC2. Follow standard infection control guidelines to reduce risk of infection PC3. Move and carry out activities that are consistent with duties being performed PC4. Conform with aseptic principles when moving around a sterile field to ensure
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: - KA1. Safety and environmental aspects related to workplace operation - KA2. Relevant protocols, good practices, standards, policies and procedures while transferring the patient - KA3. Use equipment and techniques correctly to avoid injury or inconvenience to the patient - KA4. Wear personal protective attire as per protocols - KA5. Work will be performed within a prescribed range of functions, generally within a team environment, involving known routines and procedures - KA6. Carry out all work according to safe working guidelines
B. Technical Knowledge	The user/individual on the job needs to know and understand: - KB1. The factors influencing growth of micro-organisms (environmental conditions) - KB2. The transmission methods of pathogenic organisms - KB3. Communication techniques and pathways in the operating room - KB4. Definition of sterile and the sterilisation process - KB5. Possible hazards in the sterile environment - KB6. How to sterile draped trolleys and equipment - KB7. How to apply personal hygiene - KB8. How to move around a sterile field - KB9. Aseptic techniques in the operating suite - KB10. Asepsis involves the prevention of contamination of a sterile field - KB11. How to complete all activities accurately and in a timely and safe manner - KB12. How to coordinate required processes effectively - KB13. How to ensure that work is completed systematically with attention to detail, without damage to equipment or injury to oneself or others - KB14. How to liaise effectively with theatre staff - KB15. How to assist the patient in moving from the bed to the stretcher/wheelchair or vice versa by using correct body mechanics



Identify and move to maintain a sterile field

	KB16. How to check all equipment before moving the patient. Also ensure safety of additional equipment like catheter while moving the patient KB17. The location where the patient needs to be transported
A. Core Skills/ Generic Skills	Writing Skills
	Not Applicable
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA1. Read and interpret instructions for equipment, workplace safety or procedure Manual
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA2. Ask question SA3. Listen and understand workplace instruction
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand: SB1. How to use proper body mechanics while moving the patient SB2. When assistance or additional help is required SB3. Which equipment to use and how to use them to ensure patient safety
	Plan and Organize
	The user/individual on the job needs to know and understand: SB4. How to complete all activities accurately and in a timely and safe manner
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB5. Have patience SB6. Assist the patient in moving using body mechanics correctly SB7. Ensure that the patient is safe during the transferring and prevent injuries to the limbs SB8. Always check if there is rush on the other side of a door before opening it to prevent collision
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB9. Look for solution to problem
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB10. Coordinate required processes effectively SB11. Ensure work is completed systematically with attention to details without damage to equipment or injury to oneself or others
	Critical Thinking The user/individual on the job needs to know and understand how to:
	SB12. Apply, analyse, and evaluate the information gathered from observation,



Identify and move to maintain a sterile field

	experience, reasoning, or communication, as a guide to belief and action
--	--

NOS Version Control

NOS Code	HSS/N2603		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Follow infection control policies and procedures

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit

is about complying with infection control policies and procedures.



Follow infection control policies and procedures

National Occupational Standard

Unit Code	HSS/N2604
Unit Title	Follow infection control policies and procedures
Description	This OS unit is about complying with infection control policies and procedures. It is applicable to workers who are responsible for workplace procedures to maintain infection control.
Scope	This unit/task covers the following: - Complying with an effective infection control strategy with an effective infection control strategy that ensures the safety of the patient (or end-user of health-related products/services) - Maintaining personal protection and preventing the transmission of infections from person to person
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must be able to: PC1. Perform the standard precautions to prevent the spread of infection in accordance with organisation requirements PC2. Perform the additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection PC3. Minimise contamination of materials, equipment and instruments by aerosols and splatter PC4. Identify infection risks and implement an appropriate response within own role and responsibility PC5. Document and report activities and tasks that put patients and/or other workers at risk PC6. Respond appropriately to situations that pose an infection risk in accordance with the policies and procedures of the organization PC7. Follow procedures for risk control and risk containment for specific risks PC8. Follow protocols for care following exposure to blood or other body fluids as required PC9. Place appropriate signs when and where appropriate PC10. Remove spills in accordance with the policies and procedures of the organization PC11. Maintain hand hygiene by washing hands before and after patient contact and/or after any activity likely to cause contamination PC12. Follow hand washing procedures PC13. Implement hand care procedures PC14. Cover cuts and abrasions with water-proof dressings and change as necessary PC15. Wear personal protective clothing and equipment that complies with Indian Standards, and is appropriate for the intended use PC16. Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact PC17. Demarcate and maintain clean and contaminated zones in all aspects of health care work PC18. Confine records, materials and medicaments to a well-designated clean zone PC19. Confine contaminated instruments and equipment to a well-designated contaminated zone



Follow infection control policies and procedures

	PC20. Wear appropriate personal protective clothing and equipment in accordance with occupational health and safety policies and procedures when handling waste PC21. Separate waste at the point where it has been generated and dispose of into waste containers that are colour coded and identified PC22. Store clinical or related waste in an area that is accessible only to authorised persons PC23. Handle, package, label, store, transport and dispose of waste appropriately to minimise potential for contact with the waste and to reduce the risk to the environment from accidental release PC24. Dispose of waste safely in accordance with policies and procedures of the organisation and legislative requirements PC25. Wear personal protective clothing and equipment during cleaning procedures PC26. Remove all dust, dirt and physical debris from work surfaces PC27. Clean all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled PC28. Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilisation protocols PC29. Dry all work surfaces before and after use PC30. Replace surface covers where applicable PC31. Maintain and store cleaning equipment
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. The organisation's infection control policies and procedures KA2. Organisation requirements relating to immunisation, where applicable KA3. Standard precautions KA4. Good personal hygiene practice including hand care
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Additional precautions KB2. Aspects of infectious diseases including: - opportunistic organisms - pathogens KB3. Basic microbiology including: - bacteria and bacterial spores - fungi - viruses KB4. How to clean and sterile techniques KB5. The path of disease transmission: - paths of transmission including direct contact and penetrating injuries - risk of acquisition - sources of infecting microorganisms including persons who are carriers, in the incubation phase of the disease or those who are acutely ill KB6. Effective hand hygiene: - procedures for routine hand wash - procedures for surgical hand wash



Follow infection control policies and procedures

	- when hands must be washed KB7. Good personal hygiene practice including hand care KB8. Identification and management of infectious risks in the workplace KB9. How to use personal protective equipment such as: - guidelines for glove use - guidelines for wearing gowns and waterproof aprons - guidelines for wearing masks as required - guidelines for wearing protective glasses KB10. Susceptible hosts including persons who are immune suppressed, have chronic diseases such as diabetes and the very young or very old KB11. Surface cleaning: - cleaning procedures at the start and end of the day - managing a blood or body fluid spill - routine surface cleaning KB12. Sharps handling and disposal techniques KB13. The following: - o Follow infection control guidelines - o Identify and respond to infection risks - o Maintain personal hygiene - o Use personal protective equipment - o Limit contamination - o Handle, package, label, store transport and dispose of clinical and other waste - o Clean environmental surfaces
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Consistently apply hand washing, personal hygiene and personal protection protocols SA2. Consistently apply clean and sterile techniques SA3. Consistently apply protocols to limit contamination
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA4. Follow instructions as specified in the protocols
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA1. Listen patiently SA2. Provide feedback (verbal and non-verbal) to encourage smooth flow of information
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues SB2. Apply additional precautions when standard precautions are not sufficient
	Plan and Organize



Follow infection control policies and procedures

	The user/individual on the job needs to: SB3. Consistently ensure instruments used for invasive procedures are sterile at time of use (where appropriate) SB4. Consistently follow the procedure for washing and drying hands SB5. Consistently limit contamination SB6. Consistently maintain clean surfaces and manage blood and body fluid spills
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB7. Be a good listener and be sensitive to patient SB8. Avoid unwanted and unnecessary communication with patients SB9. Maintain eye contact and non-verbal communication
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB10. Communicate only facts and not opinions SB11. Give feedback when required
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB12. Coordinate required processes effectively
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB13. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action SB14. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues

NOS Version Control

NOS Code	HSS/N2604		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Manage and maintain theater equipment

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about Provide routine care and handling of equipment within the operating suite by Operating Theatre Technician.



Manage and maintain theater equipment

National Occupational Standard

Unit Code	HSS/N2605
Unit Title	Manage and maintain theater equipment
Description	This OS unit is about Provide routine care and handling of equipment within the operating suite by Operating Theatre Technician. This OS is to provide basic maintenance support, equipment set-up and other routine duties in relation to operating theatre equipment
Scope	This unit/task covers the following: Applying a broad knowledge base and a range of well-developed skills to select, prepare, operate, maintain and handle equipment within operating suite by operating theatre technician
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Applying a broad knowledge base and a range of well-developed skills to select, prepare, operate, maintain and handle equipment within operating suite by operating theatre technician	To be competent, the user/individual on the job must be able to: PC1. Identify equipment and equipment consumables required for each theatre case , referencing with the operating theatre team, operating list and surgeon preferences PC2. Set up equipment and consumables, correctly position and check in accordance with organisation policy and procedures and manufacturer's specifications PC3. Assemble, connect and test components as required PC4. Re-position equipment during theatre procedures as required PC5. Document the use of theatre equipment if required PC6. Withdraw from use and replace equipment if considered not safe for use Identify minor equipment problems PC7. Correct minor equipment problems are corrected PC8. Ensure equipment is referred to a maintenance specialist for appropriate maintenance PC9. Maintain maintenance log book as required by organisation policy and procedure PC10. Schedule equipment for maintenance according to the needs of the operating theatre PC11. Maintain communication with relevant operating theatre staff in relation to equipment maintenance PC12. Follow shut-down procedures in accordance with manufacturer's recommendations PC13. Correctly assemble and disassemble equipment as required PC14. Clean equipment in accordance with organisation policy and procedures PC15. Safely store equipment in accordance with manufacturer's recommendations PC16. Provide instruction on equipment operation to individual members of the theatre team as required by supervisor PC17. Provide in-service training on basic equipment operation as required PC18. Participate as required in team evaluations of equipment being considered for potential purchase PC19. Assess equipment from a theatre technician's perspective PC20. Provide advice to the team evaluation as required



Manage and maintain theater equipment

Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Standard procedures to prevent infection spread and maintain medical asepsis followed by organisation KA2. Personal hygiene protocols KA3. Infection control policy and procedures in relation to operating theatre equipment KA4. Disposal of biomedical waste as per guidelines The user/individual on the job needs to know and understand:
B. Technical Knowledge	KB1. Intra-operative patient safety concerning the location and movement of equipment KB2. Medical and operating room terms used relevant to the worker's role KB3. Medico-legal implications in relation to the use of equipment by the technician in the operating suite environment KB4. Work health and safety (WHS) procedures in relation to operating theatre equipment KB5. Relevant anatomy and physiology required to appreciate the set-up and operation of operating theatre equipment KB6. Surgical and interventional procedures undertaken in the operating theatre KB7. The following: - o Select and prepare operating theatre equipment for use by the theatre team - o Provide operational and maintenance support to operating theatre equipment - o Disassemble and store operating theatre equipment safely - o Orient theatre team to operating theatre equipment - o Participate in operating theatre equipment evaluations
A. Core Skills/ Generic Skills	
	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Record and report routine control protocols SA2. Use reading and writing skills as required to fulfil job roles in a safe manner and as specified by organisation at a level of skill that includes the ability to understand symbols used in WHS signs, reading workplace safety pamphlets or procedure manuals, and reading labels
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. Follow instructions as specified SA4. Use reading and writing skills as required to fulfil job roles in a safe manner and as specified by organisation at a level of skill that includes the ability to understand symbols used in WHS signs, reading workplace safety pamphlets or procedure manuals, and reading labels
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA5. Interact with the patient and explain the importance of infection control SA6. Make observations and communicate them correctly to the nurse or other



Manage and maintain theater equipment

	medical professionals
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Identify basic and routine faults and problems with operating theatre equipment SB2. Identify the range and purpose of a range of operating theatre equipment and consumables
	Plan and Organize
	The user/individual on the job needs to know and understand on how to: SB3. Follow procedures for timely set-up, trouble-shooting, shut-down, cleaning and storage of operating theatre equipment SB4. Be prepared with appropriate personal protective gear
	Customer Centricity
	The user/individual on the job needs to: SB5. Display empathy with patients and relatives SB6. Comply with patient privacy requirements SB7. Keep all equipment used on the patient clean
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB8. Solve problems including an ability to use available resources SB9. Deal with conflict
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB10. Recognise boundary of role in relation to maintenance of operating theatre equipment SB11. Recognise hazards related to the use of each item of a range of operating theatre equipment SB12. Hand wash procedure to ensure utmost hygiene SB13. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
	Critical Thinking
	The user needs to know and understand how to: SB14. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



Manage and maintain theater equipment

NOS Version Control

NOS Code	HSS/N2605		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Prepare patient for operative procedures

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about preparation of patients for operative procedures by Operating theatre technician. This OS is to provide assistance in the preparation and care of the patient in the operating department prior to operative and anaesthetic procedures.



Prepare patient for operative procedures

National Occupational Standard

Unit Code	HSS/N2606
Unit Title	Prepare patient for operative procedures
Description	This OS unit is about assisting with preparation of patients for operative procedures by Operating theatre technician. This OS is to provide assistance in the preparation and care of the patient in the operating department prior to operative and anaesthetic procedures.
Scope	This unit/task covers the following: Assist in performing a defined range of function and known routines and procedures, in consultation with the anesthetist and the operating room team
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Assist in performing a defined range of function and known routines and procedures, in consultation with the anesthetist and the operating room team	To be competent, the user/individual on the job must be able to: PC1. Use personal protective equipment correctly PC2. Prepare patients as required PC3. Safely detach equipment when no longer required with minimum risk of damage to patient, staff or equipment PC4. Safely store equipment in accordance with manufacturer's recommendations, or prepare ready for re-use PC5. Follow established procedures if equipment is found to be faulty PC6. Identify correct operating table and table orientation before patient is transferred PC7. Inform relevant personnel of actions to be performed PC8. Detach equipment not required PC9. Safely and correctly adjust equipment attached to patient during transfer PC10. Maintain a safe working area and clear passage at all times and follow correct manual handling procedures PC11. Minimise patient discomfort PC12. Re-connect and position equipment once transfer is completed PC13. Maintain patient's dignity before, during and after transfer PC14. Inform patient of positioning procedure, reassure and seek co-operation as required PC15. Ensure relevant equipment is available and correctly positioned PC16. Take into account individual patient needs and confirm with relevant personnel PC17. Protect patient from injury during positioning procedures PC18. Follow correct manual handling procedures and seek assistance if required PC19. Safely position patient to meet the requirements of the anaesthetist and surgeon PC20. Seek confirmation of correct position from anaesthetist and surgeon PC21. Hold patient in correct position as required by anaesthetist and surgeon PC22. Maintain patient's dignity
Knowledge and Understanding (K)	
A. Organizational Context	The user/individual on the job needs to know and understand: KA1. All activities are carried out in accordance with organisation policies,



Prepare patient for operative procedures

(Knowledge of the company / organization and its processes)	procedures and infection control guidelines and under the direction of operating room health professional KA2. How to perform the different procedures KA3. What is the significance of each procedure in patient management KA4. Following standard procedures and policies to prevent spread of infection, avoid discomfort to the patient and ensure continued treatment KA5. How to use the equipment meant to perform the procedure
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Anatomy and physiology relevant to safe patient handling (e.g. transfers, positioning) KB2. Functions of relevant equipment KB3. Infection control procedures KB4. Medical terms used in the operating room relevant to the worker's role KB5. Medico-legal implications of technician's role and work procedures KB6. Work health and safety (WHS) procedures KB7. Range of positions required for operative procedures as per organisation policy and surgeon preference KB8. Risks and precautions in relation to anaesthetic procedures relevant to the theatre technician's role KB9. Risks and precautions in relation to patient positioning KB10. The use of equipment, aids and attachments for patient positioning
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Recording and reporting patient's condition SA2. Demonstrate patient transfer techniques SA3. Use patient positioning techniques and identify hazards SA4. Use correct procedures for attachment and detachment of relevant equipment from patients in the operating room
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA5. Read organisation policy and procedures for patient confidentiality and privacy
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA6. Communicate to the patient at every stage of the procedure SA7. Understand patients request and try to incorporate them
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. The most appropriate technique of performing the procedure SB2. Make minor modifications in the procedure to improve patients comfort SB3. Report the unusual observations to the nurse
	Plan and Organize
	The user/individual on the job needs to know and understand: SB4. Ensure that the equipment for the procedure is in place and functioning normally



Prepare patient for operative procedures

	Customer Centricity
	The user/individual on the job needs to know and ensure to: SB5. Be sensitive to the patients SB6. Stop, modify or update the technique of the procedure based on patient's convenience SB7. Use manual handling procedures
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB8. Modify the procedure to enhance comfort levels SB9. Work as part of a team and follow directions from operating room health professionals
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB10. Manoeuvre a procedure in order to reduce discomfort or pain to the patient SB11. Use patient positioning techniques and identify hazards SB12. How to minimise wastage of resources when performing a procedure
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB13. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action SB14. Use correct procedures for attachment and detachment of relevant equipment from patients in the operating room



Prepare patient for operative procedures

NOS Version Control

NOS Code	HSS/N2606		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Provide intra-operative equipment and technical support

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about Providing Intra-Operative equipment and technical support by Operating Theatre Technician. Intra-operative by OTT is important for continued support to provide equipment and technical support during operative procedure.



Provide intra-operative equipment and technical support

National Occupational Standard

Unit Code	HSS/N2607
Unit Title	Provide intra-operative equipment and technical support
Description	This OS unit is about to Provide intra-operative equipment and technical support by Operating Theatre Technician. Intra-operative by OTT is important for continued support to provide equipment and technical support during operative procedure.
Scope	This unit/task covers the following: - Monitoring the performance of equipment used - Attaching and detaching the patient from equipment as required - Adjusting surgical equipment
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must: PC1. Observe equipment to ensure correct operation PC2. Switch on warning devices and ensure that it is registering that the equipment is safe PC3. Ensure gas, electrical, vacuum supplies are adequate for procedure at hand and/or back-up supply is available PC4. Observe equipment whilst in use and, if a fault develops, take immediate action to avoid danger to patients, staff and equipment PC5. Follow established procedures to rectify faulty equipment PC6. Use personal protective equipment PC7. Select appropriate patient attachments and ensure equipment is attached safely and securely to appropriate sites PC8. Re-position patient attachments during theatre procedures as required PC9. Safely detach patient attachments when no longer required with minimum risk of damage to patient, staff or equipment PC10. Provide counter-traction during orthopaedic and plastic procedures and manipulations as directed PC11. Select correct irrigation for operative procedure under the guidance of the surgical medical staff in correct sequence as required PC12. Check irrigation type, sterile integrity and expiry date PC13. Connect irrigation to sterile giving set using correct aseptic techniques PC14. Change irrigation using aseptic techniques PC15. Communicate the volume, type and number of irrigation bags to scout nurse PC16. Dispose of used bags/giving sets according to organisational policy and procedures PC17. Turn on/off surgical equipment under the guidance of medical staff and within manufacturers guidelines PC18. Connect surgical equipment to electrical, vacuum, gas supply as required, and in accordance with standard operating procedures PC19. Adjust surgical equipment settings to suit the surgical medical staff and in consultation with anaesthetic medical staff as required and within manufacturers guidelines PC20. Communicate readings to surgical/anaesthetic medical staff as required PC21. Communicate alarms/warnings, abnormal readings and equipment usage times to medical staff as required



Provide intra-operative equipment and technical support

	PC22. Use aseptic techniques to pass sterile equipment/lines from the surgical team and connect to surgical equipment PC23. Disconnect /reconnect surgical equipment, move and adjust during medical emergencies, repositioning of patient and/or change of surgical procedure under the guidance of medical and nursing staff
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Work health and safety(WHS) procedures KA2. Overview of operating room air-conditioning and ventilation systems and their impact on the technician's role and work practices KA3. Medical terms used in the operating room relevant to the technician's role KA4. Medico-legal requirements relevant to role and scope of work practice KA5. Properties of matter relevant to the technician's role and work practice KA6. Range of positions required for operative procedures KA7. All activities are carried out in accordance with organisational policies, procedures and infection control guidelines and under the direction of operating room health professionals
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Manufacturer's instructions of surgical equipment KB2. Anatomy and physiology relevant to safe use of surgical equipment KB3. Basic principles of electricity KB4. Patient positioning aides and attachments KB5. Functions of relevant equipment KB6. Hazards and precautions of surgical equipment KB7. Hazards and precautions of various patient positions KB8. Hazards associated with irrigation administration KB9. Infection control procedures
A. Core Skills/ Generic Skills	
	Writing Skills
	The user/ individual on the job needs to: SA1. Report is accurately SA2. Submit the reporting to a nurse or a medical officer
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. Follow instructions as specified on the file
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA4. Verify the observations by asking questions to the patient SA5. Communicate the observations to the nurse verbally
B. Professional Skills	Decision Making
	The user/individual on the job needs to: SB1. Recognise hazards related to the use of each item of a range of operating theatre equipment SB2. Know which type of observations need to be reported immediately v/s which observations are to be reported as routine



Provide intra-operative equipment and technical support

	Plan and Organize
	The user/individual on the job needs to:
	SB3. Work as part of a team and follow directions from operating room health professionals
	Customer Centricity
	The user/individual on the job needs to know and ensure:
	SB4. Intra-operative patient and staff safety concerning the settings of surgical equipment
	SB5. Maintain patient confidentiality
	SB6. How to be sensitive to the patients
	Problem Solving
	The user/individual on the job needs to know and understand how to:
	SB7. Identify basic and routine faults and problems with surgical equipment
	SB8. Provide simple solutions
	SB9. Deal with difficult co-workers and conflict
	Analytical Thinking
	The user/individual on the job needs to know and understand how to:
	SB10. Differentiate between what is a serious observation vs. a routine observation
	SB11. Use correct procedures for:
	• adjustment of surgical equipment • attachment and detachment of relevant equipment from patients in the operating room • maintenance of sterility • turning on/ shutting down surgical equipment
	Critical Thinking
	The user/individual on the job needs to know and understand how to:
	SB12. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action
	SB13. Use correct sequencing for the movement and connection of surgical equipment in relation to sterile equipment placement, anaesthetic and surgical team requirements



Provide intra-operative equipment and technical support

NOS Version Control

NOS Code	HSS/N2607		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Assist anesthetist in handling emergencies outside of OT Room

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about Providing Intra-Operative equipment and technical support by Operating Theatre Technician. Intra-operative by OTT is important for continued support to provide equipment and technical support during operative procedure.



Assist anaesthetist in handling emergencies outside of OT Room

National Occupational Standard

Unit Code	HSS/N2608
Unit Title (Task)	Assist anaesthetist in handling emergencies outside of OT Room
Description	This OS unit is about assisting the anaesthetist in handling emergencies outside the OT room.
Scope	This unit/task covers the following: - Handle patient outside OT Room - Assisting anaesthetist outside OT Room
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must: PC1. Prepare emergency kit to handle areas outside OT Room PC2. Ensure that written policies must be in place to ensure necessary personnel, equipment, and procedures to handle medical and other emergencies that may arise in connection with services provided at a minimum, there should be PC3. Ensure observation and monitoring of the patients condition is sufficient to identify emergencies as soon as they occur PC4. Ensure any signs or symptoms of a clinical emergency is identified correctly and reported to the appropriate clinician PC5. Ensure the priorities for the patients care are identified promptly and accurately and appropriate action is taken immediately PC6. Ensure the patients vital functions are maintained pending attendance of medical staff and during interventions PC7. Ensure the relevant items of equipment are obtained promptly, prepared correctly for use and made available to the appropriate clinician PC8. Go along with Anaesthesia Kit PC9. Assist in intervention pain management, nerve management
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Work health and safety(WHS) procedures KA2. Medico-legal requirements relevant to role and scope of work practice KA3. Properties of matter relevant to the technician's role and work practice KA4. RAll activities are carried out in accordance with organisational policies, procedures and infection control guidelines and under the direction of health professionals/Anaesthetist
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Written protocols for handling emergency situations, including medical emergencies and internal and external disasters KB2. How to follow emergency protocols appropriately KB3. Patient positioning aides and attachments KB4. Functions of relevant equipment KB5. Hazards and precautions of surgical equipment KB6. Hazards and precautions of various patient positions KB7. Infection control procedures



Assist anesthetist in handling emergencies outside of OT Room

A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to: SA1. Record the report accurately SA2. Submit the reporting to a nurse or a medical officer
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. Follow instructions as specified on the file
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA4. Verify the observations by asking questions to the patient SA5. Communicate the observations to the nurse verbally
B. Professional Skills	Decision Making
	The user/individual on the job needs to: SB1. Recognise hazards related to the use of each item outside OT room SB2. Know which type of observations need to be reported immediately v/s which observations are to be reported as routine
	Plan and Organize
	The user/individual on the job needs to: SB3. Work as part of a team and follow directions
	Customer Centricity
	The user/individual on the job needs to know and ensure: SB4. Maintain patient confidentiality SB5. How to be sensitive to the patients
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB6. Identify basic and routine faults and problems with surgical equipment SB7. Provide simple solutions SB8. Deal with difficult co-workers and conflict
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB9. Differentiate between what is a serious observation vs. a routine observation SB10. Use correct procedures for: • adjustment of surgical equipment • attachment and detachment of relevant equipment from patients • maintenance of sterility
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB11. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action SB12. Use correct sequencing for the movement and connection of surgical equipment in relation to sterile equipment placement, anaesthetic and surgical team requirements



Assist anesthetist in handling emergencies outside of OT Room

NOS Version Control

NOS Code	HSS/N2608		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Manage hazardous waste

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This OS unit is about management of hazardous waste by the Operating theatre technician.



Manage hazardous waste

Unit Code	
Unit Title (Task)	HSS/N2609 Manage hazardous waste
Description	This OS unit is about managing hazardous waste disposal i.e. handle, package, collect, treat and dispose of hazardous waste in accordance with applicable regulations. This unit/task covers the following:
Scope	Handle, collect and dispose of the hazardous waste
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Handle, collect and dispose of the hazardous waste	To be competent, the user/individual on the job must: PC1. Coordinate the hazardous waste management program PC2. Provide technical assistance and support PC3. Collect and dispose chemical hazardous waste PC4. Properly identify, segregate, handle, label, and store waste PC5. Ensure that all waste packaging, handling, and storage containers are free from contamination and physical hazards prior to removal from the work area PC6. Segregate waste streams for proper waste disposal
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/organization and its processes)	The user/individual on the job needs to know and understand: KA1. Work health and safety(WHS) procedures KA2. Medico-legal requirements relevant to role and scope of work practice KA3. Properties of matter relevant to the technician's role and work practice KA4. RAL activities are carried out in accordance with organisational policies, procedures and infection control guidelines and under the direction of health professionals/Anaesthetist The user/individual on the job needs to know and understand:
B. Technical Knowledge	KB1. That only trained person shall manage chemical hazardous waste KB2. Do not mix general waste with hazardous wastes or package general waste in hazardous waste containers KB3. The hazardous wastes not to be dumped down a drain, discharged to sanitary sewer, discarded with regular trash, or allowed to evaporate to atmosphere KB4. Not to neutralize or dilute hazardous waste solutions to meet criteria for sink disposal, unless approved by authority KB5. Hazardous waste containers must be in good condition, compatible with the waste stored therein, and not be in danger of leaking KB6. Hazardous waste containers must be closed at all times during storage, except when waste is being added KB7. Funnels should not remain in waste containers after filling KB8. Containers must be clearly and legibly labeled Hazardous Waste, with the chemical name (no abbreviations or chemical formulas) and quantity (percentage) of the contents listed. The label must be firmly attached to the container
Writing Skills	



Manage hazardous waste

A. Core Skills/ Generic Skills	The user/ individual on the job needs to: SA1. Record the waste disposal report accurately SA2. Submit the reporting to the concerned department
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. Follow instructions as specified
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA4. Communicate the observations to the concerned person and department
B. Professional Skills	Decision Making
	The user/individual on the job needs to: SB1. Recognise hazards related to the use of each item outside OT room SB2. Know which type of observations need to be reported immediately v/s which observations are to be reported as routine
	Plan and Organize
	The user/individual on the job needs to: SB3. Work as part of a team and follow directions
	Customer Centricity
	The user/individual on the job needs to know and ensure: SB4. How to maintain clean environment to prevent spread of infection
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB5. Identify basic problems related to generated waste and disposal SB6. How to deal with unidentified chemicals and contaminated equipment
	Analytical Thinking
	Not Applicable
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB7. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



Manage hazardous waste

NOS Version Control

NOS Code	HSS/N2609		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
Occupation	OT Technician	Next review date	22/12/16



Ensure availability of medical and diagnostic supplies

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an allied health professional to ensure adequate availability of diagnostic kits, primary care medicines, treatment and other medical supplies at all times.



Ensure availability of medical and diagnostic supplies

Unit Code	HSS/N9602
Unit Title (Task)	Ensure availability of medical and diagnostic supplies
Description	This OS unit is about ensuring availability of medical and diagnostic supplies to meet actual and anticipated demand. This OS unit is applicable to all allied health professionals required to maintain a supply of medical or diagnostic materials
Scope	This unit/task covers the following : Anticipating demand and ensuring availability of adequate medical and diagnostic supplies
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must be able to: PC1. Maintain adequate supplies of medical and diagnostic supplies PC2. Arrive at actual demand as accurately as possible PC3. Anticipate future demand based on internal, external and other contributing factors as accurately as possible PC4. Handle situations of stock-outs or unavailability of stocks without compromising health needs of patients/ individuals
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Centres for restocking supplies KA2. Guidelines on anticipating demand for medical and diagnostic supplies KA3. Contents of all diagnostic and medical kits KA4. Guidelines on procurement and storage of medical and diagnostic kits
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. How to arrive at actual demand for medical and diagnostic supplies KB2. How to anticipate demand KB3. How to maintain/ safely store existing supplies KB4. How to maintain records of available supplies KB5. How to request additional supplies
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write at least one local/ official language used in the local community SA2. Write well enough to be classified as literate SA3. Record availability of supplies SA4. Provide written requests for additional supplies when required
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA5. Read well enough to be classified as literate SA6. Read records and registers for medical supplies SA7. Read instructions and pamphlets provided as part of training for ordering or



Ensure availability of medical and diagnostic supplies

	maintaining
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA8. Speak at least one local language SA9. Communicate effectively to request additional supplies when required
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Decide on the level of anticipated demand SB2. Decide when to procure additional supplies SB3. Decide quantities of medical supplies to request
	Plan and Organize
	The user/individual on the job needs to know and understand: SB4. How to plan availability of medical supplies SB5. How to place requests for supplies ahead of time in order to have adequate supplies at all times
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB6. Cater to the need of patients/ individuals for specific medical supplies
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB7. Handle non-availability of medical supplies or diagnostic kits when required
	Analytical Thinking
	Not applicable
	Critical Thinking
	Not applicable

NOS Version Control

NOS Code	HSS/N9602		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation	Cardiac Care Technician	Next review date	24/12/16



Ensure availability of medical and diagnostic supplies

MODERN TECHNICAL EDUCATION SOCIETY





Act within the limits of one's competence and authority

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health Professional to recognise the boundaries of the role and responsibilities and working within the level of competence in accordance with legislation, protocols and guidelines.



Act within the limits of one's competence and authority

National Occupational Standard

Unit Code	HSS/N9603
Unit Title	Act within the limits of one's competence and authority
Description	This OS unit is about recognizing the boundaries of the role and responsibilities and working within the level of competence in accordance with legislation, protocols and guidelines This is applicable to all Allied Health Professionals working in an organised, regulated environment
Scope	This unit/task covers the following: Acting within the limit of one's competence and authority; Knowing one's job role Knowing one's job responsibility Recognizing the job role and responsibilities of co workers Reference: 'This National Occupational Standard is from the UK Skills for Health suite [SFHGEN63, Act within the limits of your competence and authority] It has been tailored to apply to healthcare in India and has been reproduced with their Permission'.
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must be able to: PC1. Adhere to legislation, protocols and guidelines relevant to one's role and field of practice PC2. Work within organisational systems and requirements as appropriate to one's role PC3. Recognise the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority PC4. Maintain competence within one's role and field of practice PC5. Use relevant research based protocols and guidelines as evidence to inform one's practice PC6. Promote and demonstrate good practice as an individual and as a team member at all times PC7. Identify and manage potential and actual risks to the quality and safety of practice PC8. Evaluate and reflect on the quality of one's work and make continuing improvements
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. The relevant legislation, standards, policies, and procedures followed in the organization KA2. The medical procedures and functioning of required medical equipment KA3. Role and importance of assisting other healthcare providers in delivering care



B. Technical Knowledge	Act within the limits of one's competence and authority The user/individual on the job needs to know and understand: KB1. The boundaries of one's role and responsibilities and other team members KB2. The reasons for working within the limits of one's competence and authority KB3. The importance of personally promoting and demonstrating good practice KB4. The legislation, protocols and guidelines effecting one's work KB5. The organisational systems and requirements relevant to one's role KB6. The sources of information that can be accessed to maintain an awareness of research and developments in one's area of work KB7. The difference between direct and indirect supervision and autonomous practice, and which combination is most applicable in different circumstances KB8. The risks to quality and safety arising from: - o Working outside the boundaries of competence and authority - o Not keeping up to date with best practice - o Poor communication - o Insufficient support - o Lack of resources KB9. The importance of individual or team compliance with legislation, protocols, and guidelines and organisational systems and requirements KB10. How to Report and minimise risks KB11. The principle of meeting the organisation's needs, and how this should enable one to recognise one's own limitations and when one should seek support from others KB12. The processes by which improvements to protocols/guidelines and organisational systems/requirements should be reported KB13. The procedure for accessing training, learning and development needs for oneself and/or others within one's organisation KB14. The actions that can be taken to ensure a current, clear and accurate understanding of roles and responsibilities is maintained, and how this affects the way one work as an individual or part of a team
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Document reports, task lists, and schedules SA2. Prepare status and progress reports SA3. Record daily activities SA4. Update other co-workers
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA5. Read about changes in legislations and organizational policies SA6. Keep updated with the latest knowledge
	Oral Communication (Listening and Speaking skills)



Act within the limits of one's competence and authority

	The user/individual on the job needs to know and understand how to: SA7. Discuss task lists, schedules, and work-loads with co-workers SA8. Give clear instructions to patients and co-workers SA9. Keep patient informed about progress SA10. Avoid using jargon, slang or acronyms when communicating with a patient
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Make decisions pertaining to the concerned area of work in relation to job role
	Plan and Organize
	Not applicable
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB2. Communicate effectively with patients and their family, physicians, and other members of the health care team SB3. Be responsive and listen empathetically to establish rapport in a way that promotes openness on issues of concern SB4. Be sensitive to potential cultural differences SB5. Maintain patient confidentiality SB6. Respect the rights of the patient(s)
	Problem Solving
	Not applicable
	Analytical Thinking
	Not applicable
	Critical Thinking
	Not applicable



Act within the limits of one's competence and authority

NOS Version Control

NOS Code	HSS/N9603		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16



Work effectively with others

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health Professional to work effectively with other people and integrate one's work the work of other people



Work effectively with others

Unit Code	HSS/N9604
Unit Title	Work effectively with others
Description	This OS unit is about working effectively with other people who can be part of the immediate team, organisation or external to the team or organisation This OS unit applies to all Allied health professionals working in a team or collaborative environment
Scope	This unit/task covers the following: Working with other people to meet requirements , Sharing information with others to enable efficient delivery of work , Communicating with other team members and people internal or external to the organisation
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/ individual on the job must be able to: PC1. Communicate with other people clearly and effectively PC2. Integrate one's work with other people's work effectively PC3. Pass on essential information to other people on timely basis PC4. Work in a way that shows respect for other people PC5. Carry out any commitments made to other people PC6. Reason out the failure to fulfil commitment PC7. Identify any problems with team members and other people and take the initiative to solve these problems PC8. Follow the organisation's policies and procedures
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	To be competent the user/ individual on the job needs to know and understand: KA1. The people who make up the team and how they fit into the work of the organisation KA2. The responsibilities of the team and their importance to the organisation KA3. The business, mission, and objectives of the organisation KA4. Effective working relationships with the people external to the team, with which the individual works on a regular basis KA5. Procedures in the organisation to deal with conflict and poor working relationships To be competent the user/ individual on the job needs to know and understand:
B. Technical Knowledge	KB1. The importance of communicating clearly and effectively with other people and how to do so face-to-face, by telephone and in writing KB2. The essential information that needs to be shared with other people KB3. The importance of effective working relationships and how these can contribute towards effective working relationships on a day-to-day basis KB4. The importance of integrating ones work effectively with others KB5. The types of working relationships that help people to work well together and the types of relationships that need to be avoided KB6. The types of opportunities an individual may seek out to improve relationships with others KB7. How to deal with difficult working relationships with other people to sort out



Work effectively with others

	problems
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	To be competent, the user / individual on the job needs to know and understand how to: SA1. Communicate essential information in writing SA2. Write effective communications to share information with the team members and other people outside the team
	Reading Skills
	To be competent, the user/individual on the job needs to know and understand how to: SA3. Read and understand essential information
	Oral Communication (Listening and Speaking skills)
	To be competent, the user/ individual on the job needs to know and understand how to: SA4. Communicate essential information to colleagues face-to-face or through telecommunications SA5. Question others appropriately in order to understand the nature of the request or compliant
B. Professional Skills	Decision Making
	To be competent, the user/ individual on the job needs to know and understand how to: SB1. Make decisions pertaining to work
	Plan and Organize
	To be competent, the user/ individual on the job needs to know and understand how to: SB2. Plan and organise files and documents
	Customer Centricity
	To be competent, the user/ individual on the job needs to know and understand how to: SB3. Communicate effectively with patients and their family, physicians, and other members of the health care team SB4. Be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern SB5. Be sensitive to potential cultural differences SB6. Maintain patient confidentiality SB7. Respect the rights of the patient(s)
	Problem Solving
	To be competent, the user/ individual on the job needs to know and understand how to: SB8. Identify problems while working with others and devise effective solutions
	Analytical Thinking
	Not applicable



Work effectively with others

	Critical Thinking
	Not applicable

NOS Version Control

NOS Code	HSS/N9604		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16



Manage work to meet requirements

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health professional to plan and organise work to meet requirements



Manage work to meet requirements

Unit Code	HSS/N9605
Unit Title	Manage work to meet requirements
Description	This OS unit is about planning and organising work and developing oneself further in the organisation This unit applies to all Allied Health professionals
Scope	This unit/task covers the following: Establishing and managing requirements ,Planning and organising work, ensuring accomplishment of the requirements
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/ individual on the job must be able to: PC1. Clearly establish, agree, and record the work requirements PC2. Utilise time effectively PC3. Ensure his/her work meets the agreed requirements PC4. Treat confidential information correctly PC5. Work in line with the organisation's procedures and policies and within the limits of his/her job role
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	To be competent, the user / individual on the job needs to know and understand: KA1. The relevant policies and procedures of the organisation KA2. The information that is considered confidential to the organisation KA3. The scope of work of the role
B. Technical Knowledge	To be competent, the user/individual on the job needs to know and understand: KB1. The importance of asking the appropriate individual for help when required KB2. The importance of planning, prioritising and organising work KB3. The importance of clearly establishing work requirement KB4. The importance of being flexible in changing priorities when the importance and urgency comes into play KB5. How to make efficient use of time, and to avoid things that may prevent work deliverables from being expedited KB6. The importance of keeping the work area clean and tidy KB7. Areas of work that are not a priority and why it is necessary to keep one's effort in that direction to a minimum KB8. To change work plans when necessary KB9. The importance of confidentiality KB10. The importance in completing work on time
Skills (S)	
A. Core Skills/	Writing Skills



Manage work to meet requirements

Generic Skills	To be competent, the user/ individual on the job needs to know and understand how to: SA1. Report progress and results SA2. Record problems and resolutions
	Reading Skills
	To be competent, the user / individual on the job needs to know and understand how to: SA3. Read organisational policies and procedures SA4. Read work related documents and information shared by different sources
	Oral Communication (Listening and Speaking skills)
	To be competent, the user/ individual on the job needs to know and understand how to: SA5. Report progress and results SA6. Interact with other individuals SA7. Negotiate requirements and revised agreements for delivering them
B. Professional Skills	Decision Making
	To be competent, the user/ individual on the job needs to know and understand how to: SB1. Make decisions pertaining to the work
	Plan and Organize
	To be competent, the user/ individual on the job needs to know and understand how to: SB2. Plan and organise files and documents
	Customer Centricity
	To be competent, the user/ individual on the job needs to know and understand how to: SB3. Communicate effectively with patients and their family, physicians, and other members of the health care team SB4. Be sensitive to potential cultural differences SB5. Maintain patient confidentiality SB6. Respect the rights of the patient(s)
	Problem Solving
	To be competent, the user/ individual on the job needs to know and understand how to: SB7. Understand problems and suggest an optimum solution after evaluating possible solutions
	Analytical Thinking
	Not applicable
	Critical Thinking
	Not applicable



Manage work to meet requirements

NOS Version Control

NOS Code	HSS/N9605		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16



Maintain a safe, healthy, and secure working environment

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health Professional to monitor the working environment, and making sure it meets health, safety and security requirements.

Maintain a safe, healthy, and secure working environment

National Occupational Standard

Unit Code	HSS/N9606
Unit Title	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 This OS unit applies to all Allied Health professionals working within an organised workplace
Scope	This unit covers the following: - Complying the health, safety and security requirements and procedures for Workplace - Handling any hazardous situation with safely, competently and within the limits of authority - Reporting any hazardous situation and breach in procedures to ensure a safe, healthy, secure working environment
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/ individual on the job must be able to: PC1. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements PC2. Comply with health, safety and security procedures for the workplace PC3. Report any identified breaches in health, safety, and security procedures to the designated person PC4. Identify potential hazards and breaches of safe work practices PC5. Correct any hazards that individual can deal with safely, competently and within the limits of authority PC6. Promptly and accurately report the hazards that individual is not allowed to deal with, to the relevant person and warn other people who may get affected PC7. Follow the organisation's emergency procedures promptly, calmly, and efficiently PC8. Identify and recommend opportunities for improving health, safety, and security to the designated person PC9. Complete any health and safety records legibly and accurately
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	To be competent, the user/ individual on the job needs to know and understand: KA1. The importance of health, safety, and security in the workplace KA2. The basic requirements of the health and safety and other legislations and regulations that apply to the workplace KA3. The person(s) responsible for maintaining healthy, safe, and secure workplace KA4. The relevant up-to-date information on health, safety, and security that applies to the workplace KA5. How to report the hazard KA6. The responsibilities of individual to maintain safe, healthy and secure workplace



Maintain a safe, healthy, and secure working environment

B. Technical Knowledge	To be competent, the user / individual on the job needs to know and understand: KB1. Requirements of health, safety and security in workplace KB2. How to create safety records and maintaining them KB3. The importance of being alert to health, safety, and security hazards in the work environment KB4. The common health, safety, and security hazards that affect people working in an administrative role KB5. How to identify health, safety, and security hazards KB6. The importance of warning others about hazards and how to do so until the hazard is dealt with
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	To be competent, the user/ individual on the job needs to know and understand how to: SA1. Report and record incidents
	Reading Skills
	To be competent, the user/ individual on the job needs to know and understand how to: SA2. Read and understand company policies and procedures
	Oral Communication (Listening and Speaking skills)
	To be competent, the user/ individual on the job needs to know and understand how to: SA3. Clearly report hazards and incidents with the appropriate level of urgency
B. Professional Skills	Decision Making
	To be competent, the user/ individual on the job needs to know and understand how to: SB1. Make decisions pertaining to the area of work
	Plan and Organize
	To be competent, the user / individual on the job needs to know and understand how to: SB2. Plan for safety of the work environment
	Customer Centricity
	To be competent, the user / individual on the job needs to know and understand: SB3. Communicate effectively with patients and their family, physicians, and other members of the health care team SB4. Be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern
	Problem Solving
	To be competent, the user/ individual on the job needs to know and understand how to: SB8. Identify hazards, evaluate possible solutions and suggest effective solutions



Maintain a safe, healthy, and secure working environment

	Analytical Thinking
	To be competent, the user needs to know and understand how to: SB9. Analyse the seriousness of hazards
	Critical Thinking
	To be competent, the user needs to know and understand how to: SB10. Analyse, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently

NOS Version Control

NOS Code	HSS/N9606		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16



Follow radiation safety guidelines

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an allied health professional to follow radiation safety guidelines and provide safe environment to individuals



Follow radiation safety guidelines

National Occupational Standard

Unit Code	HSS/N9608
Unit Title	Follow radiation safety guidelines
Description	This OS unit is about following radiation safety guidelines and to provide safe environment to individuals. These individuals include staff working and individuals undergoing treatment or diagnostic procedures. This is applicable to all Allied Health Professionals.
Scope	This unit/task covers the following: Following and complying with radiation safety guidelines Reference : 'The content of this National Occupational Standard is drawn from the UK Skills for Health NOS [SFHHCS3 Ensure the safety of individuals exposed to radiation within healthcare and SFHHCS4 Measure an individual's healthcare radiation exposure to minimise risk]'
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Following and complying with radiation safety guidelines	To be competent, the user/individual on the job must be able to: PC1. Confirm sources of radiation and likely type of exposure for all individuals within the work area PC2. Apply appropriate assessment methodology suitable for source, type of exposure, dose, level of risk and the recipients' exposure time PC3. Confirm that all required procedures and associated safety measures are compliant with current and relevant legislation requirements PC4. Determine and assess the appropriateness of the projected radiation dose over a suitable period of time for an individual or key staff and other personnel PC5. Record the results of the assessment accurately and in correct format, referencing any monitoring measurements taken to accepted published values to indicate conformance within accepted safety guidance limits for the procedures undertaken within the work practice PC6. Communicate and provide information, advice and guidance effectively in the appropriate medium to meet the individuals needs and preferences PC7. Report actual and potential risks from radiation, in context, to other healthcare professionals and where appropriate seek assistance and advice PC8. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, policies and protocols PC9. Confirm that all required procedures and associated safety measures are current and compliant with relevant legislation PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company /	The user/individual on the job needs to know and understand: KA5. Basic requirements of the health and safety and other legislations and regulations that apply to the organisation KA6. Person(s) responsible for health, safety, and security in the organisation KA7. Relevant up-to-date information on health, safety, and security that applies to



Follow radiation safety guidelines

organization and its processes)	the organisation KA8. Organisation's emergency procedures and responsibilities for handling hazardous situations The user/individual on the job needs to know and understand:
B. Technical Knowledge	KB1. How to communicate effectively in the appropriate medium to meet all recipients' needs in relation to radiation safety KB2. The safety principles for radiation physics including therapy and diagnostic procedures KB3. The range, type and nature of radiation and associated equipment and/or medical devices used within the relevant specialist areas and their work practices KB4. The importance of quality assuring the facilities, equipment and other resources for operational safety and monitoring each operational procedure for radiation safety in accordance with legislation and organisational requirements KB5. The range of permissible exposure limits applicable to diagnostic investigations or therapeutic interventions with radiation and/or radioactive substances within the organisation KB6. The importance and appropriate methodologies for radiation safety assessments within the organisation KB7. The importance and requirements for radiation safety requirements KB8. The importance of environmental monitoring to minimise the risk of accidental exposure to radiation and to identify if an adverse event occurs KB9. How to communicate and provide advice, guidance and information effectively in the appropriate medium to meet individuals needs and preferences for the measurement of radiation exposure KB10. The range, type and dose of radiation used within diagnostic or therapeutic activities KB11. The factors and circumstances of the working environment that contribute to radiation exposure and the importance of environmental monitoring KB12. How to undertake environmental monitoring of controlled work areas and the surrounding area, the acceptable limits and the implications and consequences of adverse results and who to inform
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Report and record incidents
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. Read and understand company policies and procedures
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA3. Report hazards and incidents clearly with the appropriate level of urgency
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Make decisions pertaining to the organisation SB2. Exhibit commitment to the organisation and exert effort and perseverance



Follow radiation safety guidelines

	Plan and Organize
	The user/individual on the job needs to know and understand how to:
	SB3. Organise files and documents
	SB4. Plan for safety of the work environment
	SB5. Recommend and implement plan of action
	Customer Centricity
	The user/individual on the job needs to know and understand:
	SB6. How to make exceptional effort to keep the environment and work place safe
	Problem Solving
	The user/individual on the job needs to know and understand how to:
	SB7. Identify hazards and suggest effective solutions to identified problems
	Analytical Thinking
	The user/individual on the job needs to know and understand how to:
	SB8. Analyse the seriousness of hazards
	Critical Thinking
	The user/individual on the job needs to know and understand how to:
	SB9. Evaluate opportunities to improve health, safety and security
	SB10. Show understanding and empathy for others

NOS Version Control

NOS Code	HSS/N9608		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
		Next review date	24/12/16



Follow biomedical waste disposal protocols

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding and skills required of an Allied Health professional to manage biomedical waste



Follow biomedical waste disposal protocols

Unit Code	HSS/N9609
Unit Title	Follow biomedical waste disposal protocols
Description	This OS unit is about the safe handling and management of health care waste. This unit applies to all Allied Health professionals.
Scope	This unit/task covers the following: Classification of the Waste Generated, Segregation of Biomedical Waste ,Proper collection and storage of Waste Reference : 'The content of this National Occupational Standard is drawn from the UK Skills for Health NOS [SFHCHS212 Disposal of clinical and non-clinical waste within healthcare and SFHCHS213 Implement an audit trail for managing waste within healthcare]'
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must be able to: PC1. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type PC2. Apply appropriate health and safety measures and standard precautions for infection prevention and control and personal protective equipment relevant to the type and category of waste PC3. Segregate the waste material from work areas in line with current legislation and organisational requirements PC4. Segregation should happen at source with proper containment, by using different color coded bins for different categories of waste PC5. Check the accuracy of the labelling that identifies the type and content of waste PC6. Confirm suitability of containers for any required course of action appropriate to the type of waste disposal PC7. Check the waste has undergone the required processes to make it safe for transport and disposal PC8. Transport the waste to the disposal site, taking into consideration its associated risks PC9. Report and deal with spillages and contamination in accordance with current legislation and procedures PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and	The user/individual on the job needs to know and understand: KA1. Basic requirements of the health and safety and other legislations and regulations that apply to the organization KA2. Person(s) responsible for health, safety, and security in the organization KA3. Relevant up-to-date information on health, safety, and security that applies to the organization KA4. Organization's emergency procedures and responsibilities for handling



Follow biomedical waste disposal protocols

its processes)	hazardous situations
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. How to categorise waste according to national, local and organisational guidelines KB2. The appropriate approved disposal routes for waste KB3. The appropriate containment or dismantling requirements for waste and how to make the waste safe for disposal KB4. The importance to adhere to the organisational and national waste management principles and procedures KB5. The hazards and risks associated with the disposal and the importance of risk assessments and how to provide these KB6. The personal protective equipment required to manage the different types of waste generated by different work activities KB7. The importance of working in a safe manner when carrying out procedures for biomedical waste management in line with local and national policies and legislation KB8. The required actions and reporting procedures for any accidents, spillages and contamination involving waste KB9. The requirements of the relevant external agencies involved in the transport and receipt of your waste KB10. The importance of segregating different types of waste and how to do this KB11. The safe methods of storage and maintaining security of waste and the permitted accumulation times KB12. The methods for transporting and monitoring waste disposal and the appropriateness of each method to a given scenario KB13. How to report any problems or delays in waste collection and whereto seek advice and guidance KB14. The importance of the organisation monitoring and obtaining an assessment of the impact the waste has on the environment KB15. The current national legislation, guidelines, local policies and protocols which affect work practice KB16. The policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Report and record incidents
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. Read and understand company policies and procedures for managing biomedical waste
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA3. Report hazards and incidents clearly with the appropriate level of urgency
B. Professional Skills	Decision Making



Follow biomedical waste disposal protocols

	The user/individual on the job needs to know and understand how to: SB1. Make decisions pertaining to the area of work SB2. Exhibit commitment to the organization and exert effort and perseverance
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB3. Organize files and documents SB4. Plan for safety of the work environment SB5. Recommend and implement plan of action
	Customer Centricity
	The user/individual on the job needs to know and understand: SB6. How to make exceptional effort to keep the environment and work place clean
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB7. Identify hazards and suggest effective solutions to identified problems of waste management
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB8. Analyse the seriousness of hazards and proper waste management
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB9. Evaluate opportunities to improve health, safety and security SB10. Show understanding and empathy for others

NOS Version Control

NOS Code	HSS/N9609		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16



Monitor and assure quality

MODERN TECHNICAL EDUCATION SOCIETY



Overview

This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health professional to monitor and assure quality



Monitor and assure quality

Unit Code	HSS/N9611
Unit Title	Monitor and assure quality
Description	This OS unit is about Assuring quality in all procedures. This unit applies to all Allied Health professionals.
Scope	This unit/task covers the following: Monitor treatment process/outcomes , Identify problems in treatment process/outcomes , Solve treatment process/outcome problems , Attend class/read publications to continue industry education , Identify needs and expectations of patient/health care professionals
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
	To be competent, the user/individual on the job must be able to: PC1. Conduct appropriate research and analysis PC2. Evaluate potential solutions thoroughly PC3. Participate in education programs which include current techniques, technology and trends pertaining to the dental industry PC4. Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly PC5. Report any identified breaches in health, safety, and security procedures to the designated person PC6. Identify and correct any hazards that he/she can deal with safely, competently and within the limits of his/her authority PC7. Promptly and accurately report any hazards that he/she is not allowed to deal with to the relevant person and warn other people who may be affected PC8. Follow the organisation's 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
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Basic requirements of the health and safety and other legislations and regulations that apply to the organisation KA2. Person(s) responsible for health, safety, and security in the organisation KA3. Relevant up-to-date information on health, safety, and security that applies to the organisation KA4. Organisation's emergency procedures and responsibilities for handling hazardous situations
B. Technical Knowledge	The user/individual on the job needs to know and understand how to: KB1. Evaluate treatment goals, process and outcomes KB2. Identify problems/deficiencies in dental hygiene treatment goals, processes and outcomes KB3. Accurately identify problems in dental hygiene care KB4. Conduct research KB5. Select and implement proper hygiene interventions KB6. Obtain informed consent KB7. Conduct an honest self-evaluation to identify personal and professional



Monitor and assure quality

	strengths and weaknesses KB8. Access and interpret medical, and scientific literature KB9. Apply human needs/motivational theory KB10. Provide thorough and efficient individualised care KB11. Employ methods to measure satisfaction
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Report and record incidents
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. Read and understand company policies and procedures
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA3. Report hazards and incidents clearly with the appropriate level of urgency
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. Make decisions pertaining to the area of work SB2. Exhibit commitment to the organisation and exert effort and perseverance
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB3. Organise files and documents SB4. Plan for safety of the work environment SB1. Recommend and implement plan of action
	Customer Centricity
	The user/individual on the job needs to know and understand: SB2. How to make exceptional effort to meet patient needs and resolve conflict to patient satisfaction
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB3. Identify hazards and suggest effective solutions to identified problems
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB4. Analyse the seriousness of hazards
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB5. Evaluate opportunities to improve health, safety and security SB6. Show understanding and empathy for others



Monitor and assure quality

NOS Version Control

NOS Code	HSS/N9611		
Credits (NSQF)	TBD	Version number	1.0
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	24/07/13
Occupation		Next review date	24/12/16


CRITERIA FOR ASSESSMENT OF TRAINEES
Job Role Operating Theatre Technician

Qualification Pack HSS/Q2601

Sector Skill Council Healthcare Sector Skill Council

Guidelines for Assessment

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 this criteria
5. To pass the Qualification Pack, every trainee should score as per assessment grid.
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

Grand Total- ₁ (Subject Domain)	400
Grand Total- ₂ (Soft Skills and Communication)	100
Grand Total- (Skills Practical and Viva)	500
Passing Marks (80% of Max. Marks)	400
Grand Total- ₁ (Subject Domain)	80
Grand Total- ₂ (Soft Skills and Communication)	20
Grand Total- (Theory)	100
Passing Marks (50% of Max. Marks)	50
Grand Total- (Skills Practical and Viva + Theory)	160



Overall Result	Criteria is to pass in both theory and practical individually. If fail in any one of them, then candidate is fail
----------------	---

Detailed Break Up of Marks		Skills Practical & Viva			
Subject Domain		Pick any 2 NOS (2 elements from each NOS each of 100 marks) each of 200 marks totalling 400			
National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks (400)	Out Of	Marks Allocation	
				Viva	Skills Practical
HSS/N 2601: Prepare and maintain operation theater	PC1. Select and wear appropriate theatre clothing in the operating theatre complex	200	30	10	20
	PC2. Clean all surfaces and equipment		20	0	10
	PC3. Liaise with relevant staff to confirm equipment requirement		10	0	10
	PC4. Check theatre list and maintain and designate re-stocked supplies as required in consultation with relevant staff		20	0	10
	PC5. Assemble equipment and check to ensure that it is complete, clean and correctly functioning		10	0	10
	PC6. Maintain a safe working area at all times and use correct manual handling techniques		10	0	10
	PC7. Transport and transfer patient safely from bed/trolley to theatre table		20	0	20
	PC8. Provide assistance during the prepping stage of patient		10	2	8
	PC9. Follow all instructions from relevant staff during theatre procedures		10	0	10
	PC10. Transport blood, pathology specimens and other items necessary using standard precautions, to support the theatre team		20	0	10
	PC11. Remove, clean and store equipment correctly at conclusion of procedure		20	10	10



	PC ₁₂ . Collect bed and other relevant equipment and transport patient from theatre to recovery room		20	0	10
	TOTAL		160	42	108
HSS/ N 26.2: Maintain equipment support in an acute care environment	PC ₁ . Consult with relevant operating team members and reference material to determine equipment required	200	30	0	30
	PC ₂ . Use basic knowledge of surgical procedures to assist and identify the needs of operating teams		40	20	20
	PC ₃ . Locate relevant equipment and check to ensure that it is complete, clean and ready for use		30	10	20
	PC ₄ . Position equipment in accordance with set up procedures		30	10	20
	PC ₅ . Notify basic equipment faults to appropriate staff according to organization policy and procedure		40	20	20
	PC ₆ . Clean and store equipment safely		30	10	20
	TOTAL				
HSS/ N 26.3: Identify and move to and maintain a sterile field	PC ₁ . Wear proper attire correctly and ensure that it conforms with hospital and enterprise policy and procedures	200	60	10	00
	PC ₂ . Follow standard infection control guidelines to reduce risk of infection		40	20	20
	PC ₃ . Move and carry out activities that are consistent with duties being performed		00	20	30
	PC ₄ . Conform with aseptic principles when moving around a sterile field		00	20	20
	TOTAL		200	70	120
HSS/ N 26.0 Manage and maintain theater equipment	PC ₁ . Identify equipment and equipment consumables required for each theatre case, referencing with the operating theatre team, operating list and surgeon preferences	200	10	7	3



PC ₁ . Set up equipment and consumables, correctly position and check in accordance with organisation policy and procedures and manufacturer's specifications	10	0	10
PC ₂ . Assemble, connect and test components as required	10	0	10
PC ₃ . Re-position equipment during theatre procedures as required	10	0	10
PC ₄ . Document the use of theatre equipment if required	10	0	10
PC ₅ . Withdraw from use and replace equipment if considered not safe for use Identify minor equipment problems	10	0	0
PC ₆ . Correct minor equipment problems are corrected	10	0	10
PC ₇ . Ensure equipment is referred to a maintenance specialist for appropriate maintenance	10	0	0
PC ₈ . Maintain maintenance log book as required by organisation policy and procedure	10	0	10
PC ₉ . Schedule equipment for maintenance according to the needs of the operating theatre	10	0	0
PC ₁₀ . Maintain communication with relevant operating theatre staff in relation to equipment maintenance	10	0	10
PC ₁₁ . Follow shut-down procedures in accordance with manufacturer's recommendations	10	2	8
PC ₁₂ . Correctly assemble and disassemble equipment as required	10	0	10
PC ₁₃ . Clean equipment in accordance with organisation policy and procedures	10	4	6
PC ₁₄ . Safely store equipment in accordance with manufacturer's recommendations	10	0	0
PC ₁₅ . Provide instruction on equipment operation to individual members of the theatre team as required by supervisor	10	2	8
PC ₁₆ . Provide in-service training on basic equipment operation as required	10	6	4
PC ₁₇ . Participate as required in team evaluations of equipment being considered for potential purchase	10	0	10



	PC ₁₉ . Assess equipment from a theatre technician's perspective		10	3	7
	PC ₂₀ . Provide advice to the team evaluation as required		10	0	10
			200	44	106
HSS/N 26.6: Prepare patient for operative procedures	PC ₁ . Use personal protective equipment correctly		10	0	0
	PC ₂ . Prepare patients as required		10	7	3
	PC ₃ . Safely detach equipment when no longer required with minimum risk of damage to patient, staff or equipment		10	0	10
	PC ₄ . Safely store equipment in accordance with manufacturer's recommendations, or prepare ready for re-use		10	0	10
	PC ₅ . Follow established procedures if equipment is found to be faulty		10	6	4
	PC ₆ . Identify correct operating table and table orientation before patient is transferred		10	0	10
	PC ₇ . Inform relevant personnel of actions to be performed		10	0	10
	PC ₈ . Detach equipment not required		10	0	10
	PC ₉ . Safely and correctly adjust equipment attached to patient during transfer	200	0	0	0
	PC ₁₀ . Maintain a safe working area and clear passage at all times and follow correct manual handling procedures		10	0	10
	PC ₁₁ . Minimise patient discomfort		0	0	0
	PC ₁₂ . Re-connect and position equipment once transfer is completed		10	0	10
	PC ₁₃ . Maintain patient's dignity before, during and after transfer		10	0	10
	PC ₁₄ . Inform patient of positioning procedure, reassure and seek co-operation as required		0	0	0
	PC ₁₅ . Ensure relevant equipment is available and correctly positioned		10	0	10
	PC ₁₆ . Take into account individual patient needs and confirm with relevant personnel		10	4	6



	PC ₁₇ . Protect patient from injury during positioning procedures		0	3	2
	PC ₁₈ . Follow correct manual handling procedures and seek assistance if required		10	6	4
	PC ₁₉ . Safely position patient to meet the requirements of the anaesthetist and surgeon		10	0	0
	PC ₂₀ . Seek confirmation of correct position from anaesthetist and surgeon		10	6	4
	PC ₂₁ . Hold patient in correct position as required by anaesthetist and surgeon		10	7	3
			10	0	10
			PC ₂₂ . Maintain patient's dignity		200
TOTAL					
HSS/N _{11.7} Provide intra-operative equipment and technical support	PC ₁ . Observe equipment to ensure correct operation	200	0	2	3
	PC ₂ . Switch on warning devices and ensure that it is registering that the equipment is safe		0	3	2
	PC ₃ . Ensure gas, electrical, vacuum supplies are adequate for procedure at hand and/or back-up		10	0	0
	PC ₄ . Observe equipment whilst in use and, if a fault develops, take immediate action to avoid danger to patients, staff and equipment		10	4	6
	PC ₅ . Follow established procedures to rectify faulty equipment		10	0	0
	PC ₆ . Use personal protective equipment		10	4	6
	PC ₇ . Select appropriate patient attachments and ensure equipment is attached safely and securely to appropriate sites		10	4	6
	PC ₈ . Re-position patient attachments during theatre procedures as required		10	6	4
	PC ₉ . Safely detach patient attachments when no longer required with minimum risk of damage to patient, staff or equipment		10	0	0
	PC ₁₀ . Provide counter-traction during orthopaedic and plastic procedures and manipulations as directed		10	2	8



	PC ₁₁ . Select correct irrigation for operative procedure under the guidance of the surgical medical staff in correct sequence as required PC ₁₂ . Check irrigation type, sterile integrity and expiry date		10	3	7
			10	0	0
	PC ₁₃ . Connect irrigation to sterile giving set using correct aseptic techniques		10	6	4
	PC ₁₄ . Change irrigation using aseptic techniques		10	0	10
	PC ₁₅ . Communicate the volume, type and number of irrigation bags to scout nurse		10	0	10
	PC ₁₆ . Dispose of used bags /giving sets according to organisational policy and procedures		10	0	10
	PC ₁₇ . Turn on/off surgical equipment under the guidance of medical staff and within manufacturers guidelines		0	0	0
	PC ₁₈ . Connect surgical equipment to electrical, vacuum, gas supply as required, and in accordance with standard operating procedures		10	0	10
	PC ₁₉ . Adjust surgical equipment settings to suit the surgical medical staff and in consultation with anaesthetic medical staff as required and within manufacturers guidelines		10	0	10
	PC ₂₀ . Communicate readings to surgical /anaesthetic medical staff as required		10	2	8
	PC ₂₁ . Communicate alarms /warnings, abnormal readings and equipment usage times to medical staff as required		0	0	0
	PC ₂₂ . Use aseptic techniques to pass sterile equipment /lines from the surgical team and connect to surgical equipment		0	0	0
	PC ₂₃ . Disconnect /reconnect surgical equipment, move and adjust during medical emergencies, repositioning of patient and/or change of surgical procedure under the guidance of medical and nursing staff		0	0	0
	TOTAL		200	06	144



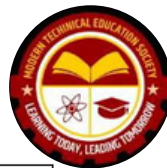
HSS/N 26.8: Assist anaesthetist in handling emergencies outside of OT Room	PC1. Prepare emergency kit to handle areas outside OT Room	200	30	10	20
	Ensure that written policies must be in place to ensure necessary personnel, equipment, and procedures to handle medical and other emergencies that may arise in connection with services provided		10	0	10
	Ensure observation and monitoring of the patient's condition is sufficient to identify emergencies as soon as they occur		20	10	10
	PC2. Ensure any sign or symptoms of a clinical emergency is identified correctly and reported to the appropriate clinician		30	20	10
	PC3. Ensure the priorities for the patient's care are identified promptly and accurately and appropriate action is taken immediately		30	10	20
	PC4. Ensure the patient's vital functions are maintained pending attendance of medical staff and during interventions		10	0	0
	PC5. Ensure the relevant items of equipment are obtained promptly, prepared correctly for use and made available to the appropriate clinician		30	10	20
	PC6. Go along with Anaesthesia Kit		20	0	20
	PC7. Assist in intervention pain management, nerve management		20	0	10
	TOTAL		200	70	130
HSS/N 26.9: Manage hazardous waste	PC1. Coordinate the hazardous waste management program	200	40	10	30
	PC2. Provide technical assistance and support		20	10	10
	PC3. Collect and dispose of chemical hazardous waste		40	10	30
	PC4. Properly identify, segregate, handle, label, and store waste		40	20	20
	PC5. Ensure that all waste packaging, handling, and storage containers are free from contamination and physical hazards prior to removal from the work area		30	10	20
	PC6. Segregate waste streams for proper waste disposal		30	0	20



	TOTAL		200	70	130
Follow radiation safety guidelines	PC1. Confirm sources of radiation and likely type of exposure for all individuals within the work area	200	20	10	0
	PC2. Apply appropriate assessment methodology suitable for source, type of exposure, dose, level of risk and the recipients' exposure time PC3. Confirm that all required		30	20	10
	procedures and associated safety measures are compliant with current and relevant legislation requirements		20	10	0
	PC4. Determine and assess the appropriateness of the projected radiation dose over a suitable period of time for an individual or key staff and other personnel		30	20	10
	PC5. Record the results of the assessment accurately and in correct format, referencing any monitoring measurements taken		20	10	10
	accepted published values to indicate conformance within accepted safety guidance limits for the procedures undertaken within the work practice		20	10	10
	PC6. Communicate and provide information, advice and guidance effectively in the appropriate medium to meet the individuals needs and preferences		20	0	10
	PC7. Report actual and potential risks from radiation, in context, to other healthcare professionals and where appropriate seek assistance and advice		10	0	0
	PC8. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, policies and protocols		10	0	0
	PC9. Confirm that all required procedures and associated safety measures are current and compliant with relevant legislation		20	0	10



	PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols		20	10	10
			200	100	100
A. HSS/N 9610 (Follow infection control policies and procedures)	PC1. Perform the standard precautions to prevent the spread of infection in accordance with organisation requirements PC2. Perform the additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection PC3. Minimise contamination of materials, equipment and instruments by aerosols and splatter	200	0	0	0
	PC4. Identify infection risks and implement an appropriate response within own role and responsibility		0	0	0
	PC5. Document and report activities and tasks that put patients and /or other workers at risk		20	10	10
	PC6. Respond appropriately to situations that pose an infection risk in accordance with the policies and procedures of the organization		0	0	0
	PC7. Follow procedures for risk control and risk containment for specific risks		0	0	0
	PC8. Follow protocols for care following exposure to blood or other body fluids as required		10	0	10
	PC9. Place appropriate signs when and where appropriate		10	0	10
	PC10. Remove spills in accordance with the policies and procedures of the organization		20	10	10
	PC11. Maintain hand hygiene by washing hands before and after patient contact and /or after any activity likely to cause contamination		0	0	0
	PC12. Follow hand washing procedures		0	0	0
	PC13. Implement hand care procedures		0	0	0
	PC14. Cover cuts and abrasions with water-proof dressings and change as necessary		0	0	0
			0	0	0
			0	0	0



	PC ₁₅ . Wear personal protective clothing and equipment that complies with Indian Standards, and is appropriate for the intended use		0	1	0
	PC ₁₆ . Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact		0	1	0
	PC ₁₇ . Demarcate and maintain clean and contaminated zones in all aspects of health care work				
	PC ₁₈ . Confine records, materials and medicaments to a well-designated clean zone				
	PC ₁₉ . Confine contaminated instruments and equipment to a well-designated contaminated zone		20	10	10
	PC ₂₀ . Wear appropriate personal protective clothing and equipment in accordance with occupational health and safety policies and procedures when handling waste				
	PC ₂₁ . Separate waste at the point where it has been generated and dispose of into waste containers that are colour coded and identified		0	1	0
	PC ₂₂ . Store clinical or related waste in an area that is accessible only to authorised persons		0	1	0
	PC ₂₃ . Handle, package, label, store, transport and dispose of waste appropriately to minimise potential for contact with the waste and to reduce the risk to the environment from accidental release		0	0	1
	PC ₂₄ . Dispose of waste safely in accordance with policies and procedures of the organisation and legislative requirements		0	1	0
	PC ₂₅ . Wear personal protective clothing and equipment during cleaning procedures		0	0	1
	PC ₂₆ . Remove all dust, dirt and physical debris from work surfaces		0	0	1
	PC ₂₇ . Clean all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled		0	1	0
			0	1	0



	PC _{1.8} . Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilisation protocols PC _{1.9} . Dry all work surfaces before and after use		0	0	0
	PC _{1.10} . Replace surface covers where applicable		0	0	0
	PC _{1.11} . Maintain and store cleaning equipment		0	0	0
			0	0	0
			200	00	140
Grand Total-1 (Subject Domain)		400			
Soft Skills and Communication		Pick one field from part 1 randomly and pick one field from part 2 as per NOS of subject domain picked each carrying 00 marks totalling 100			
National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks (100)	Out Of	Marks Allocation	
				Viva	Observation / Role Play
Part 1 (Pick one field randomly carrying 00 marks)					
1. Attitude					
HSS/N 9603 (Act within the limits of one's competence and authority)	PC ₁ . Adhere to legislation, protocols and guidelines relevant to one's role and field of practice	00	0	1	4
	PC ₂ . Work within organisational systems and requirements as appropriate to one's role		0	2	3
	PC ₃ . Recognise the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority		10	0	0
	PC ₄ . Maintain competence within one's role and field of practice		0	2	3
	PC ₅ . Use relevant research based protocols and guidelines as evidence to inform one's practice		0	2	3
	PC ₆ . Promote and demonstrate good practice as an individual and as a team member at all times		0	2	3
	PC ₇ . Identify and manage potential and actual risks to the quality and safety of practice		0	3	2
			10	0	0



	PC ₁ . Evaluate and reflect on the quality of one's work and make continuing improvements		0	2	3
			00	22	28
Attitude Total		00			
2. Work Management					
HSS/N 9602 (Ensure availability of medical and diagnostic supplies)	PC ₁ . Maintain adequate supplies of medical and diagnostic supplies		0	0	0
	PC ₂ . Arrive at actual demand as accurately as possible		0	3	2
	PC ₃ . Anticipate future demand based on internal, external and other contributing factors as accurately as possible	20	10	0	0
	PC ₄ . Handle situations of stock-outs or unavailability of stocks without compromising health needs of patients / individuals		0	0	0
			20	18	7
HSS/N 9605: Manage work to meet requirements	PC ₁ . Clearly establish, agree, and record the work requirements		0	0	0
	PC ₂ . Utilise time effectively		0	0	0
	PC ₃ . Ensure his / her work meets the agreed requirements	20	0	2	3
	PC ₄ . Treat confidential information correctly		0	2	3
	PC ₅ . Work in line with the organisation's procedures and policies and within the limits of his / her job role		0	3	2
			20	7	18
Work Management Total		00			
Part 2 (Pick one field as per NOS marked carrying 00 marks)					
1. Team Work					
HSS/N 9608 (Work effectively with others)	PC ₁ . Communicate with other people clearly and effectively		3	0	3
	PC ₂ . Integrate one's work with other people's work effectively		3	0	3
	PC ₃ . Pass on essential information to other people on timely basis		3	0	3
	PC ₄ . Work in a way that shows respect for other people		3	0	3
	PC ₅ . Carry out any commitments made to other people	00	6	6	0
	PC ₆ . Reason out the failure to fulfil commitment		6	6	0



	PCv. Identify any problems with team members and other people and take the initiative to solve these problems		16	8	8
	PCλ. Follow the organisation's policies and procedures		10	5	6
			50	23	26
2. Safety management					
HSS/N 9606 (Maintain a safe, healthy, and secure working environment)	PCγ. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements	50	6	2	8
	PCτ. Comply with health, safety and security procedures for the workplace		8	0	8
	PCτ. Report any identified breaches in health, safety, and security procedures to the designated person		8	3	1
	PCε. Identify potential hazards and breaches of safe work practices		6	8	2
	PCθ. Correct any hazards that individual can deal with safely, competently and within the limits of authority		6	8	2
	PCτ. Promptly and accurately report the hazards that individual is not allowed to deal with, to the relevant person and warn other people who may get affected		6	8	2
	PCv. Follow the organisation's emergency procedures promptly, calmly, and efficiently		6	2	8
	PCλ. Identify and recommend opportunities for improving health, safety, and security to the designated person		6	8	2
	PCα. Complete any health and safety records legibly and accurately		6	2	8
			50	20	20
3. Waste Management					
HSS/N 9609 (Follow biomedical waste disposal protocols)	PCγ. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type	50	6	2	8



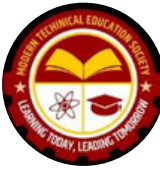
	PC ₁ . Apply appropriate health and safety measures and standard precautions for infection prevention and control and personal protective equipment relevant to the type and category of waste PC ₂ . Segregate the waste material from work areas in line with current legislation and organisational requirements		Α	Ξ	Ξ
	PC ₃ . Segregation should happen at source with proper containment, by using different colour coded bins for different categories of waste		Ξ	•	Ξ
	PC ₄ . Check the accuracy of the labelling that identifies the type and content of waste		Α	Ξ	Ξ
	PC ₅ . Confirm suitability of containers for any required course of action appropriate to the type of waste disposal		Ξ	Υ	Υ
	PC ₆ . Check the waste has undergone the required processes to make it safe for transport and disposal		Ξ	Ξ	•
	PC ₇ . Transport the waste to the disposal site, taking into consideration its associated risks		Ξ	Ξ	•
	PC ₈ . Report and deal with spillages and contamination in accordance with current legislation and procedures		Ξ	Ξ	•
	PC ₉ . Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols		Ξ	Ξ	•
			Ξ	Ξ	•
			••	³²	18
ε. Quality Assurance					
HSS/N 96111: Monitor and assure quality	PC ₁ . Conduct appropriate research and analysis	••	6	Υ	Ξ
	PC ₂ . Evaluate potential solutions thoroughly		Α	Ξ	Ξ
	PC ₃ . Participate in education programs which include current techniques, technology and trends pertaining to the dental industry		Ξ	•	Ξ
	PC ₄ . Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly		Α	Ξ	Ξ



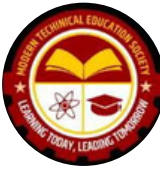
	PC ₀ . Report any identified breaches in health, safety, and security procedures to the designated person		ξ	γ	γ
	PC ₁ . Identify and correct any hazards that he /she can deal with safely, competently and within the limits of his /her authority		ξ	ξ	•
	PC ₂ . Promptly and accurately report any hazards that he /she is not allowed to deal with to the relevant person and warn other people who may be affected		ξ	ξ	•
	PC ₃ . Follow the organisation's emergency procedures promptly, calmly, and efficiently		ξ	ξ	•
	PC ₄ . Identify and recommend opportunities for improving health, safety, and security to the designated person		ξ	ξ	•
	PC ₅ . Complete any health and safety records legibly and accurately		ξ	ξ	•
			50	32	18
Detailed Break Up of Marks					
Subject Domain			Theory		
			Select each NOS each carrying different marks totalling 80		
National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks (80)	Marks Allocation		
			Theory		
HSS / N 16.1: Prepare and maintain operation theatre	PC ₁ . Select and wear appropriate theatre clothing in the operating theatre complex	ξ	ξ		
	PC ₂ . Clean all surfaces and equipment				
	PC ₃ . Liaise with relevant staff to confirm equipment requirement				
	PC ₄ . Check theatre list and maintain and designate re-stocked supplies as required in consultation with relevant staff				
	PC ₅ . Assemble equipment and check to ensure that it is complete, clean and correctly functioning				



	PC ₁ . Maintain a safe working area at all times and use correct manual handling techniques PC ₅ . Transport and transfer patient safely from bed /trolley to theatre table PC ₈ . Provide assistance during the prepping stage of patient PC ₉ . Follow all instructions from relevant staff during theatre procedures PC ₁₀ . Transport blood, pathology specimens and other items necessary using standard precautions, to support the theatre team PC ₁₁ . Remove, clean and store equipment correctly at conclusion of procedure PC ₁₂ . Collect bed and other relevant equipment and transport patient from theatre to recovery room PC ₁₃ . Consult with relevant operating team members and reference material to determine equipment required		
2. HSS/N 2022: Prepare the patient and the room for the procedure	PC ₂ . Use basic knowledge of surgical procedures to assist and identify the needs of operating teams PC ₇ . Locate relevant equipment and check to ensure that it is complete, clean and ready for use PC ₃ . Position equipment in accordance with set up procedures PC ₆ . Notify basic equipment faults to appropriate staff according to organization policy and procedure PC ₄ . Clean and store equipment safely	ξ	ξ
HSS/N 2103: Identify and move to maintain a sterile field	PC ₁ . Wear proper attire correctly and ensure that it conforms with hospital and enterprise policy and procedures PC ₂ . Follow standard infection control guidelines to reduce risk of infection PC ₇ . Move and carry out activities that are consistent with duties being performed PC ₃ . Conform with aseptic principles when moving around a sterile field	ξ	ξ



HSS/N 21.0: Manage and maintain theater equipment	PC1. Identify equipment and equipment consumables required for each theatre case, referencing with the operating theatre team, operating list and surgeon preferences PC2. Set up equipment and consumables, correctly position and check in accordance with organisation policy and procedures and manufacturer's specifications	A	A
	PC3. Assemble, connect and test components as required		
	PC4. Re-position equipment during theatre procedures as required		
	PC5. Document the use of theatre equipment if required PC6. Withdraw from use and replace equipment if considered not safe for use Identify minor equipment problems		
	PC7. Correct minor equipment problems are corrected		
	PC8. Ensure equipment is referred to a maintenance specialist for appropriate maintenance		
	PC9. Maintain maintenance log book as required by organisation policy and procedure		
	PC10. Schedule equipment for maintenance according to the needs of the operating theatre		
	PC11. Maintain communication with relevant operating theatre staff in relation to equipment maintenance		
	PC12. Follow shut-down procedures in accordance with manufacturer's recommendations		
	PC13. Correctly assemble and disassemble equipment as required		
	PC14. Clean equipment in accordance with organisation policy and procedures		
	PC15. Safely store equipment in accordance with manufacturer's recommendations		
	PC16. Provide instruction on equipment operation to individual members of the theatre team as required by supervisor		
	PC17. Provide in-service training on basic equipment operation as required		
	PC18. Participate as required in team evaluations of equipment being considered for potential purchase		
	PC19. Assess equipment from a theatre technician's perspective		
	PC20. Provide advice to the team evaluation as required		
	PC21. Use personal protective equipment correctly		
HSS/N 21.1: Prepare patient for operative		10	10



procedures	PC₂. Prepare patients as required PC₃. Safely detach equipment when no longer required with minimum risk of damage to patient, staff or equipment PC₄. Safely store equipment in accordance with manufacturer's recommendations, or prepare ready for re-use PC₅. Follow established procedures if equipment is found to be faulty PC₆. Identify correct operating table and table orientation before patient is transferred PC₇. Inform relevant personnel of actions to be performed PC₈. Detach equipment not required PC₉. Safely and correctly adjust equipment attached to patient during transfer PC₁₀. Maintain a safe working area and clear passage at all times and follow correct manual handling procedures PC₁₁. Minimise patient discomfort PC₁₂. Re-connect and position equipment once transfer is completed PC₁₃. Maintain patient's dignity before, during and after transfer PC₁₄. Inform patient of positioning procedure, reassure and seek co-operation as required PC₁₅. Ensure relevant equipment is available and correctly positioned PC₁₆. Take into account individual patient needs and confirm with relevant personnel PC₁₇. Protect patient from injury during positioning procedures PC₁₈. Follow correct manual handling procedures and seek assistance if required PC₁₉. Safely position patient to meet the requirements of the anaesthetist and surgeon PC₂₀. Seek confirmation of correct position from anaesthetist and surgeon PC₂₁. Hold patient in correct position as required by anaesthetist and surgeon PC₂₂. Observe equipment to ensure correct operation PC₂₃. Switch on warning devices and ensure that it is registering that the equipment is safe PC₂₄. Ensure gas, electrical, vacuum supplies are adequate for procedure at hand and /or back-up supply is available		
HSS / N 26.7 Provide intra-operative equipment and technical support		10	10



	PC _ε . Observe equipment whilst in use and, if a fault develops, take immediate action to avoid danger to patients, staff and equipment PC _ο . Follow established procedures to rectify faulty equipment		
	PC _ι . Use personal protective equipment		
	PC _ν . Select appropriate patient attachments and ensure equipment is attached safely and securely to appropriate sites PC _λ . Re-position patient attachments during theatre procedures as required		
	PC _ϑ . Safely detach patient attachments when no longer required with minimum risk of damage to patient, staff or equipment		
	PC _{ιο} . Provide counter-traction during orthopaedic and plastic procedures and manipulations as directed		
	PC _{ιι} . Select correct irrigation for operative procedure under the guidance of the surgical medical staff in correct sequence as required		
	PC _{ιϑ} . Check irrigation type, sterile integrity and expiry date		
	PC _{ιϑ} . Connect irrigation to sterile giving set using correct aseptic techniques		
	PC _{ιϑ} . Change irrigation using aseptic techniques		
	PC _{ιο} . Communicate the volume, type and number of irrigation bags to scout nurse		
	PC _{ιι} . Dispose of used bags/giving sets according to organisational policy and procedures		
	PC _{ιν} . Turn on/off surgical equipment under the guidance of medical staff and within manufacturers guidelines		
	PC _{ιλ} . Connect surgical equipment to electrical, vacuum, gas supply as required, and in accordance with standard operating procedures		



	PC₁₉. Adjust surgical equipment settings to suit the surgical medical staff and in consultation with anaesthetic medical staff as required and within manufacturers guidelines PC₂₀. Communicate readings to surgical /anaesthetic medical staff as required PC₂₁. Communicate alarms/warnings, abnormal readings and equipment usage times to medical staff as required PC₂₂. Use aseptic techniques to pass sterile equipment /lines from the surgical team and connect to surgical equipment PC₂₃. Disconnect /reconnect surgical equipment, move and adjust during medical emergencies, repositioning of patient and /or change of surgical procedure under the guidance of medical and nursing staff		
HSS/N _{26.8} : Assist anaesthetist in handling emergencies outside of OT Room	PC₁. Prepare emergency kit to handle areas outside OT Room PC₂. Ensure that written policies must be in place to ensure necessary personnel, equipment, and procedures to handle medical and other emergencies that may arise in connection with services provided PC₃. Ensure observation and monitoring of the patients condition is sufficient to identify emergencies as soon as they occur PC₄. Ensure any signs or symptoms of a clinical emergency is identified correctly and reported to the appropriate clinician PC₅. Ensure the priorities for the patients care are identified promptly and accurately and appropriate action is taken immediately PC₆. Ensure the patients vital functions are maintained pending attendance of medical staff and during interventions PC₇. Ensure the relevant items of equipment are obtained promptly, prepared correctly for use and made available to the appropriate clinician PC₈. Go along with Anaesthesia Kit PC₉. Assist in intervention pain management, nerve	10	10
HSS/N _{26.9} : Manage hazardous waste	management PC₁. Coordinate the hazardous waste management program PC₂. Provide technical assistance and support	10	10



	<i>Qualifications Pack For Operating Theatre Technician</i> PCr. Collect and dispose chemical hazardous waste PCs. Properly identify, segregate, handle, label, and store waste PCo. Ensure that all waste packaging, handling, and storage containers are free from contamination and physical hazards prior to removal from the work area PCv. Segregate waste streams for proper waste disposal		
v. HSS/N 4608: Follow radiation safety guidelines	PCv. Confirm sources of radiation and likely type of exposure for all individuals within the work area PCr. Apply appropriate assessment methodology suitable for source, type of exposure, dose, level of risk and the recipients' exposure time PCr. Confirm that all required procedures and associated safety measures are compliant with current and relevant legislation requirements PCs. Determine and assess the appropriateness of the projected radiation dose over a suitable period of time for an individual or key staff and other personnel PCo. Record the results of the assessment accurately and in correct format, referencing any monitoring measurements taken to accepted published values to indicate conformance within accepted safety guidance limits for the procedures undertaken within the work practice PCv. Communicate and provide information, advice and guidance effectively in the appropriate medium to meet the individuals needs and preferences PCv. Report actual and potential risks from radiation, in context, to other healthcare professionals and where appropriate seek assistance and advice	ξ	ξ



	PC_{1.1}. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, policies and protocols PC_{1.2}. Confirm that all required procedures and associated safety measures are current and compliant with relevant legislation PC_{1.3}. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols		
1. HSS / N 9110 (Follow infection control policies and procedures)	PC_{2.1}. Perform the standard precautions to prevent the spread of infection in accordance with organisation requirements PC_{2.2}. Perform the additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection PC_{2.3}. Minimise contamination of materials, equipment and instruments by aerosols and splatter PC_{2.4}. Identify infection risks and implement an appropriate response within own role and responsibility PC_{2.5}. Document and report activities and tasks that put patients and /or other workers at risk PC_{2.6}. Respond appropriately to situations that pose an infection risk in accordance with the policies and procedures of the organization PC_{2.7}. Follow procedures for risk control and risk containment for specific risks PC_{2.8}. Follow protocols for care following exposure to blood or other body fluids as required PC_{2.9}. Place appropriate signs when and where appropriate PC_{2.10}. Remove spills in accordance with the policies and procedures of the organization	11	11



	PC ₁₁ . Maintain hand hygiene by washing hands before and after patient contact and /or after any activity likely to cause contamination		
	PC ₁₂ . Follow hand washing procedures		
	PC ₁₃ . Implement hand care procedures		
	PC ₁₄ . Cover cuts and abrasions with water-proof dressings and change as necessary		
	PC ₁₅ . Wear personal protective clothing and equipment that complies with Indian Standards, and is appropriate for the intended use		
	PC ₁₆ . Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate.		
	after each patient contact		
	PC ₁₇ . Demarcate and maintain clean and contaminated zones in all aspects of health care work		
	PC ₁₈ . Confine records, materials and medicaments to a well-designated clean zone		
	PC ₁₉ . Confine contaminated instruments and equipment to a well-designated contaminated zone		
	PC ₂₀ . Wear appropriate personal protective clothing and equipment in accordance with occupational health and safety policies and procedures when handling waste		
	PC ₂₁ . <u>Separate waste at the point where it has been generated and dispose of into waste containers that are colour coded and identified</u>		
	PC ₂₂ . Store clinical or related waste in an area that is accessible only to authorised persons PC ₂₃ . Handle, package, label, store, transport and dispose of waste appropriately to minimise potential for contact with the waste and to reduce the risk to the environment from accidental release		
	PC ₂₄ . Dispose of waste safely in accordance with policies and procedures of the organisation and legislative requirements		



	PC₂₀. Wear personal protective clothing and equipment during cleaning procedures PC₂₁. Remove all dust, dirt and physical debris from work surfaces PC₂₂. Clean all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled PC₂₃. Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilisation protocols PC₂₄. Dry all work surfaces before and after use PC₂₅. Replace surface covers where applicable PC₂₆. Maintain and store cleaning equipment		
Grand Total-1 (Subject Domain)		80	80
Soft Skills and Communication		Select each part each carrying 10 marks totalling 20	
National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks (20)	Marks Allocation
			Theory
Part 1 (Pick one field randomly carrying 20 marks)			
1. Attitude			
HSS/N 96.03 (Act within the limits of one's competence and authority)	PC ₁ . Adhere to legislation, protocols and guidelines relevant to one's role and field of practice	20	20
	PC ₂ . Work within organisational systems and requirements as appropriate to one's role		
	PC ₃ . Recognise the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority		



	PC ₁ . Maintain competence within one's role and field of practice		
	PC ₂ . Use relevant research based protocols and guidelines as evidence to inform one's practice		
	PC ₃ . Promote and demonstrate good practice as an individual and as a team member at all times		
	PC ₄ . Identify and manage potential and actual risks to the quality and safety of practice		
	PC ₅ . Evaluate and reflect on the quality of one's work and make continuing improvements		
	Total		3
Attitude Total			
2. Work Management			
HSS/N 4602 (Ensure availability of medical and diagnostic supplies)	PC ₁ . Maintain adequate supplies of medical and diagnostic supplies	2	2
	PC ₂ . Arrive at actual demand as accurately as possible		
	PC ₃ . Anticipate future demand based on internal, external and other contributing factors as accurately possible		
	PC ₄ . Handle situations of stock-outs or unavailability of stocks without compromising health needs of patients / individuals		
HSS/N 4605: Manage work to meet requirements	PC ₁ . Clearly establish, agree, and record the work requirements	2	2
	PC ₂ . Utilise time effectively		
	PC ₃ . Ensure his /her work meets the agreed requirements		
	PC ₄ . Treat confidential information correctly		
	PC ₅ . Work in line with the organisation's procedures and policies and within the limits of his /her job role		
	Total	4	
Part 1 Total			
Part 2 (Pick one field as per NOS marked carrying 50 marks)			
1. Team Work (Evaluate with NOS: HSS/N / 4304, 4305, 4306, 4307)			



2. Safety management (Evaluate with NOS: HSS /N /0301, 0302, 0303, 0409, 9610)			
HSS /N 9606 (Maintain a safe, healthy, and secure working environment)	PC1. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements	3	3
	PC2. Comply with health, safety and security procedures for the workplace		
	PC3. Report any identified breaches in health, safety, and security procedures to the designated person		
	PC4. Identify potential hazards and breaches of safe work practices		
	PC5. Correct any hazards that individual can deal with safely, competently and within the limits of authority		
	PC6. Promptly and accurately report the hazards that individual is not allowed to deal with, to the relevant person and warn other people who may get affected		
	PC7. Follow the organisation's emergency procedures promptly, calmly, and efficiently		
	PC8. Identify and recommend opportunities for improving health, safety, and security to the designated person		
	PC9. Complete any health and safety records legibly and accurately		
HSS /N 9608 (Work effectively with others)	PC1. Communicate with other people clearly and effectively	3	3
	PC2. Integrate one's work with other people's work effectively		
	PC3. Pass on essential information to other people on timely basis		
	PC4. Work in a way that shows respect for other people		
	PC5. Carry out any commitments made to other people		
	PC6. Reason out the failure to fulfil commitment		
	PC7. Identify any problems with team members and other people and take the initiative to solve these problems		
	PC8. Follow the organisation's policies and procedures		
Total		3	3
3. Waste Management (Evaluate with NOS: HSS /N /0105, 0108, 0114, 0115)			



HSS/N 9609 (Follow biomedical waste disposal protocols)	PC1. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type	0	0
	PC2. Apply appropriate health and safety measures and standard precautions for infection prevention and control and personal protective equipment relevant to the type and category of waste		
	PC3. Segregate the waste material from work areas in line with current legislation and organisational requirements		
	PC4. Segregation should happen at source with proper containment, by using different colour coded bins for different categories of waste		
	PC5. Check the accuracy of the labelling that identifies the type and content of waste		
	PC6. Confirm suitability of containers for any required course of action appropriate to the type of waste disposal		
	PC7. Check the waste has undergone the required processes to make it safe for transport and disposal		
	PC8. Transport the waste to the disposal site, taking into consideration its associated risks		
	PC9. Report and deal with spillages and contamination in accordance with current legislation and procedures		
	PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols		
	Total		
ε. Quality Assurance			
HSS/N 9611: Monitor and assure quality	PC1. Conduct appropriate research and analysis	2	2
	PC2. Evaluate potential solutions thoroughly		



	PC ₂ . Participate in education programs which include current techniques, technology and trends pertaining to the dental industry		
	PC ₃ . Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly		
	PC ₄ . Report any identified breaches in health, safety, and security procedures to the designated person		
	PC ₅ . Identify and correct any hazards that he /she can deal with safely, competently and within the limits of his /her authority		
	PC ₆ . Promptly and accurately report any hazards that he /she is not allowed to deal with to the relevant person and warn other people who may be affected		
	PC ₇ . Follow the organisation's emergency procedures promptly, calmly, and efficiently		
	PC ₈ . Identify and recommend opportunities for improving health, safety, and security to the designated person		
	PC ₉ . Complete any health and safety records legibly and accurately		
Part 2 Total Grand	10		
Total-2 (Soft Skills and Communication)			20