

## 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

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## Introduction

### Qualifications Pack- Dialysis Technician

**SECTOR:** HEALTH

**SUB-SECTOR:** Allied Health & Paramedics

**OCCUPATION:** DIALYSIS TECHNICIAN

**REFERENCE ID:** HSS/ Q 2701

**NCO No :** 3211.50

**Dialysis Technician:** also referred to as renal dialysis technicians, hemodialysis technicians, or nephrology technicians.

**Brief Job Description:** Dialysis Technician operates machines and perform dialysis on patients with acute or chronic kidney failure. They work under the supervision of physicians and nurses, primarily in hospitals, clinics, dialysis centers/facilities, nursing homes, assisted living facilities, and long term care facilities. They are responsible for the operation, cleaning, and sterilisation of the dialysis machines. Dialysis Technicians give patients important medical, technical, social, emotional support and also provide vital information on patient conditions to nurses, doctors, and other medical staff.

**Personal Attributes:** This job requires the individual to work in collaboration with Doctors ,nurses and other healthcare providers. They must have good communication skills to accurately report and document findings/results of their patients. They should be sensitive to the needs of the patient and be able to establish a good rapport with them.

Job Details	<b>Qualifications Pack Code</b>	<b>HSS/ Q 2701</b>		
	<b>Job Role</b>	<b>Dialysis Technician</b>		
	<b>Credits(NVEQF/NVQF/NSQF)</b>	<b>4</b>	<b>Version number</b>	<b>1</b>
	<b>Industry</b>	<b>Health</b>	<b>Drafted on</b>	<b>12/05/13</b>
	<b>Sub-sector</b>	<b>Allied Health &amp; Paramedics</b>	<b>Last reviewed on</b>	<b>22/05/13</b>
	<b>Occupation</b>	<b>Dialysis Technician</b>	<b>Next review date</b>	<b>22/05/15</b>
	<b>Job Role</b>	<b>Dialysis Technician</b>		
	<b>Role Description</b>	Operate machines and perform dialysis on patients with acute or chronic kidney failure. They are responsible for the operation, cleaning, and sterilisation of the dialysis machines.		
	<b>NVEQF/NVQF level</b>	4		
	<b>Minimum Educational Qualifications</b>	Class XII in Science		
<b>Maximum Educational Qualifications</b>	Not Applicable			
<b>Training</b> (Suggested but not mandatory)	Relevant professional qualification			
<b>Experience</b>	Not Applicable			

<p><b>Occupational Standards (OS)</b></p>	<p><b>Compulsory:</b></p> <p>HSS / N 2701 : <a href="#">Collect and assess the patient’s chart and vitals</a></p> <p>HSS / N 2702 : <a href="#">Manage dialysis machine set up and assemble the extracorporeal circuit</a></p> <p>HSS / N 2703 : <a href="#">Prepare and position the patient for treatment</a></p> <p>HSS / N 2704 : <a href="#">Connect patient to the dialysis machine</a></p> <p>HSS / N 2705 : <a href="#">Monitor technical/ clinical vitals during the treatment</a></p> <p>HSS / N 2706 : <a href="#">Unhook patient from the machine</a></p> <p>HSS / N 2707 : <a href="#">Record the treatment</a></p> <p>HSS / N 2708 : <a href="#">Conduct pre and post dialysis evaluation</a></p> <p>HSS / N 2709 : <a href="#">Maintain and disinfect the delivery system</a></p> <p>HSS / N 2710 : <a href="#">Evaluate and prepare the access site for cannulation</a></p> <p>HSS / N 2711 : <a href="#">Respond to dialysis related emergencies in patient and equipment</a></p> <p>HSS / N 2712 : <a href="#">Reprocess dialysers</a></p> <p>HSS / N 2713 : <a href="#">Operate and maintain water treatment plant</a></p> <p>HSS/ N 9603: <a href="#">Act within the limits of your competence and authority</a></p> <p>HSS/ N 9604: <a href="#">Work effectively with others</a></p> <p>HSS/ N 9606: <a href="#">Maintain a safe, healthy and secure environment</a></p> <p>HSS/ N 9609: <a href="#">Follow biomedical waste disposal protocols</a></p> <p>HSS/ N 96010: <a href="#">Follow infection control policies and procedures</a></p> <p>HSS/ N 96011: <a href="#">Monitor and assure quality</a></p> <p><b>Optional:</b></p> <p>N.A.</p>
	<p><b>Performance Criteria</b></p> <p>As described in the relevant OS units</p>

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
Dialysis Technician	Dialysis Technicians operate machines that remove waste and excess fluids from the blood of patients whose kidneys can no longer carry out those functions.
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 organization
Knowledge and Understanding	Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.
National Occupational Standards (NOS)	NOS are Occupational Standards which 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 organization 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
Qualifications Pack(QP)	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack
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-sector	Sub-sector is derived from a further breakdown based on the

	characteristics and interests of its components
Sub-function	Sub-functions are sub-activities essential to fulfil the achieving the objectives of the function.
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 either an 'O' or an '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	Description
IV	Intra venous
NOS	National Occupational Standard(s)
NVEQF	National Vocational Education Qualifications Framework
NVQF	National Vocational Qualifications Framework
OS	Occupational Standard(s)
QP	Qualifications Pack
SPO 2	Saturation Potential of Oxygen

# National Occupational Standards

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## Overview

**This OS unit is about checking the patient's chart and vital signs prior to starting the treatment of dialysis.**

## HSS/ N 2701: Collect and assess the patient's chart and vitals

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2701
	<b>Unit Title (Task)</b>	Collect and assess the patient's chart and vitals
	<b>Description</b>	This OS unit is about checking the patient's chart and vital signs prior to start the treatment of dialysis.
	<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Reading and understanding the values mentioned in the report of the patient</li> <li>• Checking and documenting the vital parameters such as non-invasive blood pressure, body temperature, body weight, oxygen saturation of blood (SPO2), breathing rate, ECG etc. as appropriate, of the patient before starting the dialysis</li> <li>• Interacting with : <ul style="list-style-type: none"> <li>• Patients suffering from acute or chronic renal failure with or without other complications</li> <li>• People within same Hospital/Clinic/ health care unit</li> <li>• Renal specialists, nurses, other technicians and staff</li> </ul> </li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>		
<b>Element</b>	<b>Performance Criteria</b>	
	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Read and understand the patients' reports</p> <p>PC2. Take measurements of non-invasive blood pressure, body temperature, body weight, breathing rate and/or other vital parameters, as appropriate</p> <p>PC3. Recognise the levels of vital parameters under which dialysis can be performed safely</p> <p>PC4. Identify and manage potential and actual risks to the quality and safety of work</p> <p>PC5. Maintain competence within one's role and field of practice</p> <p>PC6. Evaluate and reflect on the quality of one's work and make continuing improvements</p>	
<b>Knowledge and Understanding (K)</b>		
<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The relevant hierarchy of doctors, nurses and other staff of the renal care team</p> <p>KA2. The procedure that should be followed while communicating and documenting the findings prior to the dialysis process</p> <p>KA3. Medical procedures and knowledge of using the relevant medical equipment</p> <p>KA4. The procedure for accessing training, learning and development needs for oneself and/or others within one's organisation</p>	

**HSS/ N 2701: Collect and assess the patient's chart and vitals**

<p><b>B. Technical Knowledge</b></p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The significance of the medical reports describing the patients' condition</p> <p>KB2. The values of the vital parameters under which dialysis can be safely performed</p> <p>KB3. The method of measuring vital parameters accurately</p> <p>KB4. The sources of information that can be accessed to maintain an awareness of research and development in one's area of work</p> <p>KB5. The risks to quality and safety arising from:</p> <ol style="list-style-type: none"> <li>Lack of knowledge of the blood parameters and other test results</li> <li>Not keeping up to date with best practices</li> <li>Poor communication</li> <li>Insufficient support</li> <li>Lack of resources</li> </ol> <p>KB6. The importance of reporting and minimising risk</p> <p>KB7. The right person to be contacted in case patients' chart / vitals are not within the prescribed limits for undertaking dialysis</p>
<p><b>Skills (S) (Optional)</b></p>	
<p><b>A. Core Skills/ Generic Skills</b></p>	<p><b>Writing Skills</b></p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Write at least one local/ official language used in the local community</p> <p>SA2. Document and report findings related to patients' condition</p> <p>SA3. Prepare status and progress reports</p> <p>SA4. Record daily activities that are being performed</p> <p>SA5. Document the readings/measurements as per the protocol</p> <p><b>Reading Skills</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA6. Read and understand medical reports</p> <p>SA7. Keep abreast with the latest knowledge by reading most recommended values of blood parameters and other vitals with reference to the functioning of kidneys</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Discuss medical reports and patients' condition with co-workers</p> <p>SA9. Interact with patient appropriately in order to understand the nature of the complaint or request</p> <p>SA10. Keep patient informed about procedures</p> <p>SA11. Avoid using jargon, slang or acronyms when communicating with a patient</p> <p>SA12. Promote and demonstrate good communication practice as an individual and as a team member at all times</p>
<p><b>B. Professional Skills</b></p>	<p><b>Decision Making</b></p> <p>The user/individual on the job needs to know and understand how to:</p>



**HSS/ N 2701: Collect and assess the patient's chart and vitals**

	SB1. Make decisions pertaining to the concerned area of work in relation to job role
	<b>Plan and Organise</b>
	The user/individual on the job needs to know and understand:
	SB2. How to plan and organise activities that are assigned
	<b>Patient Centricity</b>
	The user/individual on the job needs to know and understand how to:
	SB3. Communicate effectively with patient and their family, physicians, and other members of the team
	SB4. Listen in a responsive and empathetic manner to establish rapport
	SB5. Show sensitivity while checking vitals, towards the pain /discomfort of the patient
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:
	SB6. Think through problems, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)
	SB7. Deal with patient until attended by other care providers and try to address any concern with acquired clinical knowledge
	SB8. Identify immediate or temporary solutions to resolve delays
<b>Analytical Thinking</b>	
The user/individual on the job needs to know and understand how to:	
SB9. Integrate historical, physical, social, and ancillary data into differential diagnosis in relation to dialysis	
SB10. Recognise indications for various diagnostic tests and treatment modalities - from medication to surgery	
SB11. Perform various procedures, such as lumbar punctures and inserting intravenous catheters and able to think through medical issues and exhibit sound judgment in a variety of clinical settings, including emergency situations	
SB12. Make concise, prompt, cogent, and thorough presentations based on various kinds of data collection	
SB13. Function effectively as part of the renal care team	
<b>Critical Thinking</b>	
The user/individual on the job needs to know and understand how to:	
SB14. Apply, analyse, and evaluate the information gathered from the patients chart as well as by measuring the vitals, as a guide to thought and action prior to initiating dialysis	

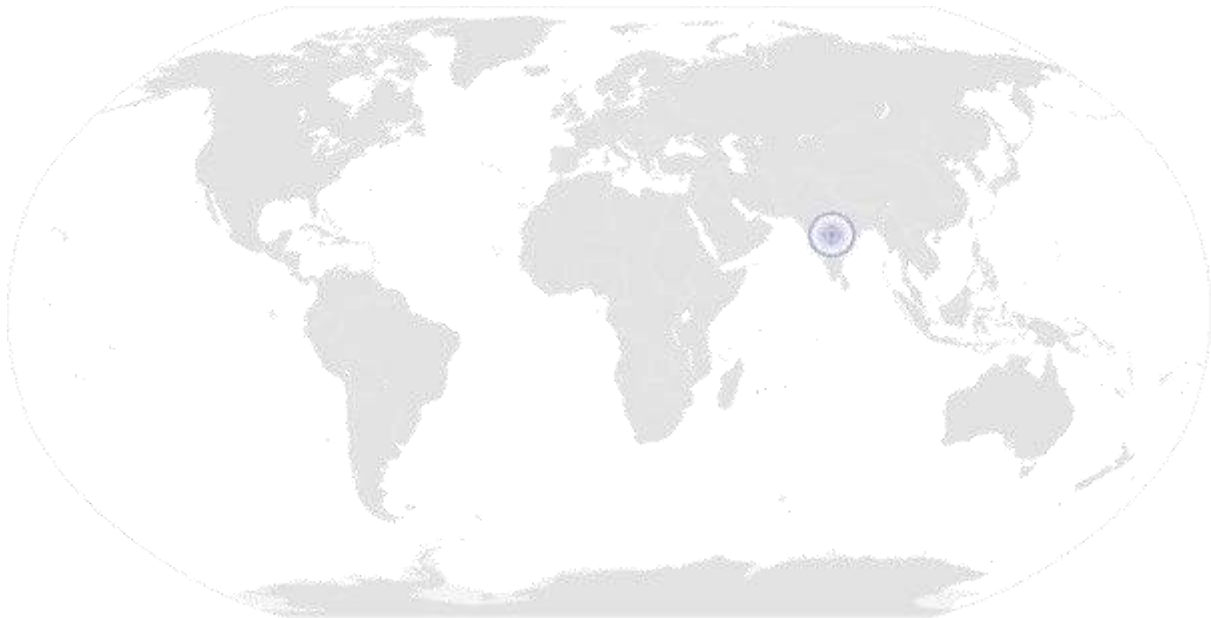
HSS/ N 2701: Collect and assess the patient's chart and vitals

## NOS Version Control

<b>NOS Code</b>	HSS/ N 2701		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15

HSS/ N 2702: Manage dialysis machine set up and assemble the extracorporeal circuit

# National Occupational Standards



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## Overview

This OS unit is about setting up the dialysis machine. The purpose of dialysis is to remove waste from the blood of patients suffering from chronic or acute renal failure.

### HSS/ N 2702: Manage dialysis machine set up and assemble the extracorporeal circuit

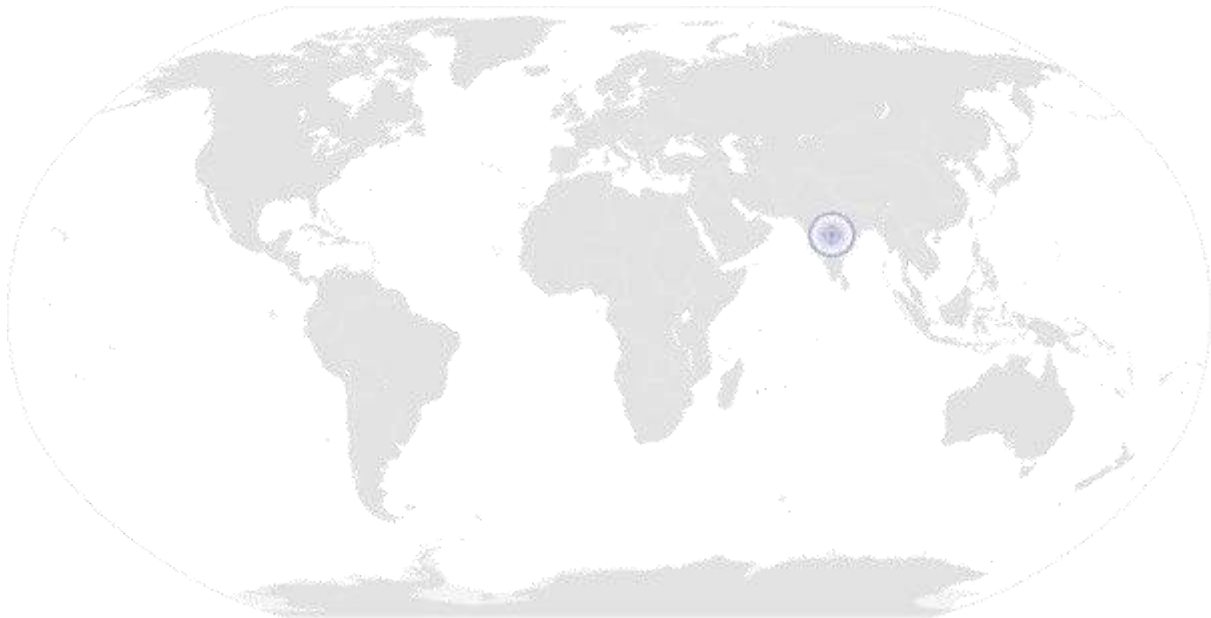
National Occupational Standard	<b>Unit Code</b>	HSS/ N 2702
	<b>Unit Title (Task)</b>	Manage dialysis machine set up and assemble the extracorporeal circuit
	<b>Description</b>	This OS unit is about setting up the dialysis machine and assembling the extracorporeal circuit. The purpose of dialysis is to remove waste from the blood of patients suffering from chronic or acute renal failure.
	<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>The technology, functioning, calibration, and sterilisation of dialysis machines according to their: <ul style="list-style-type: none"> <li>Type/ brand</li> <li>Frequency and duration of use</li> </ul> </li> <li>Maintaining the components for doing dialysis such as dialysate, heparin, purified water etc. as required and in adequate amounts</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		<p>To be competent, the user/individual on the job:</p> <p>PC1. Needs to know and understand the mechanics and functioning of all parts of the dialysis machine being used</p> <p>PC2. Should know how to calibrate the machine without error</p> <p>PC3. Should ensure that the dialysis unit has been sterilised after previous use</p> <p>PC4. Should ensure that all the components required are adequately present</p> <p>PC5. Should know how to assemble and check the extracorporeal circuit parts i.e. the patient connectors, Dialyzer connectors, Drip chamber and bubble trap, Blood pump segment, Heparin infusion line, and saline infusion line</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The terms of reference agreed upon with the manufacturer regarding care and maintenance of the machine</p> <p>KA2. The procedure and importance of calibration and sterilisation as per the protocols</p> <p>KA3. How to and whom to inform in case of observing something unusual about the machine</p> <p>KA4. The relevant protocols, good practices, standards, policies and procedures to be followed</p>
	<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. How the machine helps to remove wastes from the blood</p> <p>KB2. The need and procedure for calibration</p> <p>KB3. How to sterilise the unit</p> <p>KB4. The basic functionalities of the applications and components that are used during the process</p>

**HSS/ N 2702: Manage dialysis machine set up and assemble the extracorporeal circuit**

	<p>KB5. How to check the extracorporeal circuit blood pressure alarm to ensure that it works properly before each treatment</p> <p>KB6. How to check the extracorporeal blood tubing parts</p>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:
	<p>SA1. Record the calibration of the machine with relevant details</p> <p>SA2. Record the observations made during sterilisation and set up</p>
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:
	<p>SA3. Read the brochure/manual of the dialysis unit and interpret it correctly</p> <p>SA4. Comprehend important instructions mentioned regarding setting up of the machine</p>
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:
	SA5. Discuss the procedure of care and maintenance of dialysis machine with the company representative and/or senior technician/bio-medical engineer
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to know and understand how to:
	<p>SB1. Make decisions regarding the most appropriate practices with respect to care and functioning of the machine</p> <p>SB2. Apply best practices in existing processes to drive improvements</p>
	<b>Plan and Organise</b>
	The user/individual on the job needs to know and understand:
	SB3. How to plan and organise the scheduled maintenance
	<b>Patient Centricity</b>
	The user/individual on the job needs to know and understand how to:
	<p>SB4. Calibrate and set up the machine in order to provide better treatment</p> <p>SB5. Reassure the patient and their attendants that the dialysis unit has been well sterilised</p>
	<b>Problem Solving</b>
The user/individual on the job needs to know and understand how to:	
SB6. Interpret any unusual readings of the machine and contact the concerned person to take remedial steps	
<b>Analytical Thinking</b>	

**HSS/ N 2702: Manage dialysis machine set up and assemble the extracorporeal circuit**

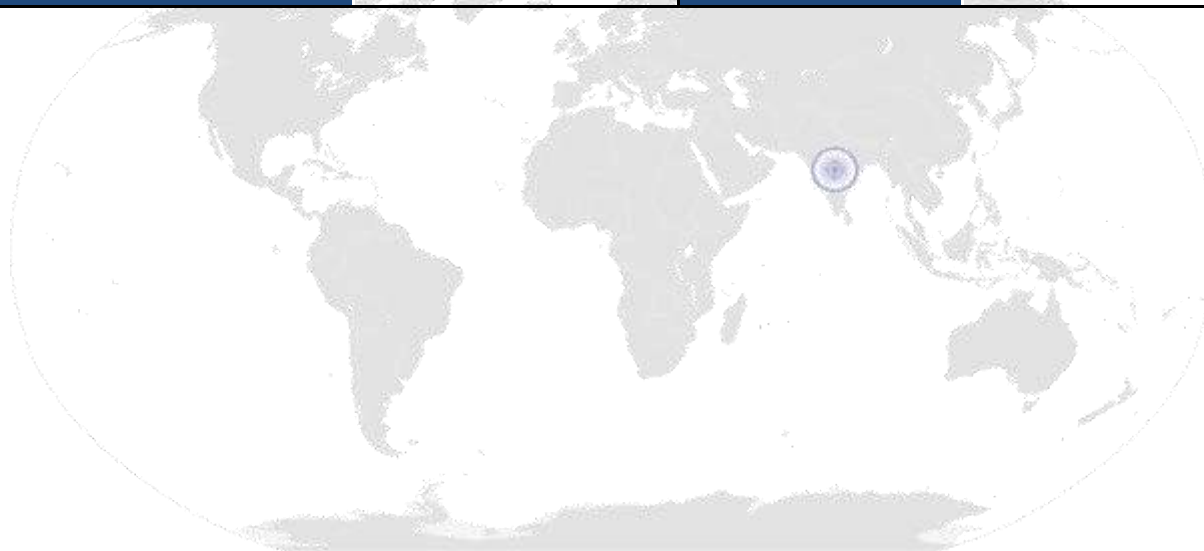
	The user/individual on the job needs to know and understand how to:
	SB7. Assist in interpreting the observations and design a solution for that
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB8. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



HSS/ N 2702: Manage dialysis machine set up and assemble the extracorporeal circuit

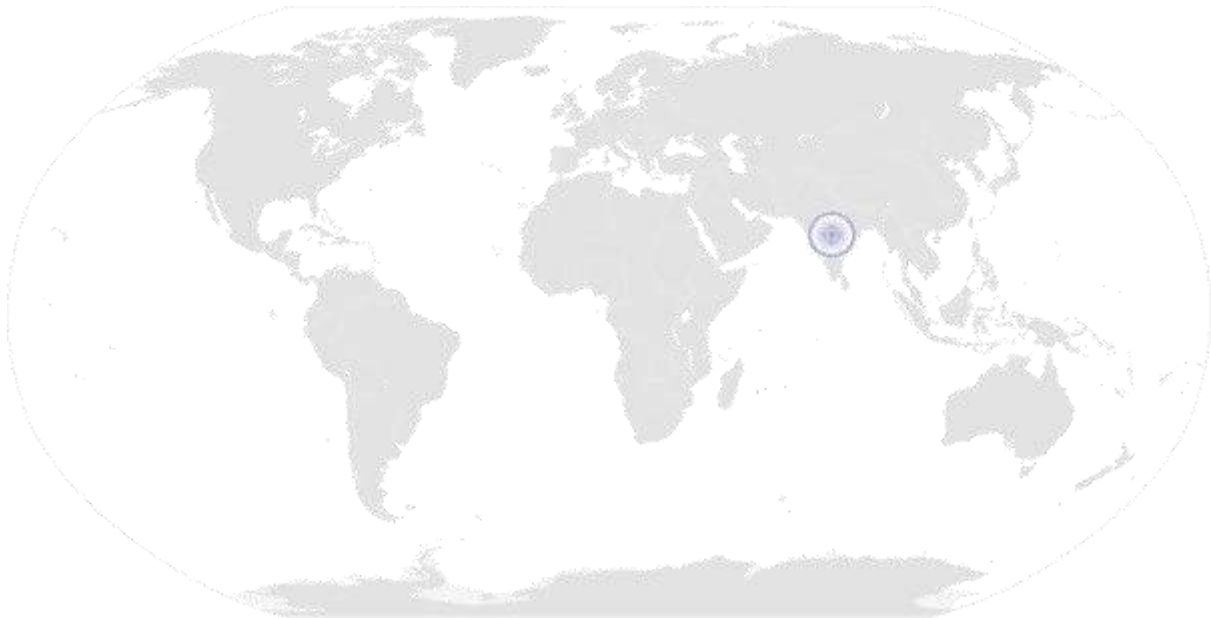
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2702		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2703: Prepare and position the patient for treatment

# National Occupational Standards



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## Overview

This OS unit is about correctly draping and positioning the patient for starting dialysis. The purpose of proper draping and positioning is to facilitate connecting the patient to the dialysis unit, at the same time ensuring adequate patient comfort and privacy.



### HSS/ N 2703: Prepare and position the patient for treatment

National Occupational Standard

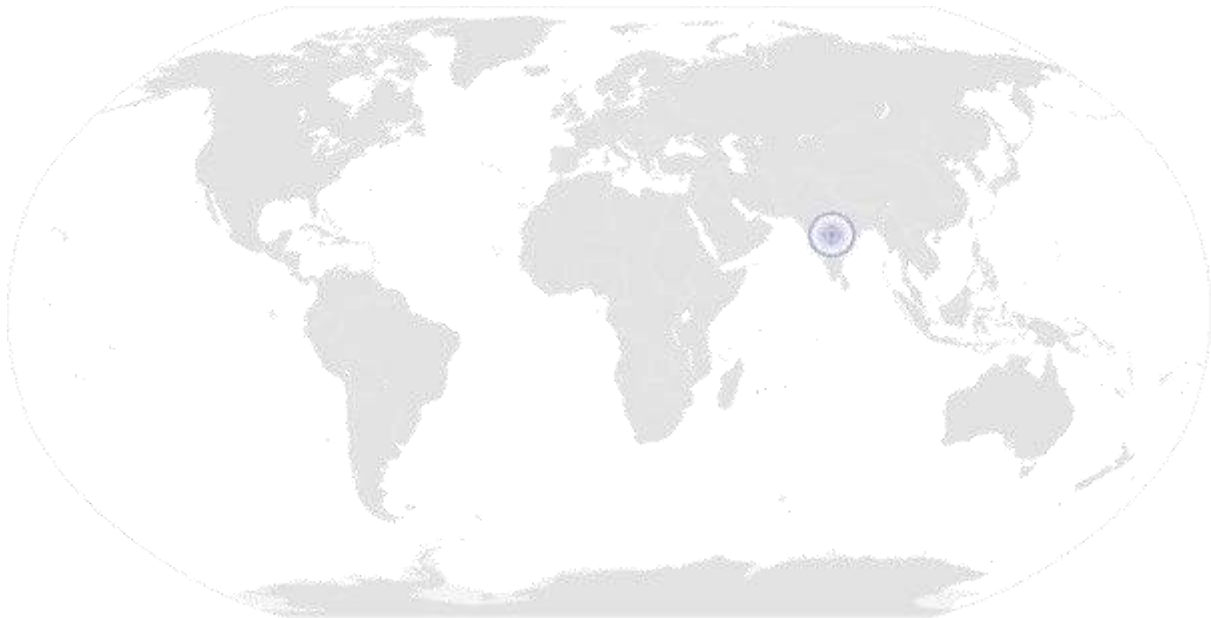
<b>Unit Code</b>	<b>HSS/ N 2703</b>
<b>Unit Title (Task)</b>	<b>Prepare and position the patient for treatment</b>
<b>Description</b>	This OS unit is about correctly draping and positioning the patient for starting dialysis. The purpose of proper draping and positioning is to facilitate connecting the patient to the dialysis unit, at the same time ensure adequate patient comfort and privacy
<b>Scope</b>	<p>This unit covers the following:</p> <ul style="list-style-type: none"> <li>• The dialysis technician needs to know the appropriate linen including covering sheet needed depending on the patient (male, female, child)</li> <li>• Assist in draping the patient and moving them on the bed/couch without disturbing catheters or any other IV line already in place</li> <li>• Ensure patient comfort and privacy</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Maintain patients' privacy</p> <p>PC2. Drape the patient such that it facilitates connecting the patient to the dialysis unit</p> <p>PC3. Explain the need to dress and be placed in particular position for dialysis to patient</p> <p>PC4. Perform actions gently to avoid causing pain specially taking care to not disturb any catheters, IV lines already present</p> <p>PC5. Keep the patient in a comfortable posture</p> <p>PC6. Provide the appropriate linen including covering sheet depending on the patient (male, female, child) and should know from where to obtain the same</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to:</p> <p>KA1. Follow the provider's or organisation instructions about draping and positioning the patient</p> <p>KA2. Know and understand the relevant protocols, good practices, standards, policies and procedures</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. How to drape the patient appropriately</p> <p>KB2. How to position the patient comfortably</p> <p>KB3. How to modify the general protocol for patients with additional/special requirements (e.g. for cardiac patients, physically handicapped persons etc.)</p> <p>KB4. How to use personal protective gear while draping and positioning contagious and infected patients</p> <p>KB5. How to make sure that proper procedures and processes are followed</p>

**HSS/ N 2703: Prepare and position the patient for treatment**

<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:
	SA1. Record any observation made during the procedure
	<b>Reading Skills</b>
	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 the clinical notes
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:
	SA4. Discuss the procedure with the patient and make him feel comfortable
<b>B. Professional Skills</b>	SA5. Answer patient's queries regarding their draping and positioning needs
	<b>Decision Making</b>
	The user/individual on the job needs to know and understand how to:
	SB1. Make decisions regarding the best way to perform draping and positioning depending upon the patient's condition
	SB2. Apply best practices in existing processes to drive improvements
	SB3. Modify procedures to prevent spread of infection
	<b>Plan and Organise</b>
	The user/individual on the job needs to know and understand how to:
	SB4. Plan and organise the scheduled maintenance
	<b>Patient Centricity</b>
The user/individual on the job needs to know and understand how to:	
SB5. Build rapport with patient and attendant	
SB6. Use patient centric approach and make the patient feel comfortable	
SB7. Ensure patient privacy	
<b>Problem Solving</b>	
The user/individual on the job needs to know and understand how to:	
SB8. Interpret the patient needs related to draping and positioning and provide solution compassionately	
SB9. Modify general techniques for patients in distress while ensuring infection control protocol	
<b>Analytical Thinking</b>	
The user/individual on the job needs to know and understand how to:	
SB10. Interpret observations and report them	

**HSS/ N 2703: Prepare and position the patient for treatment**

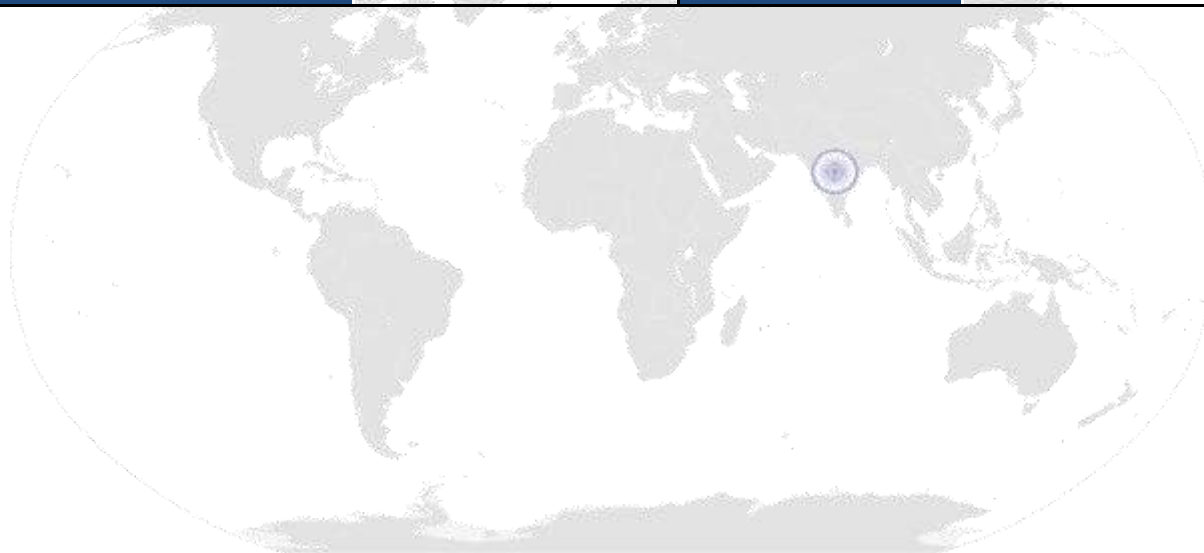
	SB11. Use the existing experience for improving the comfort during the process
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB12. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



HSS/ N 2703: Prepare and position the patient for treatment

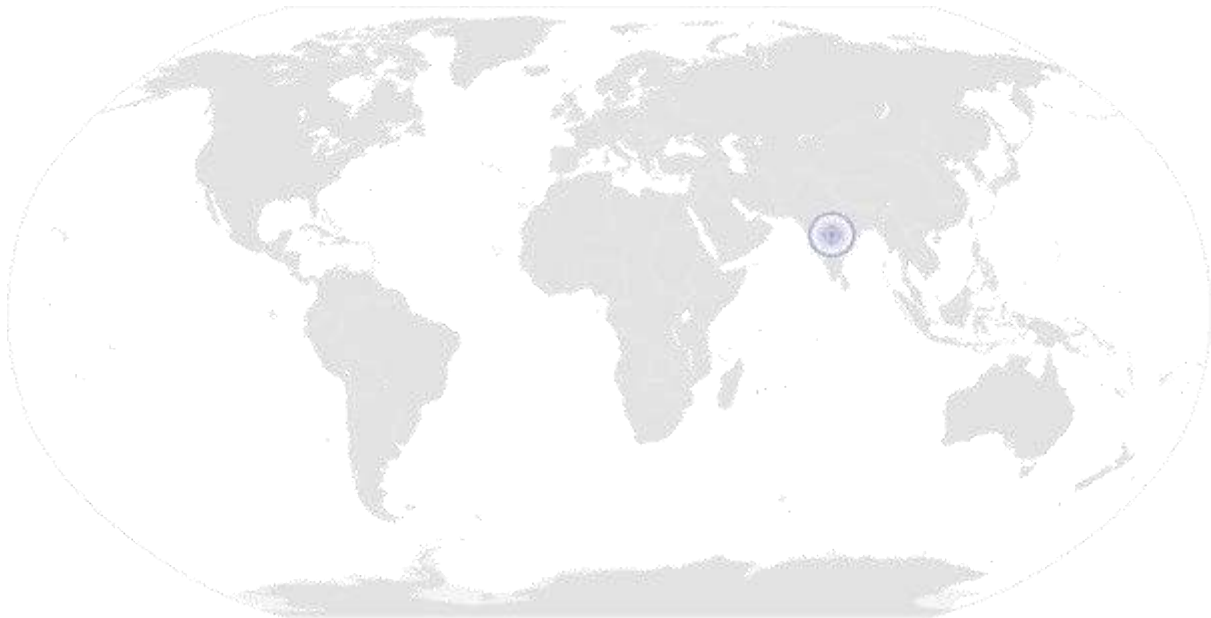
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2703		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2704: Connect patient to the dialysis machine

# National Occupational Standards



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## Overview

This OS unit is about connecting the patient to the dialysis unit by inserting IV lines carefully, or utilising catheters already present in patient's body for this purpose and then initiating the dialysis process.

### HSS/ N 2704: Connect patient to the dialysis machine

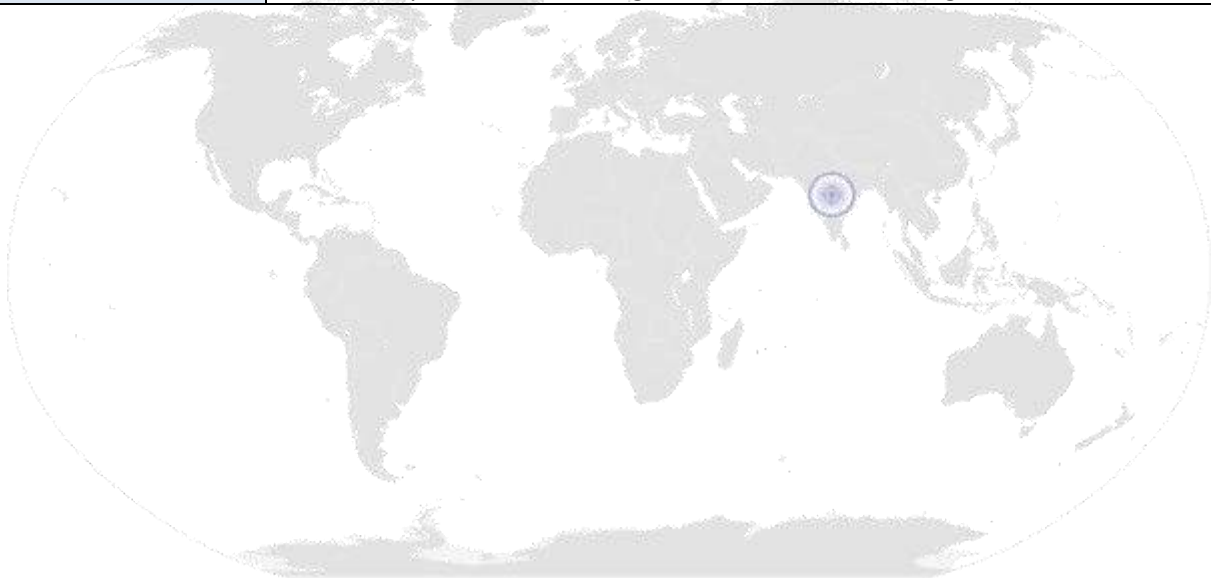
National Occupational Standard	<b>Unit Code</b>	HSS/ N 2704
	<b>Unit Title (Task)</b>	Connect patient to the dialysis machine
	<b>Description</b>	This OS unit is about connecting the patient to the dialysis unit by inserting IV lines carefully, or utilising catheters already present in patient's body for this purpose and then initiating the dialysis process. The IV tubing is inserted by making an incision in the arm or limb of the patient and for patients already having a catheter in place for dialysis, the correct tubings are attached and connected to the specified points on the dialysis unit.
	<b>Scope</b>	<p>This unit covers the following:</p> <ul style="list-style-type: none"> <li>• Perform the procedure for inserting IV lines at appropriate places and be able to carry out the same while causing minimum inconvenience to the patient</li> <li>• Perform the procedure to initiate the dialysis process</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		<p>To be competent, the user/individual on the job must :</p> <p>PC1. Use standard protocols for inserting IV lines and making connections to prevent infection and reduce discomfort to the patient</p> <p>PC2. Understand how to utilise existing catheters for performing dialysis</p> <p>PC3. Be aware of the protocol of starting the dialysis</p> <p>PC4. Minimise inconvenience and pain for the patient while performing the procedure</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The importance of following the right procedure for inserting IV lines</p> <p>KA2. The protocol for starting dialysis</p> <p>KA3. Whom to inform in case of observing something which is clinically important</p> <p>KA4. Relevant protocols, good practices, standards, policies and procedures</p> <p>KA5. The protocol for contacting the senior technician/ physician/nurse in case of difficulty in insertion</p>
	<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. How to make incisions on the limb of the patient for inserting IV lines with minimum discomfort</p> <p>KB2. How to use existing catheters without causing additional discomfort</p> <p>KB3. The purpose and functioning of the different connections</p> <p>KB4. The appropriate method for starting the dialysis</p> <p>KB5. How to manage additional equipment like other catheters or IV lines while performing the task</p> <p>KB6. The tubings that are required to be connected to the dialysis unit</p>

**HSS/ N 2704: Connect patient to the dialysis machine**

	KB7. How to operate the machine after making proper connections in order to initiate dialysis
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:
	SA1. Record observations made during the procedure SA2. Identify and record the change in patient's behaviour or pain experienced during the procedure
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:
	SA3. Read the doctor/nurse instructions and clinical reports SA4. Comprehend important instructions mentioned in the user manual of the dialysis machine
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:
	SA5. Discuss the procedure with the patient and make him feel comfortable SA6. Answer the patient's queries regarding the IV lines, tubings and other equipment SA7. Communicate any significant findings to the concerned physician/nurse
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to:
	SB1. Make decisions regarding the appropriate size and type of catheter/ IV tubing to be used SB2. Make decisions regarding the incision e.g. on which limb/body part an incision can be made SB3. Apply best practices in existing processes to minimise spread of infection and reduce pain
	<b>Plan and Organise</b>
	The user/individual on the job needs to know and understand:
	SB4. Steps involved in making correct connections and starting the dialysis SB5. How to ensure patient is comfortable and cooperative during the process SB6. The subsequent actions which will be needed when dialysis is in progress
	<b>Patient Centricity</b>
The user/individual on the job needs to know and ensure that:	
	SB7. All IV lines, catheters, tubings are in place, functional and are of suitable size for the patient SB8. The dressing procedure is carried out appropriately so as to minimise pain SB9. Patient privacy is maintained

**HSS/ N 2704: Connect patient to the dialysis machine**

	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:
	SB10. Interpret the patient needs related to inserting and using catheters and provide solution compassionately
	SB11. Prevent spread of infection to other parts by using appropriate technique
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:
SB12. Use the existing experience for improving the comfort during the process	
<b>Critical Thinking</b>	
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	

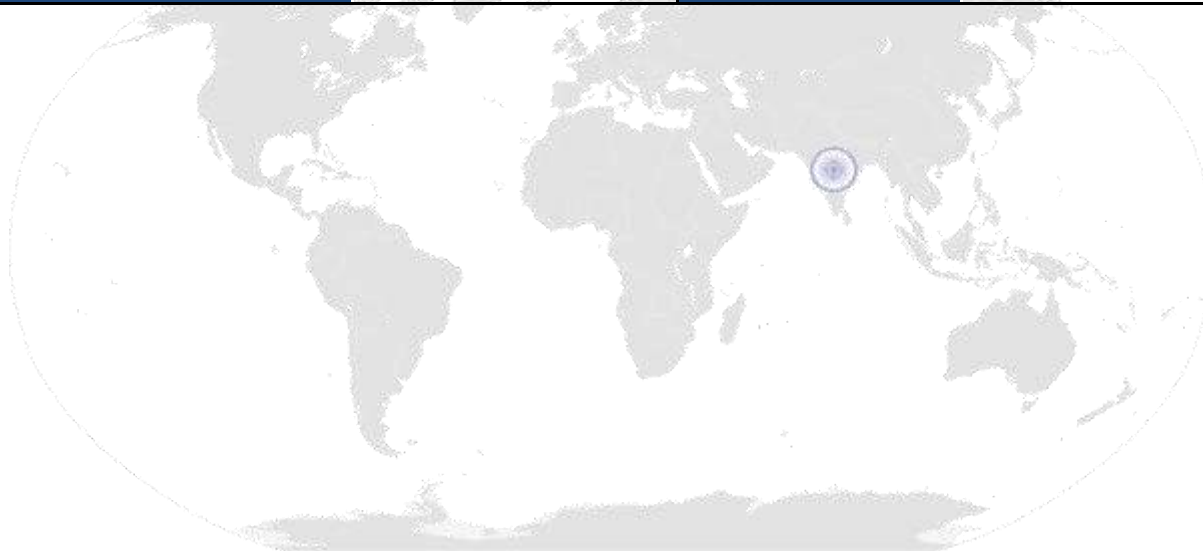




HSS/ N 2704: Connect patient to the dialysis machine

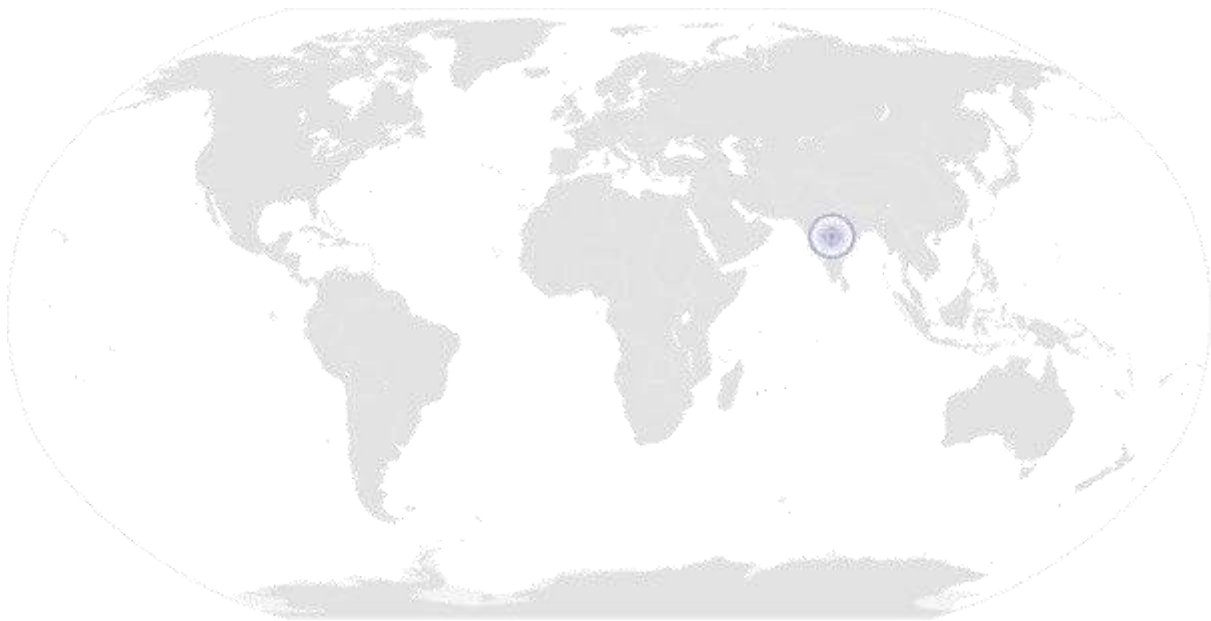
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2704		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis technician	<b>Next review date</b>	22/05/15



HSS/ N 2705: Monitor technical/ clinical vitals during the treatment

# National Occupational Standards



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## Overview

This OS unit is about monitoring the patients' vital signs while undergoing dialysis by the dialysis technician. The purpose of monitoring is make sure that the various vital parameters like temperature, blood pressure, oxygen saturation, breathing rate, rate of blood flow etc. are within acceptable limits during the dialysis treatment.

**HSS/ N 2705: Monitor technical/ clinical vitals during the treatment**

National Occupational Standard

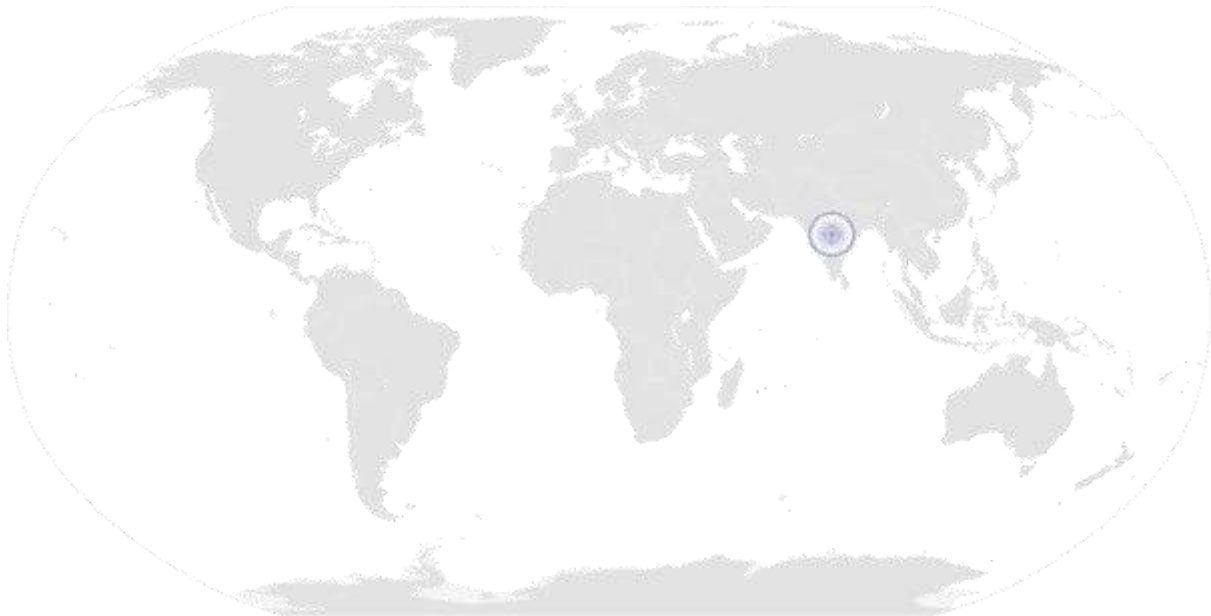
<b>Unit Code</b>	<b>HSS/ N 2705</b>
<b>Unit Title (Task)</b>	<b>Monitor technical/ clinical vitals during the treatment</b>
<b>Description</b>	This OS unit is about monitoring the patients’ vital signs while undergoing dialysis by the dialysis technician. The purpose of monitoring is to make sure that the various vital parameters like temperature, blood pressure, blood flow, oxygen saturation, breathing rate etc. are within acceptable limits while dialysis is going on.
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Measuring the important parameters like blood pressure, temperature, rate of blood flow, proper mixture of dialysate, presence of air bubbles</li> <li>Maintaining patient’s comfort</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
	To be competent, the user/individual on the job must : <p>PC1. Understand the various indicators, alarms and sensors of the dialysis machine</p> <p>PC2. Know the corrective steps to be taken when a particular alarm goes off</p> <p>PC3. Be alert and quick in his/her responses</p> <p>PC4. Know whom and how to inform in case of medical emergency</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	The user/individual on the job needs to know and understand: <p>KA1. The importance of various patient parameters and how they are measured</p> <p>KA2. Whom to inform and contact in case of emergency as per the protocols</p> <p>KA3. Relevant protocols, good practices, standards, policies and procedures</p> <p>KA4. The protocol to contact the concerned physician or nurse in case the patients’ vitals remain out of limit inspite of appropriate action by the technician</p>
<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand: <p>KB1. How the dialysis machine maintains and monitors blood pressure, blood flow, presence of air, proper mixture of dialysate etc.</p> <p>KB2. What the different alarms and beeps, blinking lights signify</p> <p>KB3. How to take appropriate corrective action</p> <p>KB4. The danger which could result from absence of corrective steps</p> <p>KB5. The appropriate corrective action to be taken when an alarm goes off</p> <p>KB6. How to maintain these parameters within permitted limits during dialysis</p> <p>KB7. To keep the patient comfortable during dialysis</p>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/</b>	<b>Writing Skills</b>

**HSS/ N 2705: Monitor technical/ clinical vitals during the treatment**

<b>Generic Skills</b>	The user/ individual on the job needs to know and understand how to:  SA1. Record any unusual signal by the machine SA2. Record and report all alarms and actions taken during the dialysis
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:  SA3. Read and understand the functioning of the dialysis unit as given in the manufacturers manual or brochure SA4. Comprehend important instructions mentioned in patients 'clinical notes
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:  SA5. Respond to patients questions during the dialysis process SA6. Communicate any significant unusual findings to the physician and/or senior technician
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to know and understand how to:  SB1. Recognise and rectify the cause of any signal/ alarm SB2. Pace the processes to keep patient comfortable SB3. Contact the physician when it is necessary
	<b>Plan and Organise</b>
	The user/individual on the job needs to:  SB4. Plan and be prepared to carry out the corrective steps as needed SB5. Check if all the components and constituents of the dialysis unit are in functional order and organised before starting
	<b>Patient Centricity</b>
	The user/individual on the job needs to know and ensure that:  SB6. Patient is comfortable during the process SB7. Patient does not panic at the sound of an alarm
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:  SB8. Interpret the alarms / signals of the machine during dialysis and take appropriate action
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB9. Interpret an unusual signal and report it

**HSS/ N 2705: Monitor technical/ clinical vitals during the treatment**

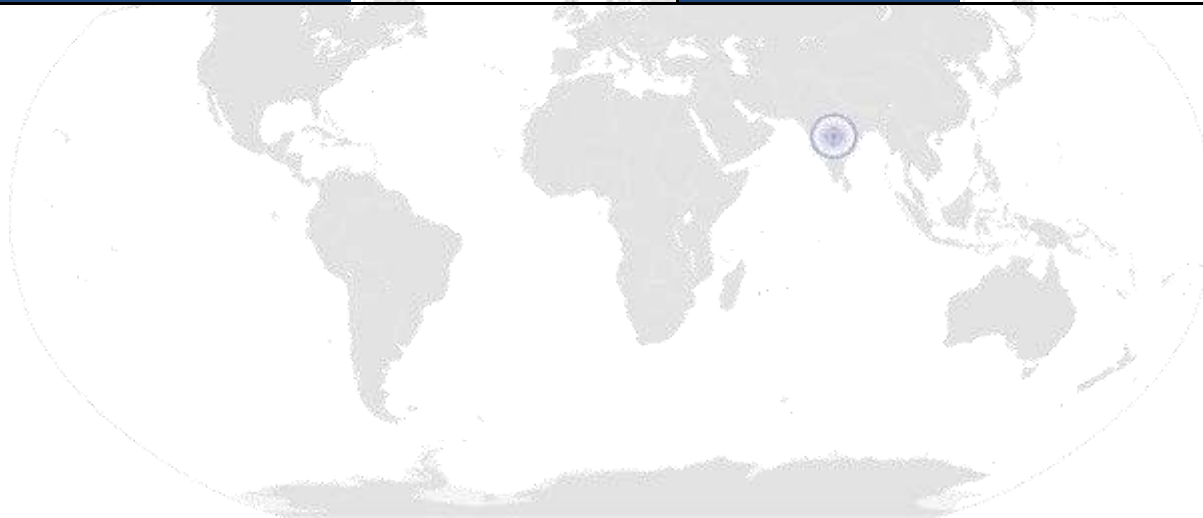
	SB10. Use appropriate techniques to take remedial action
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB11. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



HSS/ N 2705: Monitor technical/ clinical vitals during the treatment

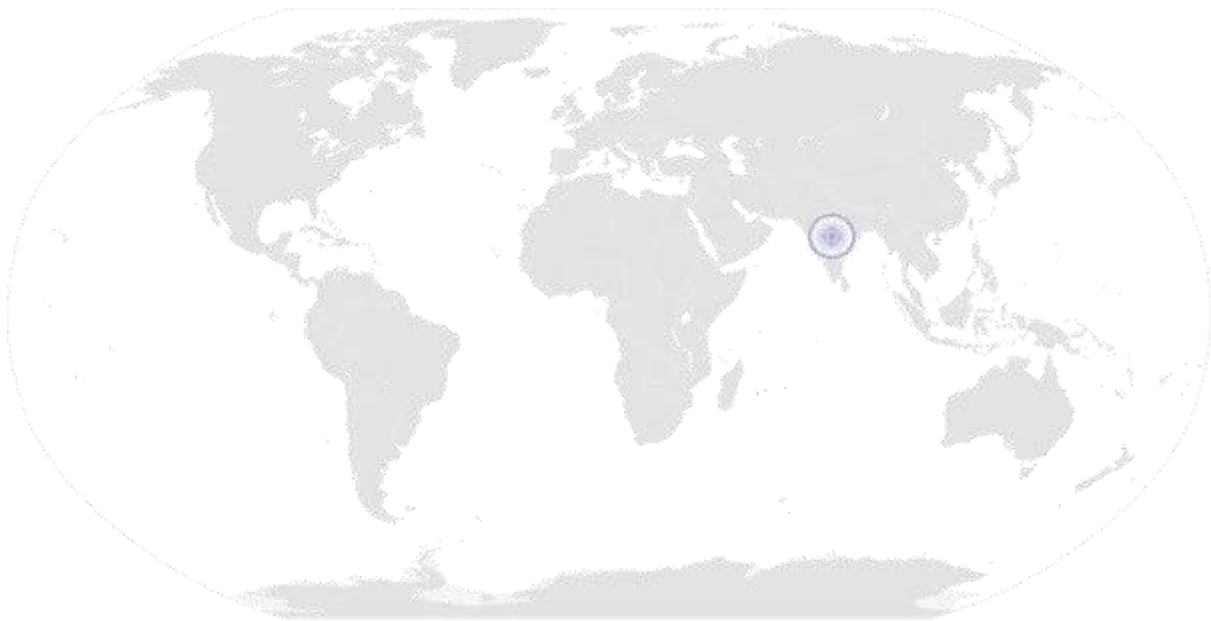
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2705		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2706: Unhook patient from the machine

# National Occupational Standards



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## Overview

**This OS unit is about unhooking the patient from the machine by the dialysis technician after the dialysis has been completed. The purpose of unhooking is to disconnect the patient from the dialysis machine by detaching the tubings and other connecting lines from the limb of the patient.**

**HSS/ N 2706: Unhook patient from the machine**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2706
	<b>Unit Title (Task)</b>	Unhook the patient from the machine
	<b>Description</b>	This OS unit is about unhooking the patient from the machine by the dialysis technician after the dialysis has been completed. The purpose of unhooking is to disconnect the patient from the dialysis machine by detaching the tubings and other connecting lines from the limb of the patient.
	<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Perform procedure to disconnect the patient when the dialysis session is complete and it is appropriate to disconnect</li> <li>• Perform the procedure to remove the IV cannula from the patients' limb or cover it with suitable dressing for future use depending upon the doctors' instructions</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Know when dialysis is completed</p> <p>PC2. Detach all connections between patient and unit</p> <p>PC3. Carefully remove IV cannulas with minimum discomfort to patient</p> <p>PC4. Suitably dress the canola/ catheter to keep it sterile and pain- free for future use if the doctor/nurse instructs</p> <p>PC5. Understand needs of the patient and help them to be comfortable</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to:</p> <p>KA1. Follow relevant protocols, good practices, standards, policies and procedures for removing / dressing cannulas and catheters</p> <p>KA2. Inform doctor/nurse in case a difficulty arises during unhooking or if patient feels uneasy as per protocol</p>
	<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The signal/sound from machine to indicate completion of dialysis</p> <p>KB2. The protocol for disconnecting</p> <p>KB3. The technique for removing / putting a dressing on cannulas or catheters</p> <p>KB4. That the procedure is done in a manner which prevents infection</p>
<b>Skills (S) (Optional)</b>		
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>	
	Not Applicable	

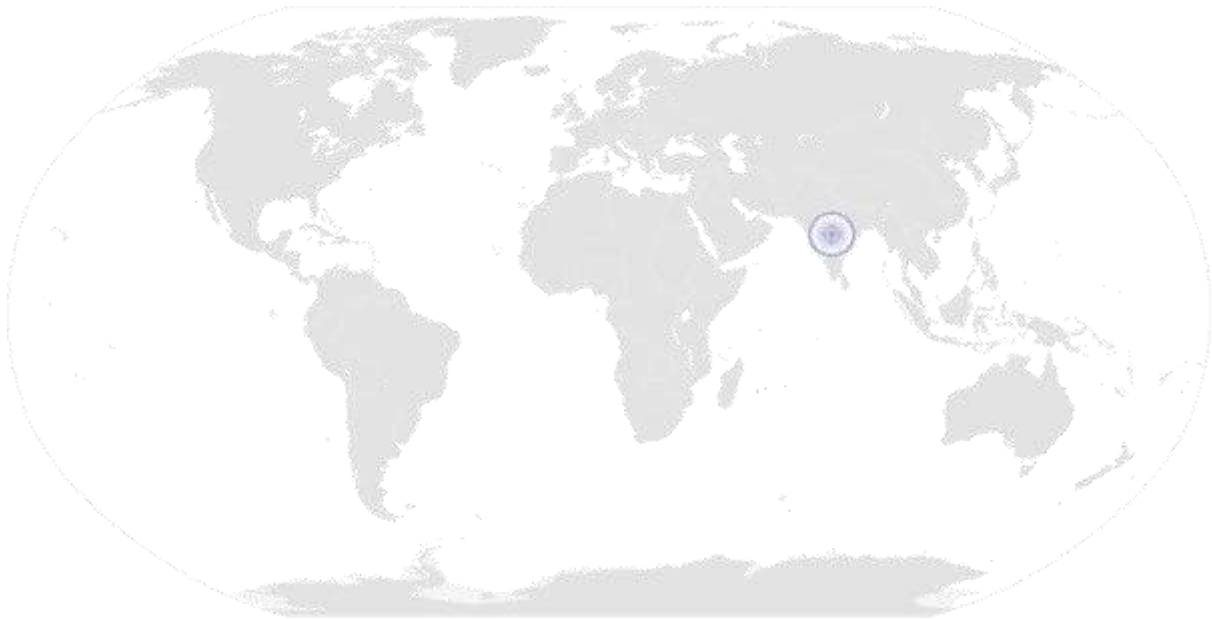


**HSS/ N 2706: Unhook patient from the machine**

	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:  SA1. Record important instruction like keeping of cannula or catheter and follow them correctly
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to:  SA2. Understand and know how to respond to patient's needs in coming back to a comfortable position SA3. Answer patients' queries compassionately
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to know and understand how to:  SB1. Identify the signals from the dialysis machine which indicate completion of the process SB2. Follow correct protocols for disconnecting tubings SB3. Use right techniques for removing / dressing IV cannulas and catheters SB4. Modify procedures to keep patient more comfortable
	<b>Plan and Organise</b>
	The user/individual on the job needs to know and understand:  SB5. How to plan and organise the movement of patient i.e. for immobile patient, keep a wheel chair or stretcher near and help patient to move onto it
	<b>Patient Centricity</b>
	The user/individual on the job needs to know and understand how to:  SB6. Perform all procedures gently to avoid causing pain to patient SB7. Be quick and alert to patients' needs
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:  SB8. Identify unusual observations regarding site of catheter or IV line and report them SB9. Assist the patient in getting into a comfortable position
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB10. Interpret machine signals for process completion and act subsequently SB11. Assist immobile patients to attain a comfortable position after dialysis
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB12. Apply, analyse, and evaluate the information gathered from observation,

**HSS/ N 2706: Unhook patient from the machine**

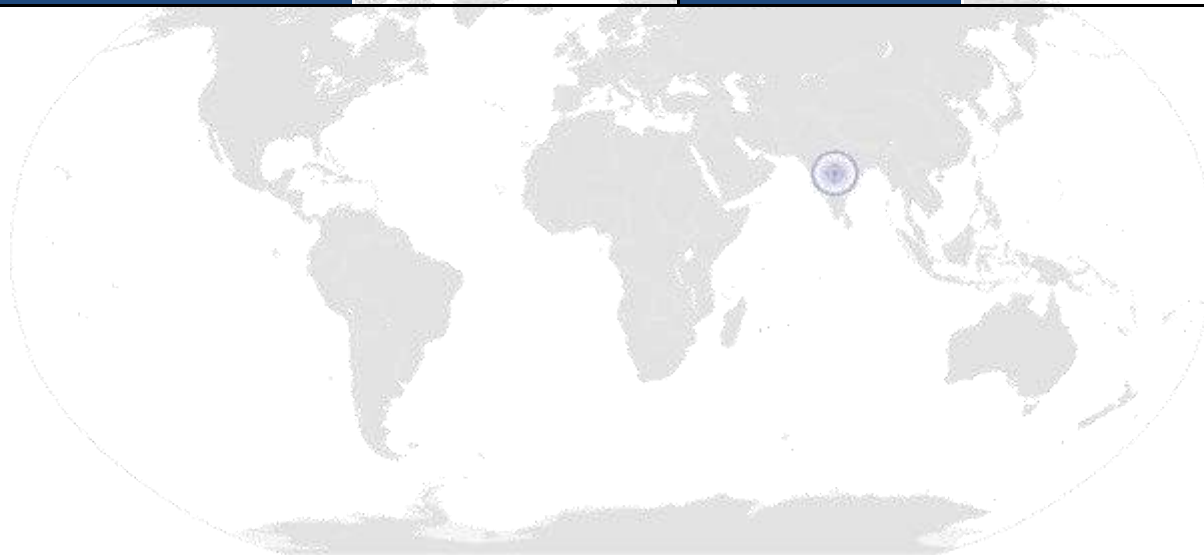
	experience, reasoning, or communication, as a guide to belief and action
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HSS/ N 2706: Unhook patient from the machine

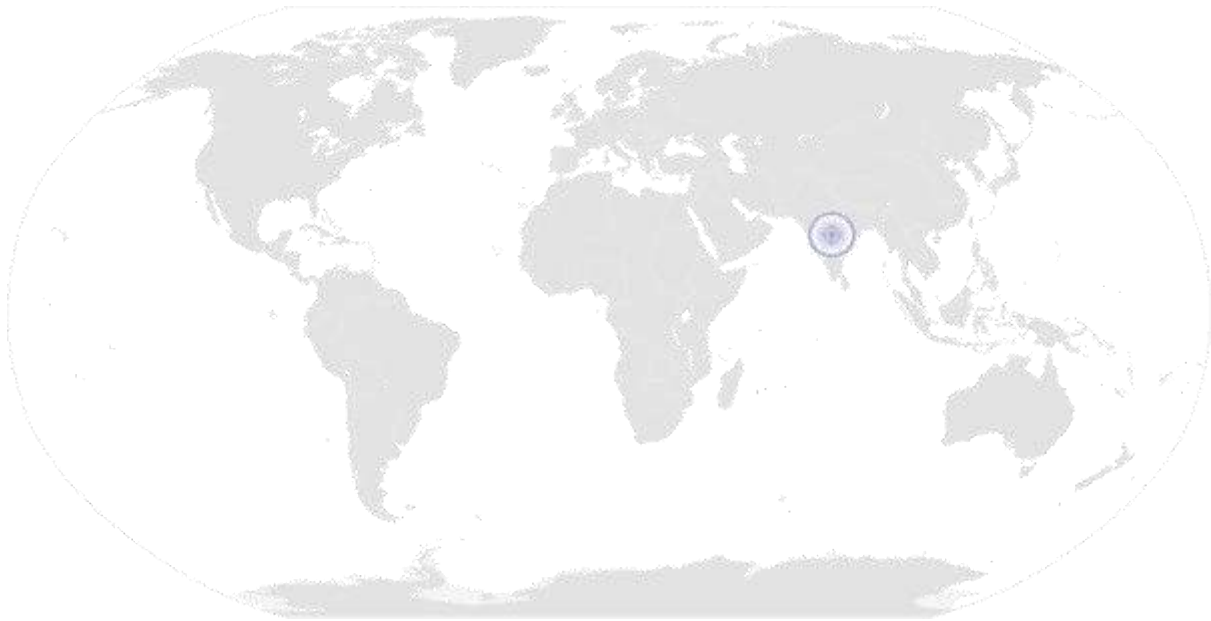
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2706		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2707: Record the treatment

# National Occupational Standards



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## Overview

This OS unit is about documenting the performed dialysis treatment on the patient's chart by the dialysis technician. The purpose of documenting is to have a record of the procedures being performed on the patient which would help in further treatment options.

**HSS/ N 2707: Record the treatment**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2707
	<b>Unit Title (Task)</b>	Record the treatment
	<b>Description</b>	This OS unit is about documenting the performed dialysis treatment on the patient’s chart by the dialysis technician. The purpose of documenting is to have a record of the procedures being performed on the patient which would help in further treatment options.
	<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Recording the dialysis procedure on the medical report/chart of the patient</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/individual on the job must be able to: <p>PC1. Follow the right format for documenting the dialysis on the patient’s chart</p> <p>PC2. Record the components/ constituents and their quantities used</p> <p>PC3. Understand the importance of documenting the procedure on the patient’s chart</p> <p>PC4. Record the quantity and type of constituents like dialysate, acid mixture etc. used during the process</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	The user/individual on the job needs to know and understand: <p>KA1. The relevant protocol and format for documenting treatments in the clinical records of the patient</p>
	<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand: <p>KB1. How to document the procedure in a clear concise manner</p> <p>KB2. How to include the relevant details in the documentation</p> <p>KB3. The name and type of the constituents used during the process</p> <p>KB4. How to make note of the time taken for the procedure</p>
<b>Skills (S) (Optional)</b>		
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>	
	The user/ individual on the job needs to know and understand how to: <p>SA1. Record treatment on the patient’s chart in the proper format without any language errors</p>	
	<b>Reading Skills</b>	

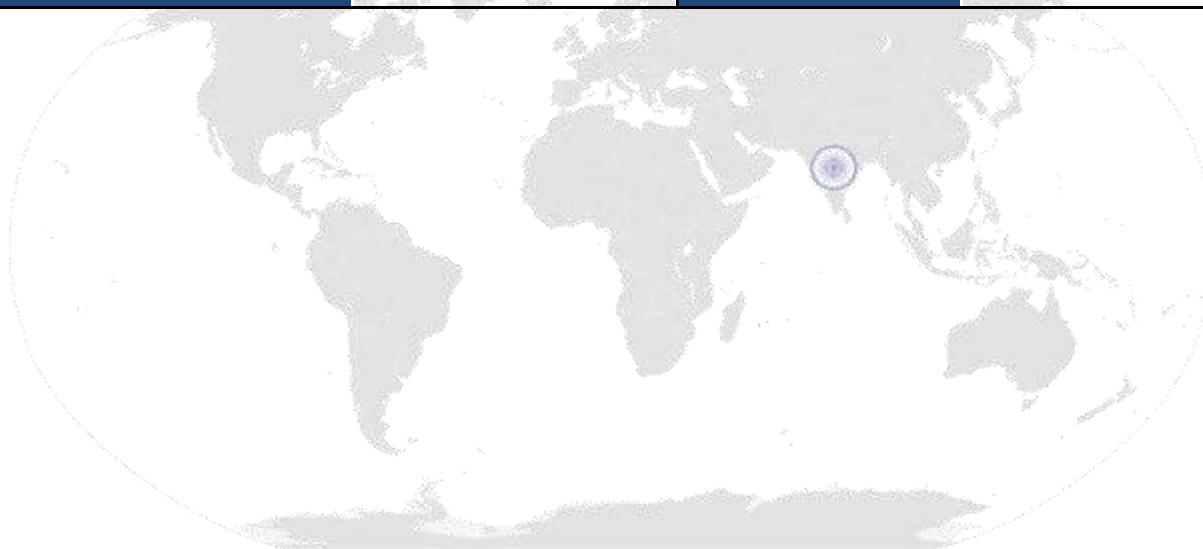
**HSS/ N 2707: Record the treatment**

	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA2. Read, understand and interpret the clinical notes and know where to document the performed dialysis</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>Not Applicable</p>
<b>B. Professional Skills</b>	<p><b>Decision Making</b></p> <p>The user/individual on the job needs to know and understand:</p> <p>SB1. How to document the procedure and include relevant details in the prescribed format</p>
	<p><b>Plan and Organise</b></p> <p>The user/individual on the job needs to know and understand:</p> <p>SB2. How to organise the patient's report for doctors reference SB3. Which details need to be documented on the patient's chart</p>
	<p><b>Patient Centricity</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB4. Be meticulous in documenting the procedure knowing that it would have consequences on future treatment options for the patient</p>
	<p><b>Problem Solving</b></p> <p>Not Applicable</p>
	<p><b>Analytical Thinking</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB5. Document the procedure using prescribed protocols and format</p>
	<p><b>Critical Thinking</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB6. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action</p>

HSS/ N 2707: Record the treatment

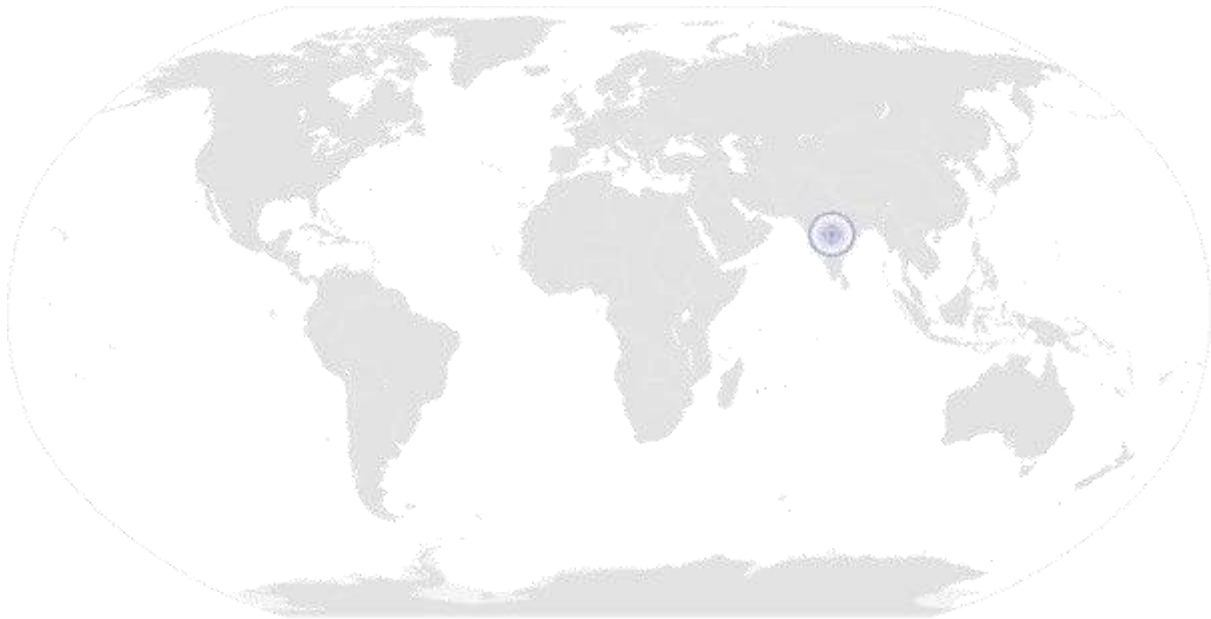
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2707		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2708: Conduct pre and post dialysis evaluation

# National Occupational Standards



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## Overview

This OS unit is about observing, documenting and reporting any change in patient's condition by the dialysis technician during and after dialysis. Observing and reporting changes is necessary to ensure that patient is comfortable and stable and that dialysis has been well tolerated.



### HSS/ N 2708: Conduct pre and post dialysis evaluation

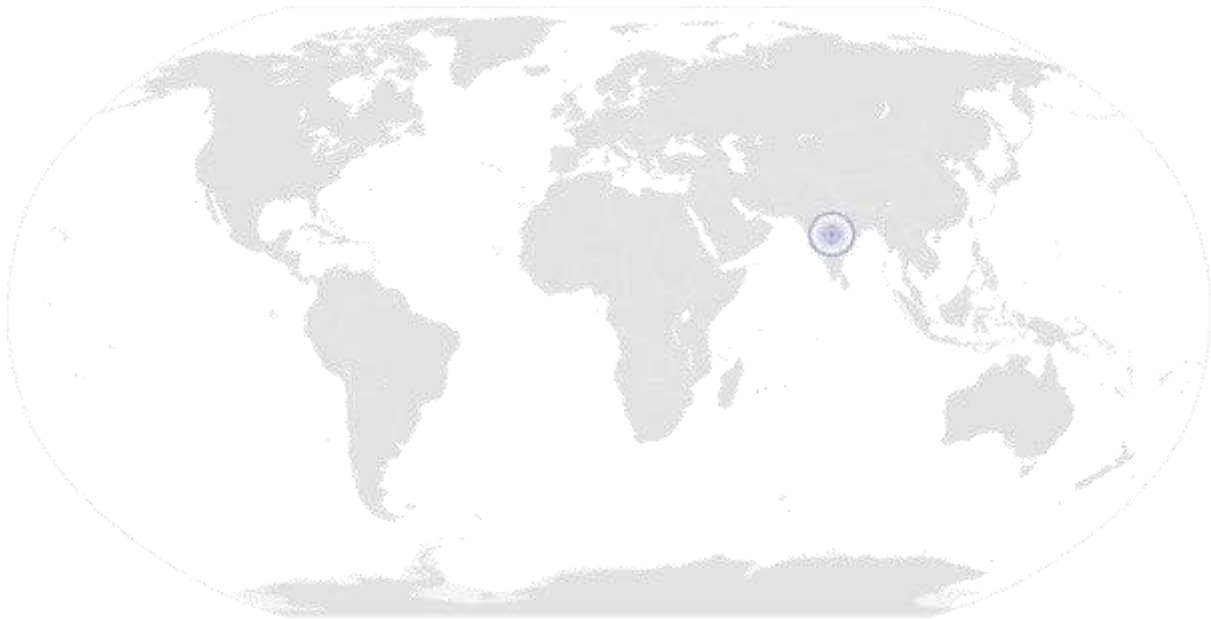
National Occupational Standard	<b>Unit Code</b>	HSS/ N 2708
	<b>Unit Title (Task)</b>	Conduct pre and post dialysis evaluation
	<b>Description</b>	This OS unit is about observing, documenting and reporting any change in patient's condition by the dialysis technician before, during and after dialysis. Observing and reporting changes is necessary to ensure that patient is comfortable and stable and that dialysis has been well tolerated
	<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Observing the patient before and during dialysis and make note of any change in blood pressure, body temperature, breathlessness or any other symptom expressed by the patient</li> <li>Communicate the observed changes to the doctor/nurse</li> <li>Documenting the changes / symptoms as well as remedial actions taken for future reference</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/individual on the job must: <ul style="list-style-type: none"> <li>PC1. Read and understand the patients' reports</li> <li>PC2. Take measurements of non-invasive blood pressure, body temperature, body weight, breathing rate and/or other vital parameters, as appropriate</li> <li>PC3. Recognise the levels of vital parameters under which dialysis can be performed safely</li> <li>PC4. Be alert in noticing any change or distress in the patient during or after dialysis</li> <li>PC5. Communicate effectively with patient, doctors and nurses to enable quick remedial action</li> <li>PC6. Document the changes as per protocol</li> </ul>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. How to communicate effectively with co-workers as per the defined protocol</li> <li>KA2. Whom and how to contact in case of emergency as per protocol</li> <li>KA3. The relevant protocol and format for documenting treatments in the clinical records of the patient</li> </ul>
	<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KB1. How to observe and identify changes in patient's condition</li> <li>KB2. The method for proper documentation</li> <li>KB3. How to effectively communicate the observed symptoms and assist in</li> </ul>

**HSS/ N 2708: Conduct pre and post dialysis evaluation**

	providing remedial measures as appropriate
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:
	SA1. Record and report the observations and symptoms of the patient using the right protocol
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:
	SA2. Follow instructions as specified in the patient file
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:
	SA3. Listen carefully to what patient is saying / trying to express
	SA4. Communicate patient's condition in an efficient, timely and effective manner
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to know and understand:
	SB1. The change in patient's condition as observed or expressed by the patient and what they signify
	SB2. How to communicate to the concerned person and send across the message quickly
	<b>Plan and Organise</b>
	The user/individual on the job needs to know and understand:
	SB3. How to record and document patient's symptoms in a planned manner
	SB4. How to formulate and structure message correctly for communicating with other co-workers
	<b>Patient Centricity</b>
	The user/individual on the job needs to know and understand how to:
SB5. Be a good listener and be sensitive to patient	
<b>Problem Solving</b>	
The user/individual on the job needs to know and understand how to:	
SB6. Communicate and document changes in the right manner	
SB7. Give feedback when required	
<b>Analytical Thinking</b>	
The user/individual on the job needs to know and understand how to:	
SB8. Communicate a message related to patient care effectively and promptly to a	

**HSS/ N 2708: Conduct pre and post dialysis evaluation**

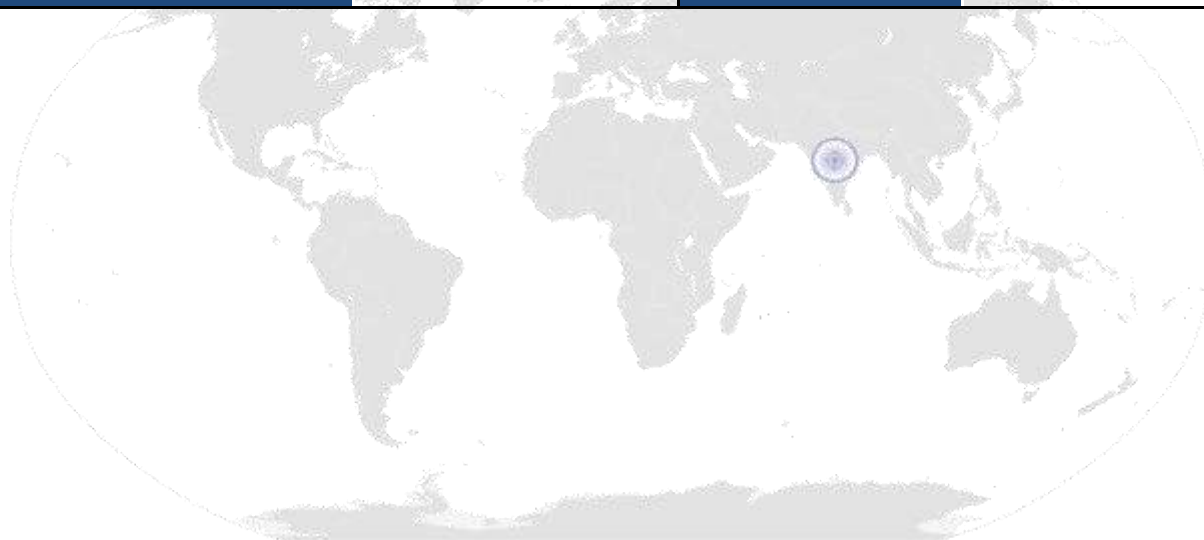
	co-worker
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB9. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



HSS/ N 2708: Conduct pre and post dialysis evaluation

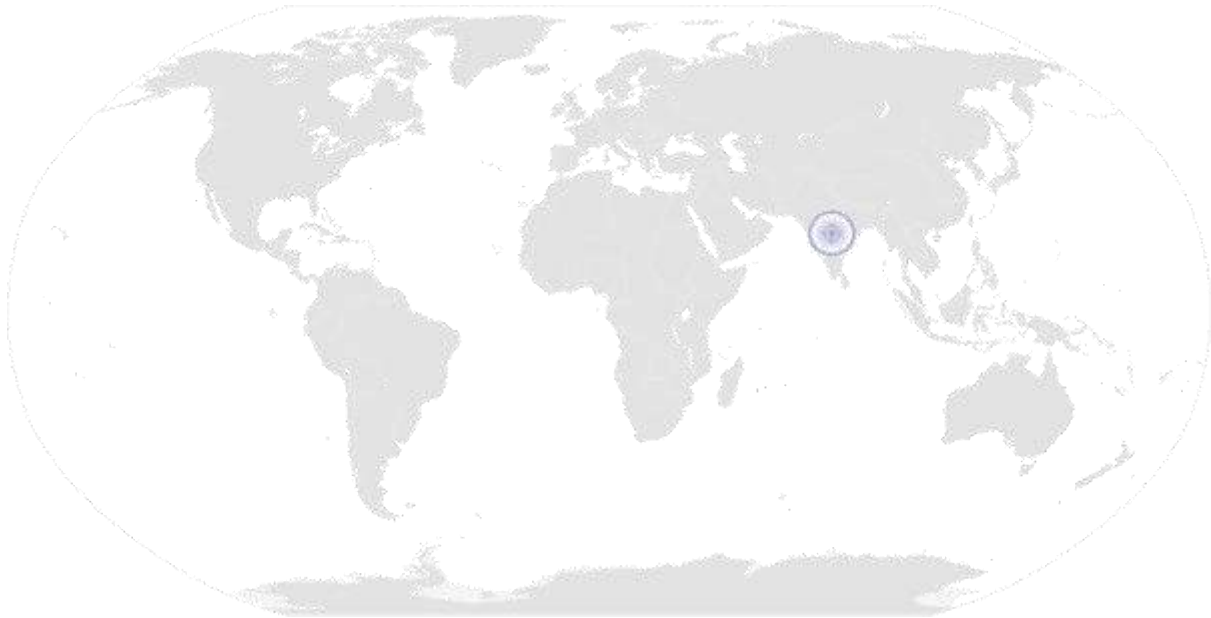
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2708		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2709: Maintain and disinfect the delivery system

# National Occupational Standards



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## Overview

This OS unit is about aftercare and cleaning of the machine by the dialysis technician to be ready for the next use. Aftercare & cleaning of the dialysis unit is necessary to keep it sterile and maintain its accuracy and functionality for subsequent use.

**HSS/ N 2709: Maintain and disinfect the delivery system**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2709
	<b>Unit Title (Task)</b>	Maintain and disinfect the delivery system
	<b>Description</b>	This OS unit is about aftercare and cleaning of the machine by the dialysis technician and prepare it for the next patient. Aftercare & cleaning of the dialysis unit is necessary to keep it sterile and maintain its accuracy and functionality for subsequent use.
	<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Performing the standard procedure for cleaning the different parts using appropriate cleaning agents</li> <li>Performing procedures to keep the unit sterile and functional</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC1. Clean up any spillage</li> <li>PC2. Know when the dialysate, dialyzer or other constituents need to be replaced</li> <li>PC3. Follow standard sterilisation and cleaning procedure for the unit</li> <li>PC4. Disinfect dialysis machine according to the manufacturer’s recommendations</li> <li>PC5. The dialysate circuit should be exposed to disinfectant</li> </ul>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. What are the standard procedures for cleaning and sterilization of the machine/unit</li> <li>KA2. Where to obtain supplies of cleaning agents and reusable parts</li> <li>KA3. About the servicing policies adopted by the organisation</li> </ul>
	<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KB1. The cleaning and maintenance procedures of the machine</li> <li>KB2. How the reused bicarbonate/acid containers be disinfected between use</li> <li>KB3. How to disinfect the system using disinfectants and rinse solutions</li> <li>KB4. How to rinse machines between chemicals and before a dialysis session</li> <li>KB5. The Dead space is needed between dialysate effluent line and drain</li> <li>KB6. Which parts need replacement and how to do it</li> <li>KB7. How to undertake sterilisation of the unit</li> <li>KB8. The components of the dialysis unit and their functioning</li> </ul>
<b>Skills (S) (Optional)</b>		

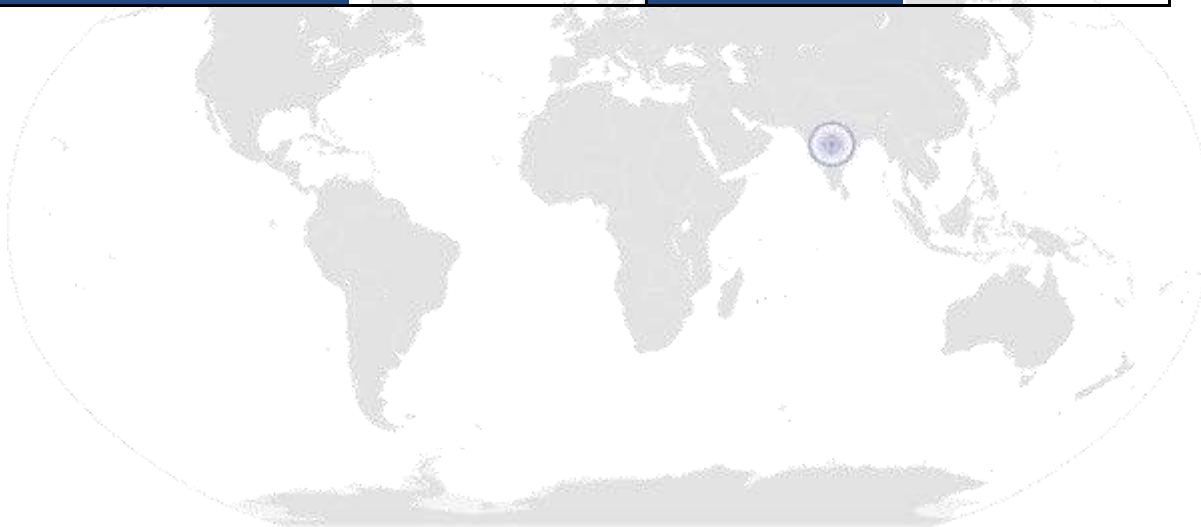
**HSS/ N 2709: Maintain and disinfect the delivery system**

<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:  SA1. Record and report cleaning and sterilisation procedures performed
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:  SA2. Follow instructions on the user manual/brochure of the machine
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:  SA3. Communicate any unusual findings regarding machine components or sterilisation to the bio-medical engineer or senior technician
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to:  SB1. Identify components which need to be replaced SB2. Know which type of observations regarding machine-care need to be reported immediately
	<b>Plan and Organise</b>
	The user/individual on the job needs to:  SB3. Plan and organise the cleaning and sterilisation process as per the schedule
	<b>Patient Centricity</b>
	The user/individual on the job needs to know:  SB4. The importance of cleaning and sterilisation to prevent the spread of infection
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:  SB5. Handle any accidental spillage or contamination of the unit
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB6. Perform cleaning and sterilisation procedures in a meticulous manner
<b>Critical Thinking</b>	
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	

HSS/ N 2709: Maintain and disinfect the delivery system

## NOS Version Control

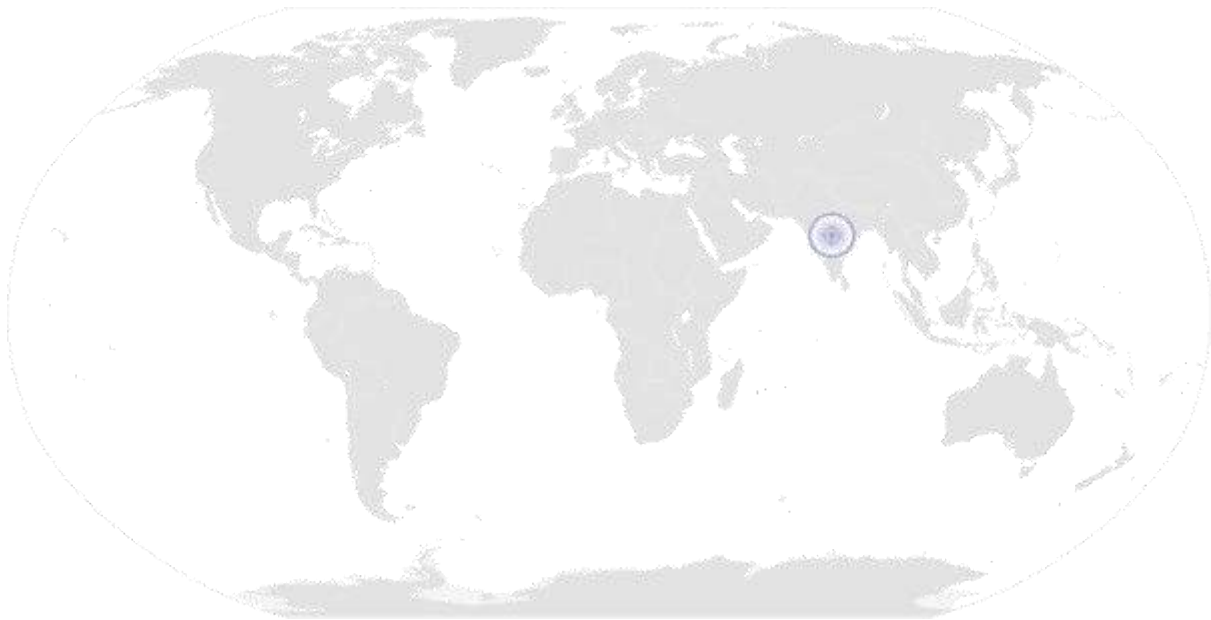
<b>NOS Code</b>	HSS/ N 2709		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15





HSS/ N 2710: Evaluate and prepare the site for cannulation

# National Occupational Standards



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## Overview

**This OS unit describes the knowledge, understanding, skills required of a Dialysis Technician for evaluating and preparing a site for vascular access and cannulation prior to initiating dialysis.**

**HSS/ N 2710: Evaluate and prepare the site for cannulation**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2710
	<b>Unit Title (Task)</b>	Evaluate and prepare the site for cannulation
	<b>Description</b>	This OS unit is about evaluating the vascular access site and cannulating prior to initiation of the dialysis treatment of a patient.
	<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Evaluating the vascular access site</li> <li>Cannulating the patient</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/individual on the job must be able to:
		PC1. Describe the three main types of vascular access (fistulae, grafts and catheters)
		PC2. Identify the predialysis assessments for all types of vascular access.
		PC3. Describe the methods of needle insertion for AVFs and grafts.
	PC4. Describe the predialysis assessment, accessing procedure, exit site care, and monitoring of catheters	
	PC5. Describe how fistulae are created and the pros and cons of these	
	PC6. Assess the maturity of a fistula	
	PC7. Describe how grafts are created and the pros and cons of these	
	PC8. Describe how catheters are placed and the various methods of catheter placement (both short and long term)	
	PC9. Describe the pros and cons of catheters	
	PC10. Describe the types of catheter and port/catheter devices	
	PC11. Assess a fistula or graft prior to each treatment by inspecting (looking for infection, steal syndrome, stenosis, etc.), auscultating (listening for bruit and deep access location), and palpating (feeling for skin temperature, thrill, stenosis, vein diameter etc.) the access	
	PC12. Assess the blood flow before inserting a needle into the fistula/ graft	
	PC13. Assess catheters prior to dialysis treatment	
	PC14. Describe the considerations for accessing catheters and cleansing exit sites	
	PC15. Describe the various methods for preparing a patient's skin for cannulation	
	PC16. Prepare a patient's skin for cannulation using anti-bacterial solutions	
	PC17. Apply a tourniquet	
	PC18. Select a site for cannulation and insert a needle into the patient's vein	
	PC19. Understand the concept of Antegrade and retrograde needle direction	
	PC20. Understand how to rotate cannulation sites for fistulae and grafts	
	PC21. Secure needles after insertion	
	PC22. Describe common complications that occur due to: <ol style="list-style-type: none"> <li>Fistulae, grafts and catheters</li> </ol>	

**HSS/ N 2710: Evaluate and prepare the site for cannulation**

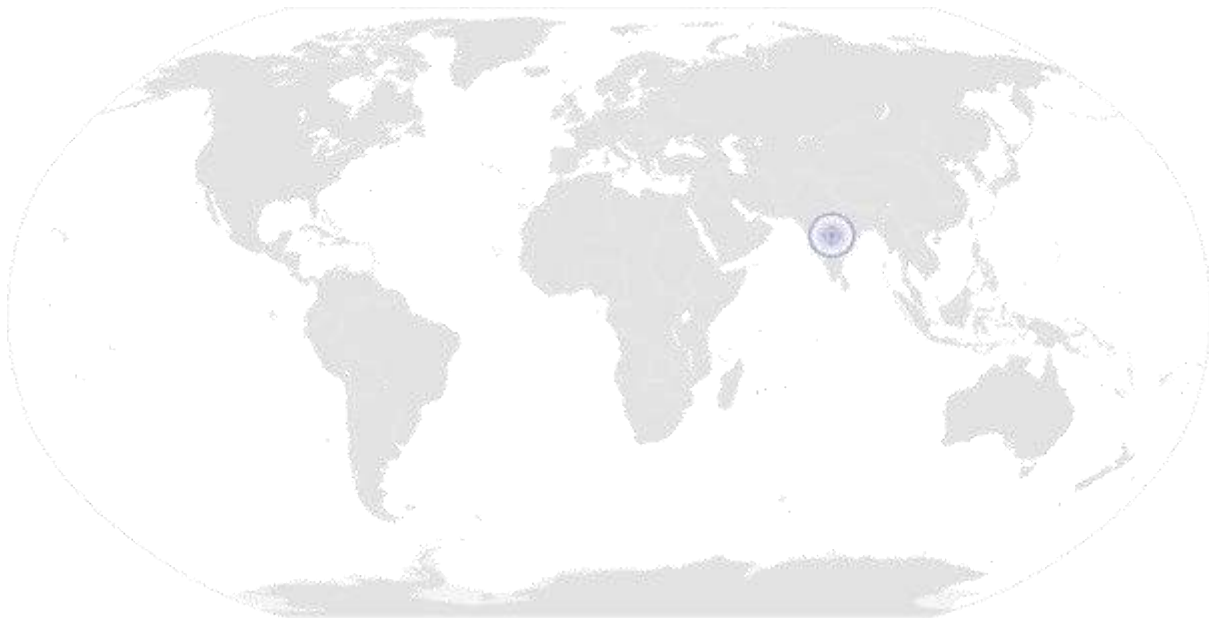
	<ul style="list-style-type: none"> <li>b. Poor needle site rotation</li> <li>c. Dialysis</li> </ul> <p>PC23. Monitor catheters during the treatments</p> <p>PC24. Describe post-dialysis care for fistulae, catheters and grafts</p>
<b>Knowledge and Understanding (K)</b>	
<p><b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)</p>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>KA1. Clinical practice guidelines for vascular access</li> <li>KA2. Clinical guidelines for preparing a site for vascular access</li> <li>KA3. Where to obtain supplies of cleaning agents and reusable parts</li> </ul>
<p><b>B. Technical Knowledge</b></p>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>KB1. The three main types of vascular access (fistulae, grafts and catheters)</li> <li>KB2. The process for predialysis assessments for all types of vascular access.</li> <li>KB3. The methods of needle insertion for AVFs and grafts.</li> <li>KB4. The process for predialysis assessment, accessing procedure, exit site care, and monitoring of catheters</li> <li>KB5. How fistulae are created and the pros and cons of these</li> <li>KB6. How to assess the maturity of a fistula</li> <li>KB7. How grafts are created and the pros and cons of these</li> <li>KB8. How catheters are placed and the various methods of catheter placement (both short and long term)</li> <li>KB9. The pros and cons of catheters</li> <li>KB10. The types of catheter and port/catheter devices</li> <li>KB11. How to assess a fistula or graft prior to each treatment by inspecting (looking for infection, steal syndrome, stenosis, etc.), auscultating (listening for bruit and deep access location), and palpating (feeling for skin temperature, thrill, stenosis, vein diameter etc.) the access</li> <li>KB12. How to assess the blood flow before inserting a needle into the fistula/ graft</li> <li>KB13. How to assess catheters prior to dialysis treatment</li> <li>KB14. The considerations for accessing catheters and cleansing exit sites</li> <li>KB15. The various methods for preparing a patient's skin for cannulation</li> <li>KB16. How to prepare a patient's skin for cannulation using anti-bacterial solutions</li> <li>KB17. How to apply a tourniquet</li> <li>KB18. How to select a site for cannulation and insert a needle into the patient's vein</li> <li>KB19. The concept of Antegrade and retrograde needle direction</li> <li>KB20. How to rotate cannulation sites for fistulae and grafts</li> <li>KB21. How to secure needles after insertion</li> <li>KB22. Common complications that occur due to:             <ul style="list-style-type: none"> <li>a. Fistulae, grafts and catheters</li> <li>b. Poor needle site rotation</li> <li>c. Dialysis</li> </ul> </li> </ul>

### HSS/ N 2710: Evaluate and prepare the site for cannulation

	KB23. How to monitor catheters during the treatments KB24. Post-dialysis care for fistulae, catheters and grafts
<b>Skills (S) (Optional)</b>	
<b>C. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:  SA1. Record and report the procedures performed SA2. Record the assessment of the vascular site SA3. Record any problems observed with the fistula, graft or catheter
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:  SA4. Follow instructions for vascular access
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:  SA5. Communicate any unusual findings regarding the access sites or patient assessment to the appropriate medical personnel
<b>D. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to:  SB1. Identify complications in vascular access SB2. Know when to request for medical attention to a patient's access site, graft, catheter or fistula
	<b>Plan and Organise</b>
	The user/individual on the job needs to:  SB3. Plan and organise the dialysis process
	<b>Patient Centricity</b>
	The user/individual on the job needs to know:  SB4. The importance of cleaning and sterilisation to prevent the spread of infection SB5. How to calm and reassure a patient SB6. How to deal with fear of needles in a patient
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:  SB7. Handle any complication in initiating vascular access
<b>Analytical Thinking</b>	

**HSS/ N 2710: Evaluate and prepare the site for cannulation**

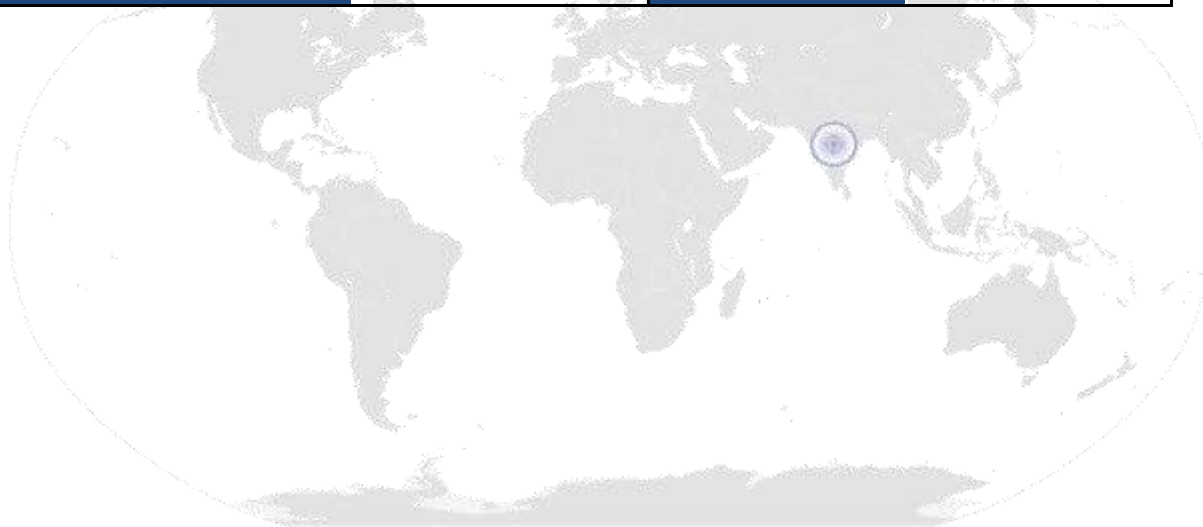
	The user/individual on the job needs to know and understand how to:
	SB8. Perform cleaning and sterilisation procedures in a meticulous manner
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB9. Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to belief and action



HSS/ N 2710: Evaluate and prepare the site for cannulation

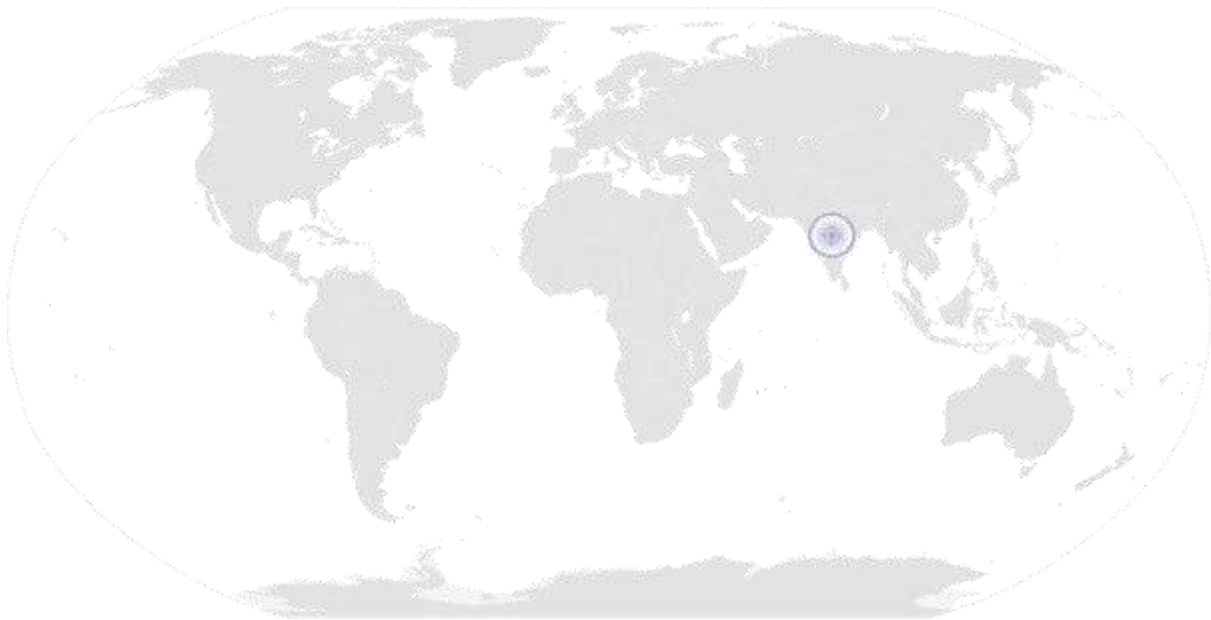
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2710		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2711: Respond to dialysis related emergencies in patient and equipment

# National Occupational Standards



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## Overview

**This OS unit describes the knowledge, understanding, skills required of a Dialysis Technician for responding to any complications or emergencies in the equipment or the patient related to dialysis during the treatment.**

### HSS/ N 2711: Respond to dialysis related emergencies in patient and equipment

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2711
	<b>Unit Title (Task)</b>	Respond to dialysis related emergencies in patient and equipment
	<b>Description</b>	This OS unit is about responding to any complications or emergencies in the equipment or the patient related to dialysis during the treatment
	<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Monitoring the patient and equipment during the treatment</li> <li>Identifying and responding to any complications or emergencies</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC1. Clean up any spillage</li> <li>PC2. Know when the dialysate, dialyzer or other constituents need to be replaced</li> <li>PC3. Follow standard sterilisation and cleaning procedure for the unit</li> <li>PC4. Disinfect dialysis machine according to the manufacturer’s recommendations</li> <li>PC5. The dialysate circuit should be exposed to disinfectant</li> </ul>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. What are the standard procedures for cleaning and sterilization of the machine/unit</li> <li>KA2. Where to obtain supplies of cleaning agents and reusable parts</li> <li>KA3. About the servicing policies adopted by the organisation</li> </ul>
	<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KB1. The cleaning and maintenance procedures of the machine</li> <li>KB2. How the reused bicarbonate/acid containers be disinfected between use</li> <li>KB3. How to disinfect the system using disinfectants and rinse solutions</li> <li>KB4. How to rinse machines between chemicals and before a dialysis session</li> <li>KB5. The Dead space is needed between dialysate effluent line and drain</li> <li>KB6. Which parts need replacement and how to do it</li> <li>KB7. How to undertake sterilisation of the unit</li> <li>KB8. The components of the dialysis unit and their functioning</li> </ul>
<b>Skills (S) (Optional)</b>		
<b>E. Core Skills/</b>	<b>Writing Skills</b>	



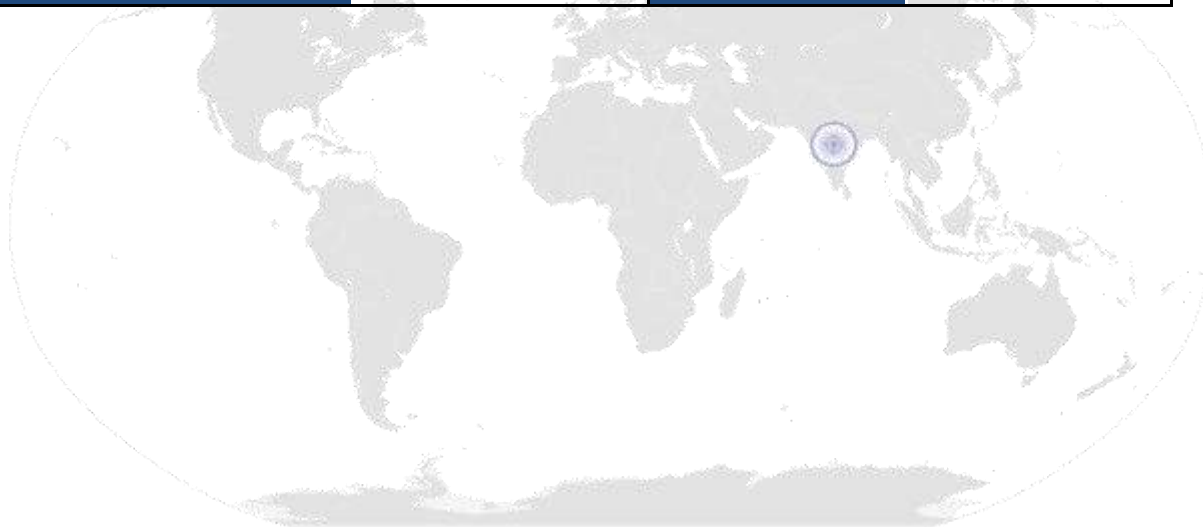
### HSS/ N 2711: Respond to dialysis related emergencies in patient and equipment

<b>Generic Skills</b>	The user/ individual on the job needs to know and understand how to:  SA1. Record and report cleaning and sterilisation procedures performed
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:  SA2. Follow instructions on the user manual/brochure of the machine
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:  SA3. Communicate any unusual findings regarding machine components or sterilisation to the bio-medical engineer or senior technician
<b>F. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to:  SB1. Identify components which need to be replaced SB2. Know which type of observations regarding machine-care need to be reported immediately
	<b>Plan and Organise</b>
	The user/individual on the job needs to:  SB3. Plan and organise the cleaning and sterilisation process as per the schedule
	<b>Patient Centricity</b>
	The user/individual on the job needs to know:  SB4. The importance of cleaning and sterilisation to prevent the spread of infection
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:  SB5. Handle any accidental spillage or contamination of the unit
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB6. Perform cleaning and sterilisation procedures in a meticulous manner
<b>Critical Thinking</b>	
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	

HSS/ N 2711: Respond to dialysis related emergencies in patient and equipment

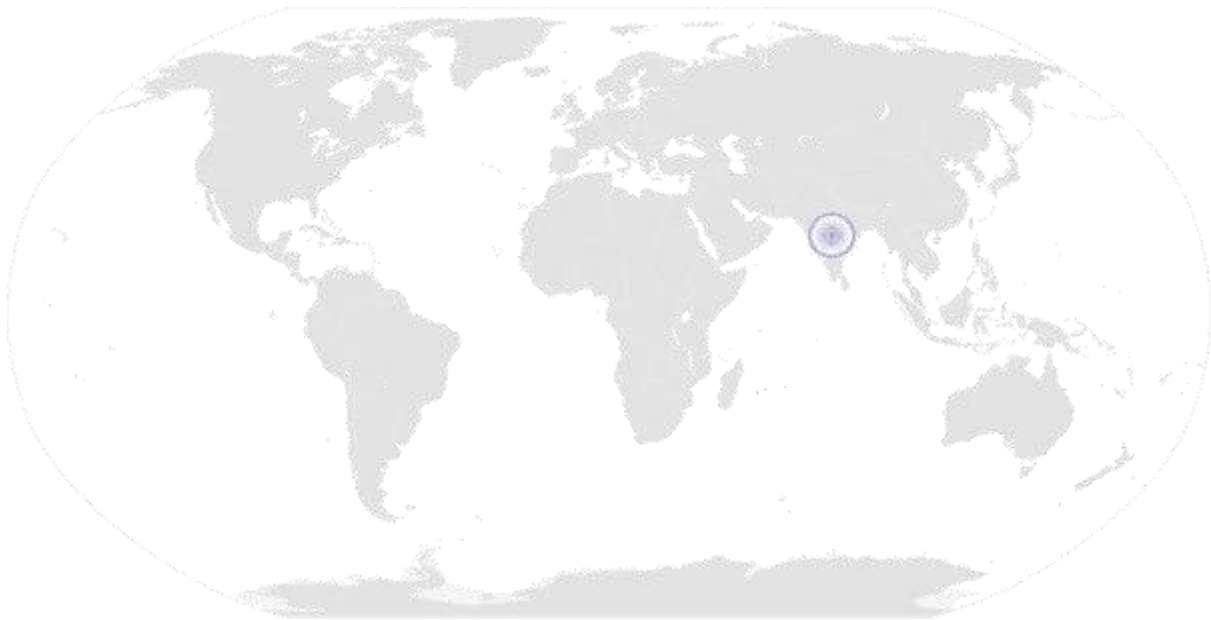
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2711		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2712: Reprocess dialysers

# National Occupational Standards



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## Overview

This OS unit is about aftercare and cleaning of the machine by the dialysis technician to be ready for the next use. Aftercare & cleaning of the dialysis unit is necessary to keep it sterile and maintain its accuracy and functionality for subsequent use.

### HSS/ N 2712: Reprocess dialysers

National Occupational Standard

<b>Unit Code</b>	HSS/ N 2712
<b>Unit Title (Task)</b>	Reprocess dialysers
<b>Description</b>	This OS unit is about aftercare and cleaning of the machine by the dialysis technician and prepare it for the next patient. Aftercare & cleaning of the dialysis unit is necessary to keep it sterile and maintain its accuracy and functionality for subsequent use.
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Performing the standard procedure for cleaning the different parts using appropriate cleaning agents</li> <li>Performing procedures to keep the unit sterile and functional</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC6. Clean up any spillage</li> <li>PC7. Know when the dialysate, dialyzer or other constituents need to be replaced</li> <li>PC8. Follow standard sterilisation and cleaning procedure for the unit</li> <li>PC9. Disinfect dialysis machine according to the manufacturer's recommendations</li> <li>PC10. The dialysate circuit should be exposed to disinfectant</li> </ul>
<b>Knowledge and Understanding (K)</b>	
<b>B. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA4. What are the standard procedures for cleaning and sterilization of the machine/unit</li> <li>KA5. Where to obtain supplies of cleaning agents and reusable parts</li> <li>KA6. About the servicing policies adopted by the organisation</li> </ul>
<b>B. Technical Knowledge</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KB9. The cleaning and maintenance procedures of the machine</li> <li>KB10. How the reused bicarbonate/acid containers be disinfected between use</li> <li>KB11. How to disinfect the system using disinfectants and rinse solutions</li> <li>KB12. How to rinse machines between chemicals and before a dialysis session</li> <li>KB13. The Dead space is needed between dialysate effluent line and drain</li> <li>KB14. Which parts need replacement and how to do it</li> <li>KB15. How to undertake sterilisation of the unit</li> <li>KB16. The components of the dialysis unit and their functioning</li> </ul>
<b>Skills (S) (Optional)</b>	

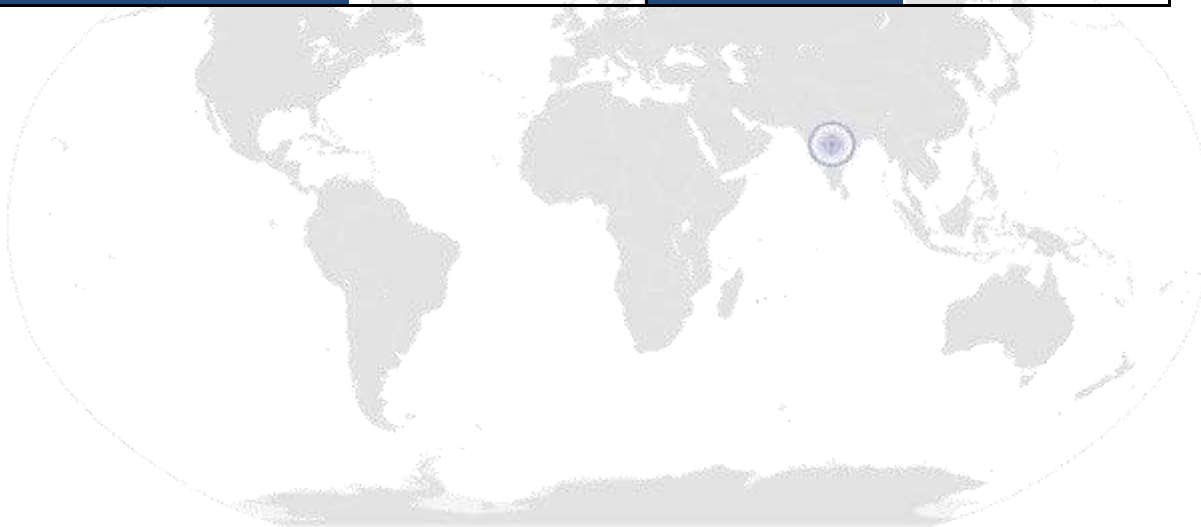
### HSS/ N 2712: Reprocess dialysers

<b>G. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:  SA4. Record and report cleaning and sterilisation procedures performed
	<b>Reading Skills</b>
	The user/individual on the job needs to know and understand how to:  SA5. Follow instructions on the user manual/brochure of the machine
	<b>Oral Communication (Listening and Speaking skills)</b>
	The user/individual on the job needs to know and understand how to:  SA6. Communicate any unusual findings regarding machine components or sterilisation to the bio-medical engineer or senior technician
<b>H. Professional Skills</b>	<b>Decision Making</b>
	The user/individual on the job needs to:  SB8. Identify components which need to be replaced SB9. Know which type of observations regarding machine-care need to be reported immediately
	<b>Plan and Organise</b>
	The user/individual on the job needs to:  SB10. Plan and organise the cleaning and sterilisation process as per the schedule
	<b>Patient Centricity</b>
	The user/individual on the job needs to know:  SB11. The importance of cleaning and sterilisation to prevent the spread of infection
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:  SB12. Handle any accidental spillage or contamination of the unit
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB13. Perform cleaning and sterilisation procedures in a meticulous manner
<b>Critical Thinking</b>	
The user/individual on the job 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	

HSS/ N 2712: Reprocess dialysers

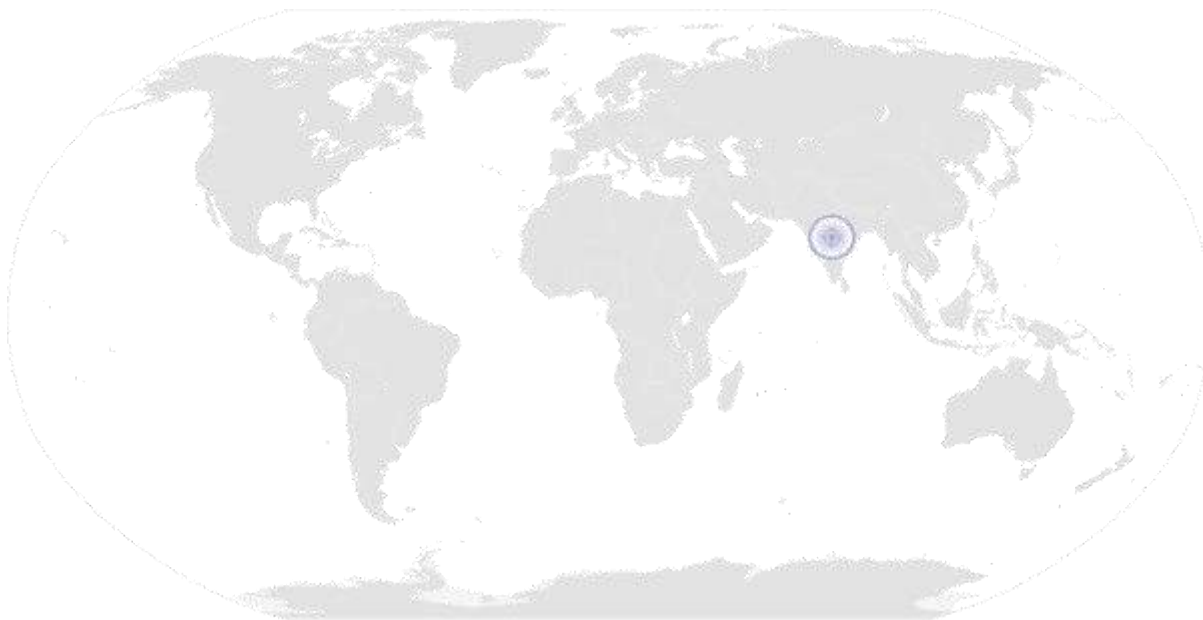
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2712		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 2713: Operate and maintain water treatment plant

# National Occupational Standards



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## Overview

This OS unit is about operating, maintaining and monitoring the water treatment plant.

**HSS/ N 2713: Operate and maintain water treatment plant**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 2713
	<b>Unit Title (Task)</b>	Operate and maintain water treatment plant
	<b>Description</b>	This OS unit is about operating, maintaining, and monitoring the water treatment plant
	<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>Checking and maintaining the water treatment plant for proper functioning</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Check the incoming water temperature</p> <p>PC2. Look around the RO(reverse osmosis) system for any visible fluid leaks</p> <p>PC3. Check and record the pressure gauge</p> <p>PC4. Measure and record the pressures before and after the endotoxin filter</p> <p>PC5. Record all checks, including time and initials, on the Daily Dialysis Water Equipment Monitoring Log Sheet</p> <p>PC6. Check and record the pump, reject, and product pressures</p> <p>PC7. Check and record the recycle, waste, and permeate flow rates</p> <p>PC8. Check and record the inlet and permeate conductivities</p> <p>PC9. Read the RO monitor and record the conductivity and percent rejection</p> <p>PC10. Check and record the pump run hours</p> <p>PC11. Check the multi-media sediment filter</p> <p>PC12. Measure and record the pressures before and after the multi-media filter</p> <p>PC13. Check the water softener</p> <p>PC14. Measure and record the pressures before and after the water softener</p> <p>PC15. Check and record the setting for the regeneration timer. The timer should be set to activate when the facility, especially the RO, is not operating</p> <p>PC16. Check the brine tank</p>
	<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. What are the standard procedures for cleaning and sterilization of the machine/unit</p> <p>KA2. Where to obtain supplies of cleaning agents and reusable parts</p> <p>KA3. About the servicing policies adopted by the organisation</p>	

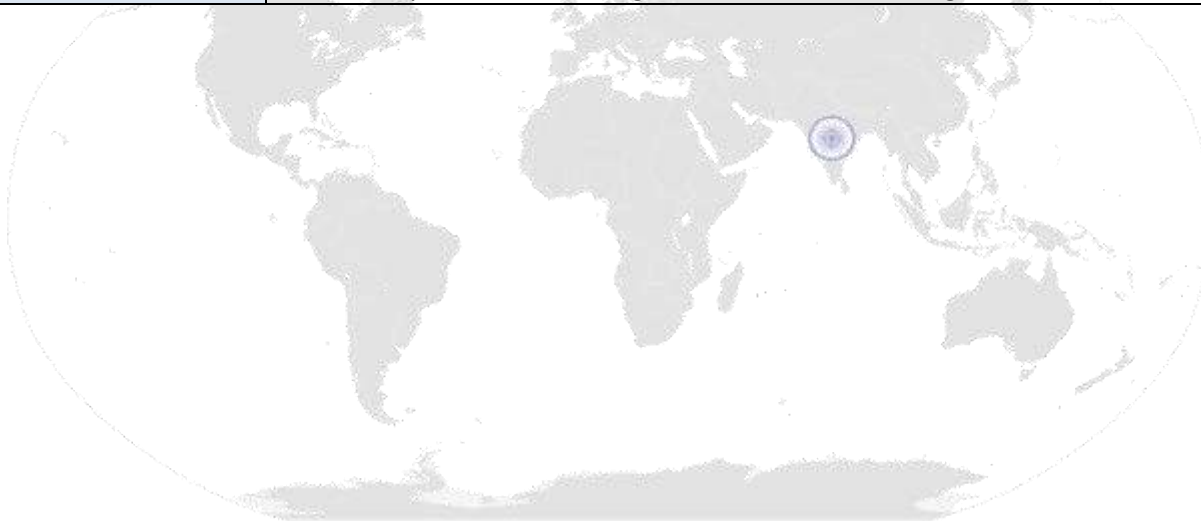


### HSS/ N 2713: Operate and maintain water treatment plant

<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand how to:</p> <p>KB1. Measure and record the pressures before and after the pre-filter</p> <p>KB2. Calculate and record the pressure change across the pre-filter</p> <p>KB3. Calculate and record the pressure change across the filter</p> <p>KB4. Perform chemical analyses for contaminants in the water, If the conductivity is less than the prescribed limit</p> <p>KB5. Perform chemical analyses for contaminants in the water, If the percent rejection is less than 90%</p> <p>KB6. Look for the presence of a salt bridge, where salt at the top of the tank solidifies, making it appear as though the tank is full when it is actually empty underneath</p> <p>KB7. Check and record whether the salt pellets fill at least half the tank</p> <p>KB8. Test for total hardness</p> <p>KB9. Collect a sample of water at the water softener output</p> <p>KB10. Use an EDTA (Ethylenediaminetetraacetic acid) test or dip-and-read test strips to test for total hardness by measuring the calcium carbonate concentration</p>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<p><b>Writing Skills</b></p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Record and report the faults</p> <p><b>Reading Skills</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA2. Follow instructions on the user manual/brochure of the machine</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. Communicate any unusual findings regarding machine components or sterilisation to the bio-medical engineer or senior technician</p>
<b>B. Professional Skills</b>	<p><b>Decision Making</b></p> <p>The user/individual on the job needs to:</p> <p>SB1. Identify components which need to be replaced</p> <p>SB2. Know which type of observations regarding water treatment plant-care need to be reported immediately</p> <p><b>Plan and Organise</b></p> <p>The user/individual on the job needs to:</p> <p>SB3. Plan and organise the checking and maintenance as per the schedule</p> <p><b>Patient Centricity</b></p>

**HSS/ N 2713: Operate and maintain water treatment plant**

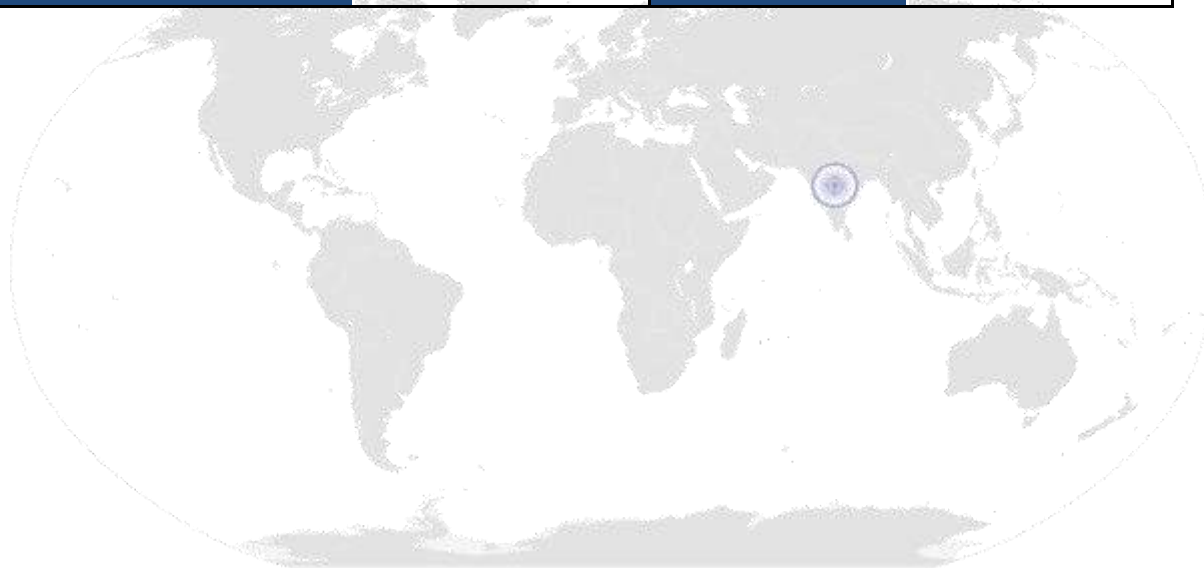
	The user/individual on the job needs to know:
	SB4. The importance of maintenance to prevent the spread of infection
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:
	SB5. Handle any accidental spillage or contamination of the unit
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:
SB6. Perform procedure in a meticulous manner	
<b>Critical Thinking</b>	
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	



HSS/ N 2713: Operate and maintain water treatment plant

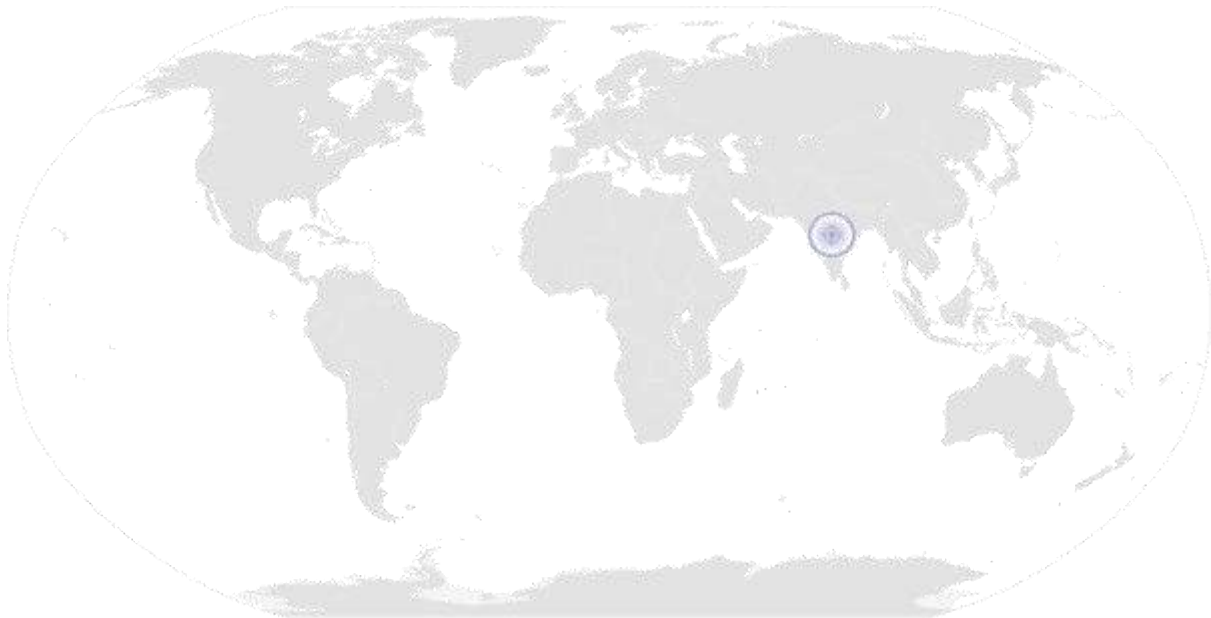
## NOS Version Control

<b>NOS Code</b>	HSS/ N 2713		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	5-7	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
<b>Occupation</b>	Dialysis Technician	<b>Next review date</b>	22/05/15



HSS/ N 9603: Act within the limits of one's competence and authority

# National Occupational Standards



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## 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**

**HSS/ N 9603: Act within the limits of one's competence and authority**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 9603
	<b>Unit Title (Task)</b>	<b>Act within the limits of one's competence and authority</b>
	<b>Description</b>	<p>This OS unit is about recognising the boundaries of the role and responsibilities and working within the level of competence in accordance with legislation, protocols and guidelines</p> <p>This is applicable to all Allied Health Professionals working in an organised, regulated environment</p>
	<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Acting within the limit of one's competence and authority;             <ul style="list-style-type: none"> <li>○ Knowing one's job role</li> <li>○ Knowing one's job responsibility</li> <li>○ Recognising the job role and responsibilities of co workers</li> </ul> </li> </ul> <p><b>Reference:</b> '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'.</p>
<b>Performance Criteria (PC) wrt The Scope</b>		
<b>Element</b>	<b>Performance Criteria</b>	
	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Adhere to legislation, protocols and guidelines relevant to one's role and field of practice</p> <p>PC2. Work within organisational systems and requirements as appropriate to one's role</p> <p>PC3. Recognise the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority</p> <p>PC4. Maintain competence within one's role and field of practice</p> <p>PC5. Use relevant research based protocols and guidelines as evidence to inform one's practice</p> <p>PC6. Promote and demonstrate good practice as an individual and as a team member at all times</p> <p>PC7. Identify and manage potential and actual risks to the quality and safety of practice</p> <p>PC8. Evaluate and reflect on the quality of one's work and make continuing improvements</p>	
<b>Knowledge and Understanding (K)</b>		
<b>A. Organisational Context</b>	The user/individual on the job needs to know and understand:	

**HSS/ N 9603: Act within the limits of one’s competence and authority**

<p>(Knowledge of the Healthcare provider/ Organisation and its processes)</p>	<p>KA1. The relevant legislation, standards, policies, and procedures followed in the organisation            KA2. The medical procedures and functioning of required medical equipment            KA3. Role and importance of assisting other healthcare providers in delivering care</p>
<p><b>B. Technical Knowledge</b></p>	<p>The user/individual on the job needs to know and understand:</p> <p>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:</p> <ul style="list-style-type: none"> <li>○ Working outside the boundaries of competence and authority</li> <li>○ Not keeping up to date with best practice</li> <li>○ Poor communication</li> <li>○ Insufficient support</li> <li>○ Lack of resources</li> </ul> <p>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</p>
<p><b>Skills (S)</b></p>	
<p><b>A. Core Skills /Generic Skills</b></p>	<p><b>Writing Skills</b></p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Document reports, task lists, and schedules            SA2. Prepare status and progress reports            SA3. Record daily activities            SA4. Update other co-workers</p> <p><b>Reading Skills</b></p>

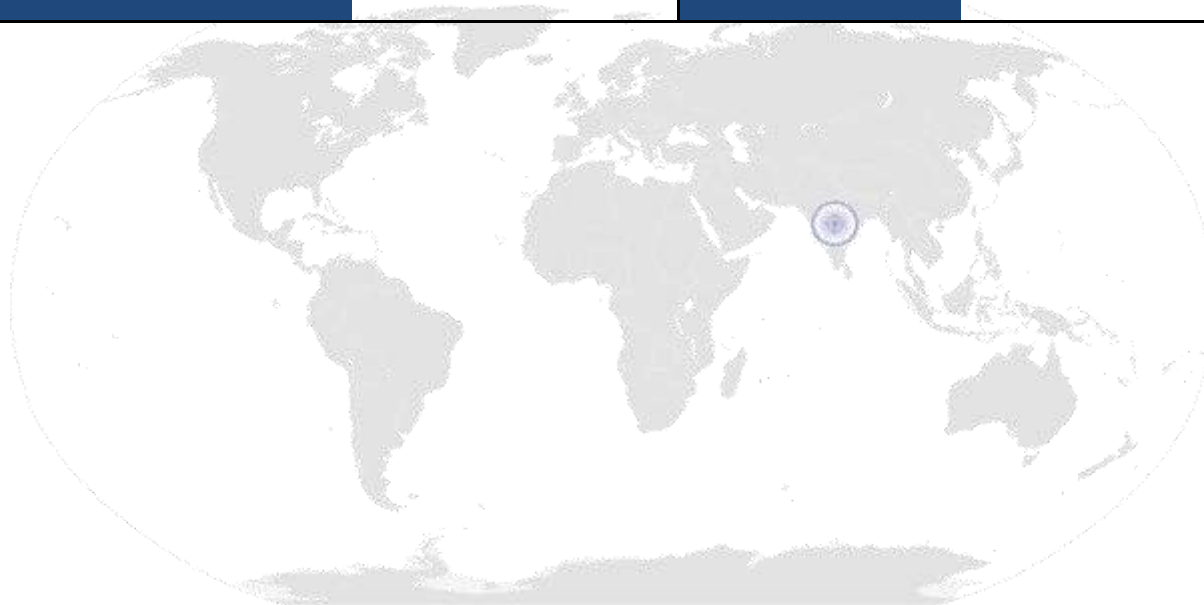
**HSS/ N 9603: Act within the limits of one's competence and authority**

	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read about changes in legislations and organisational policies SA6. Keep updated with the latest knowledge</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>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</p>
<b>B. Professional Skills</b>	<p><b>Decision Making</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Make decisions pertaining to the concerned area of work in relation to job role</p>
	<p><b>Plan and Organise</b></p> <p>Not applicable</p>
	<p><b>Patient Centricity</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>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)</p>
	<p><b>Problem Solving</b></p> <p>Not applicable</p>
	<p><b>Analytical Thinking</b></p> <p>Not applicable</p>
	<p><b>Critical Thinking</b></p> <p>Not applicable</p>

HSS/ N 9603: Act within the limits of one's competence and authority

## NOS Version Control

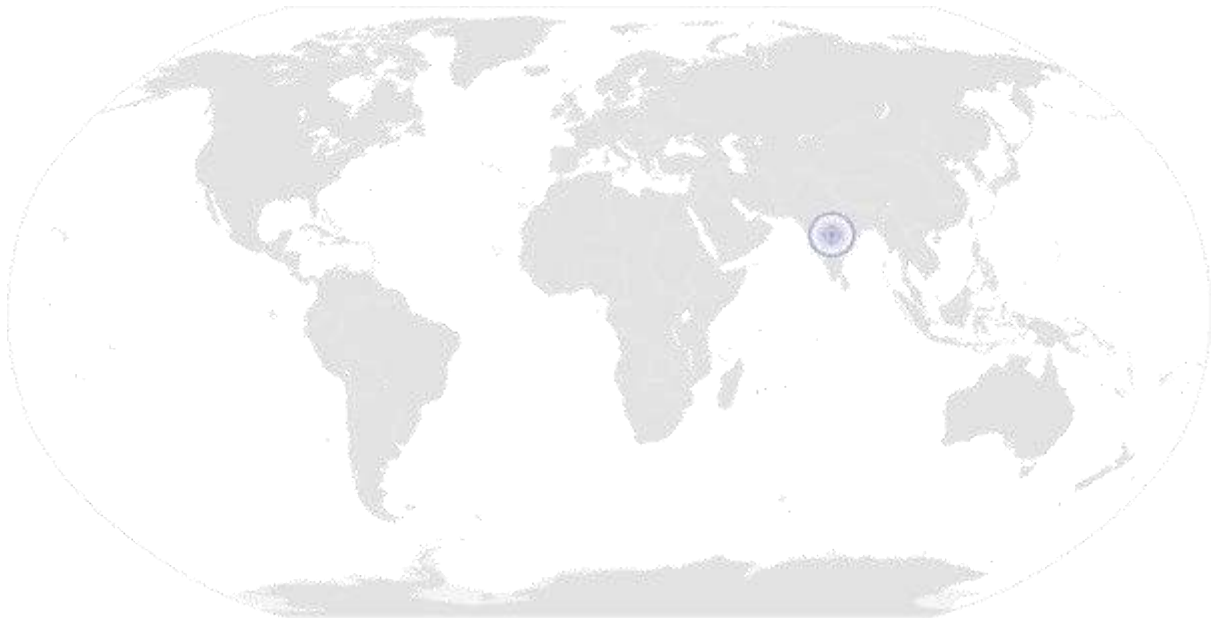
NOS Code	HSS/ N 9603		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]	Not applicable	Version number	1
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
		Next review date	22/05/15





HSS/ N 9604: Work effectively with others

# National Occupational Standards



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## 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**

## HSS/ N 9604: Work effectively with others

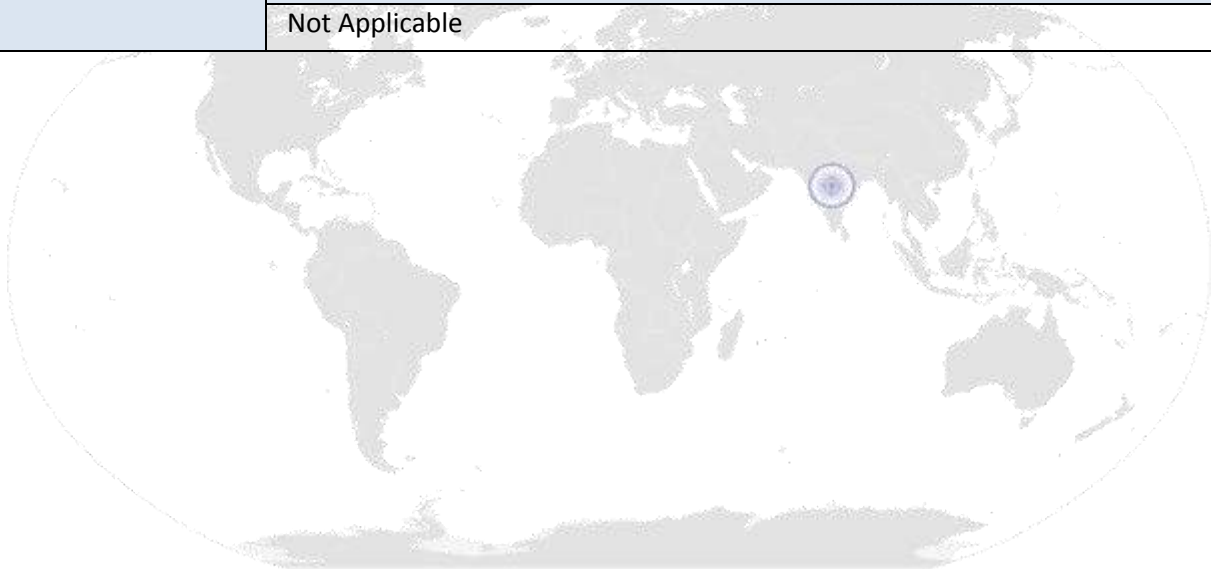
National Occupational Standard	<b>Unit Code</b>	HSS/ N 9604
	<b>Unit Title (Task)</b>	Work effectively with others
	<b>Description</b>	This OS unit is about working effectively with other people who can be part of the immediate team, organisation or external to the team or organisation This OS unit applies to all Allied health professionals working in a team or collaborative environment
	<b>Scope</b>	This unit covers the following: <ul style="list-style-type: none"> <li>Working with other people to meet requirements</li> <li>Sharing information with others to enable efficient delivery of work</li> <li>Communicating with other team members and people internal or external to the organisation</li> </ul>
	<b>Performance Criteria (PC) wrt The Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/ individual on the job must be able to: <p>PC1. Communicate with other people clearly and effectively</p> <p>PC2. Integrate one's work with other people's work effectively</p> <p>PC3. Pass on essential information to other people on timely basis</p> <p>PC4. Work in a way that shows respect for other people</p> <p>PC5. Carry out any commitments made to other people</p> <p>PC6. Reason out the failure to fulfill commitment</p> <p>PC7. Identify any problems with team members and other people and take the initiative to solve these problems</p> <p>PC8. Follow the organisation's policies and procedures</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	To be competent the user/ individual on the job needs to know and understand: <p>KA1. The people who make up the team and how they fit into the work of the organisation</p> <p>KA2. The responsibilities of the team and their importance to the organisation</p> <p>KA3. The business, mission, and objectives of the organisation</p> <p>KA4. Effective working relationships with the people external to the team, with which the individual works on a regular basis</p> <p>KA5. Procedures in the organisation to deal with conflict and poor working relationships</p>
	<b>B. Technical Knowledge</b>	To be competent the user/ individual on the job needs to know and understand: <p>KB1. The importance of communicating clearly and effectively with other people and how to do so face-to-face, by telephone and in writing</p> <p>KB2. The essential information that needs to be shared with other people</p> <p>KB3. The importance of effective working relationships and how these can contribute towards effective working relationships on a day-to-day basis</p> <p>KB4. The importance of integrating ones work effectively with others</p>

**HSS/ N 9604: Work effectively with others**

	<p>KB5. The types of working relationships that help people to work well together and the types of relationships that need to be avoided</p> <p>KB6. The types of opportunities an individual may seek out to improve relationships with others</p> <p>KB7. How to deal with difficult working relationships with other people to sort out problems</p>
<b>Skills (S)</b>	
<b>A. Core Skills / Generic Skills</b>	<b>Writing Skills</b>
	<p>To be competent, the user / individual on the job needs to know and understand how to:</p> <p>SA1. Communicate essential information in writing</p> <p>SA2. Write effective communications to share information with the team members and other people outside the team</p>
	<b>Reading Skills</b>
	<p>To be competent, the user/individual on the job needs to know and understand how to:</p> <p>SA3. Read and understand essential information</p>
	<b>Oral Communication (Listening and speaking skills)</b>
	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SA4. Communicate essential information to colleagues face-to-face or through telecommunications</p> <p>SA5. Question others appropriately in order to understand the nature of the request or compliant</p>
	<b>Decision Making</b>
<b>B. Professional Skills</b>	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SB1. Make decisions pertaining to work</p>
	<b>Plan and Organise</b>
	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SB2. Plan and organise files and documents</p>
	<b>Patient Centricity</b>
<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SB3. Communicate effectively with patients and their family, physicians, and other members of the health care team</p>	

**HSS/ N 9604: Work effectively with others**

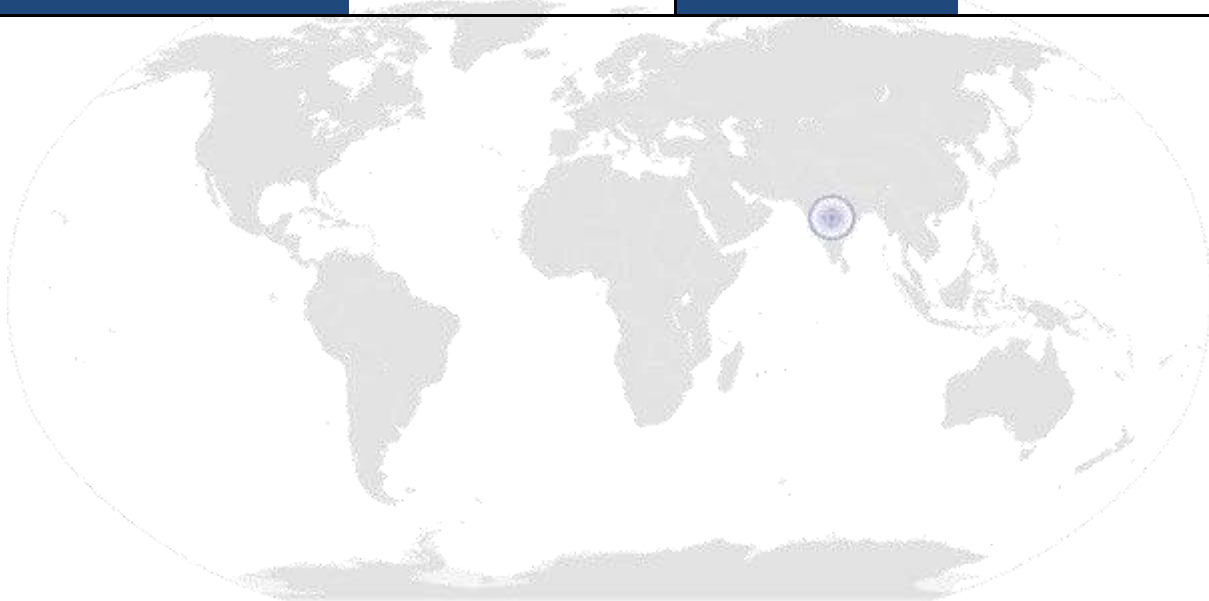
	SB4. Be capable of being responsive, listen empathetically to establish rapport in a way that promotes openness on issues of concern
	SB5. Be sensitive to potential cultural differences
	SB6. Maintain patient confidentiality
	SB7. Respect the rights of the patient(s)
	<b>Problem Solving</b>
	To be competent, the user/ individual on the job needs to know and understand how to: SB8. Identify problems while working with others and devise effective solutions
	<b>Analytical Thinking</b>
Not applicable	
<b>Critical Thinking</b>	
Not Applicable	



HSS/ N 9604: Work effectively with others

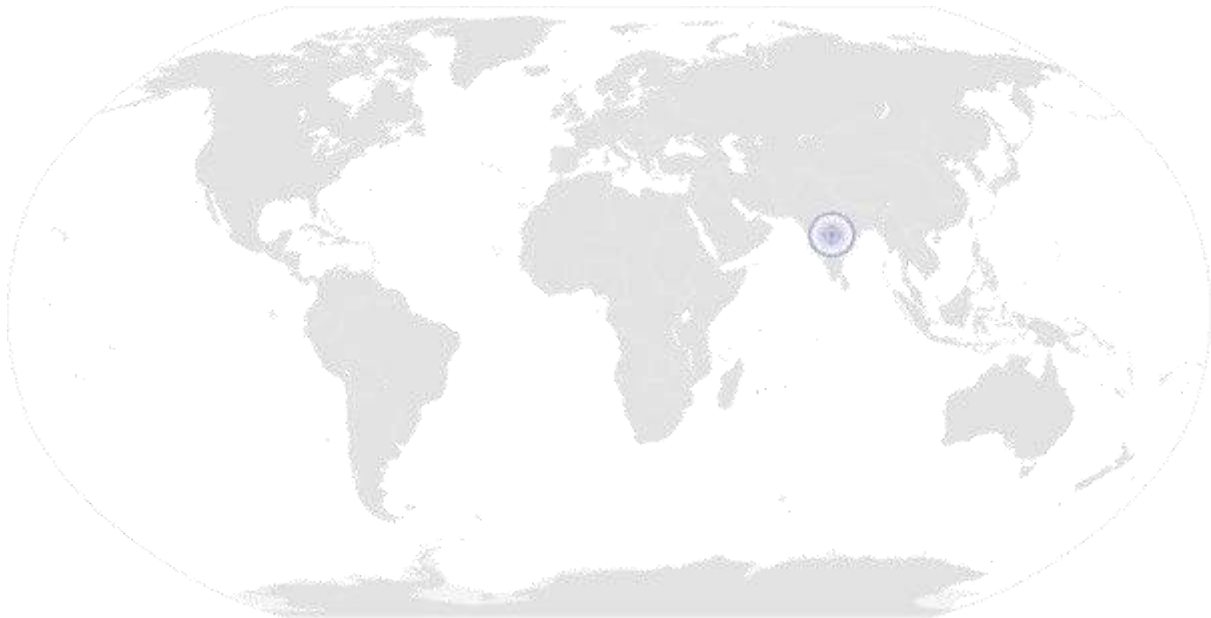
## NOS Version Control

<b>NOS Code</b>	HSS/ N 9604		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	Not applicable	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	28/01/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	Dd/mm/yy
		<b>Next review date</b>	Dd/mm/yy



HSS/ N 9606: Maintain a safe, healthy, and secure working environment

# National Occupational Standards



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## 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.**

**HSS/ N 9606: Maintain a safe, healthy, and secure working environment**

National Occupational Standard	<b>Unit Code</b>	HSS/ N 9606
	<b>Unit Title (Task)</b>	<b>Maintain a safe, healthy, and secure working environment</b>
	<b>Description</b>	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
	<b>Scope</b>	This unit covers the following: <ul style="list-style-type: none"> <li>• Complying the health, safety and security requirements and procedures for workplace</li> <li>• Handling any hazardous situation with safely, competently and within the limits of authority</li> <li>• Reporting any hazardous situation and breach in procedures to ensure a safe, healthy, secure working environment</li> </ul>
	<b>Performance Criteria (PC) wrt The Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
		To be competent, the user/ individual on the job must be able to: <p>PC1. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements</p> <p>PC2. Comply with health, safety and security procedures for the workplace</p> <p>PC3. Report any identified breaches in health, safety, and security procedures to the designated person</p> <p>PC4. Identify potential hazards and breaches of safe work practices</p> <p>PC5. Correct any hazards that individual can deal with safely, competently and within the limits of authority</p> <p>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</p> <p>PC7. Follow the organisation’s emergency procedures promptly, calmly, and efficiently</p> <p>PC8. Identify and recommend opportunities for improving health, safety, and security to the designated person</p> <p>PC9. Complete any health and safety records legibly and accurately</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	To be competent, the user/ individual on the job needs to know and understand: <p>KA1. The importance of health, safety, and security in the workplace</p> <p>KA2. The basic requirements of the health and safety and other legislations and regulations that apply to the workplace</p> <p>KA3. The person(s) responsible for maintaining healthy, safe, and secure workplace</p> <p>KA4. The relevant up-to-date information on health, safety, and security that applies to the workplace</p> <p>KA5. How to report the hazard</p> <p>KA6. The responsibilities of individual to maintain safe, healthy and secure workplace</p>

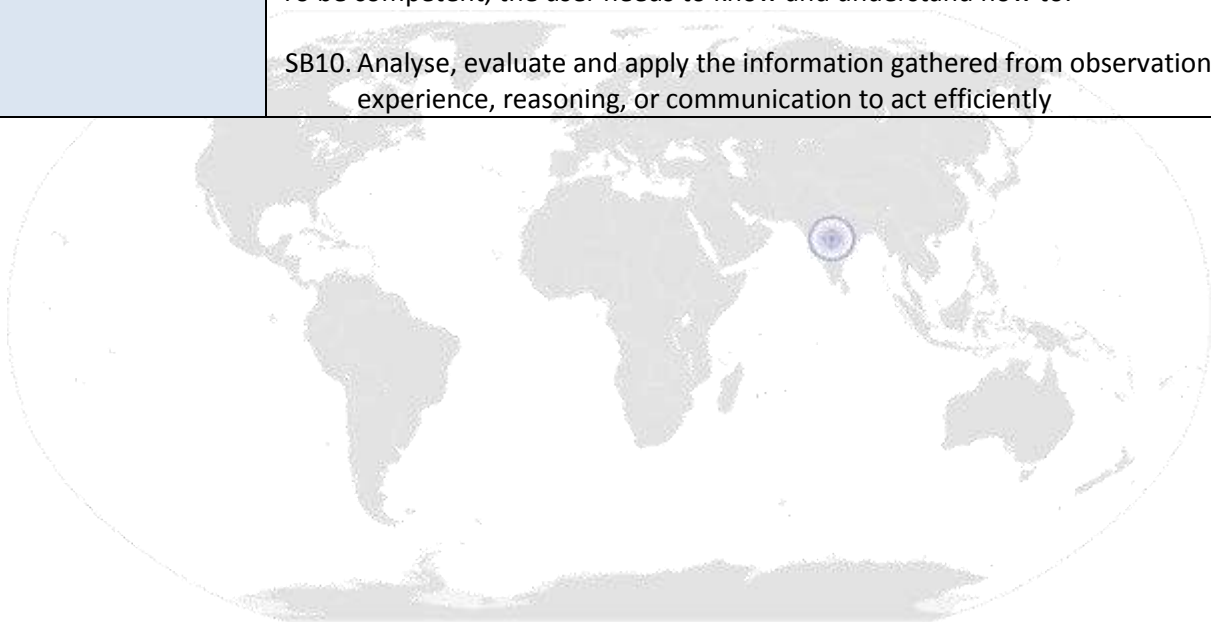
**HSS/ N 9606: Maintain a safe, healthy, and secure working environment**

<b>B. Technical Knowledge</b>	<p>To be competent, the user / individual on the job needs to know and understand:</p> <p>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</p>
<b>Skills (S)</b>	
<b>A. Generic Skills</b>	<b>Writing Skills</b>
	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SA1. Report and record incidents</p>
	<b>Reading Skills</b>
	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SA2. Read and understand company policies and procedures</p>
	<b>Oral Communication (Listening and speaking skills)</b>
	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SA3. Clearly report hazards and incidents with the appropriate level of urgency</p>
<b>B. Professional Skills</b>	<b>Decision Making</b>
	<p>To be competent, the user/ individual on the job needs to know and understand how to:</p> <p>SB1. Make decisions pertaining to the area of work</p>
	<b>Plan and Organise</b>
	<p>To be competent, the user / individual on the job needs to know and understand how to:</p> <p>SB2. Plan for safety of the work environment</p>
	<b>Patient Centricity</b>
	<p>To be competent, the user / individual on the job needs to know and understand:</p> <p>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</p>



**HSS/ N 9606: Maintain a safe, healthy, and secure working environment**

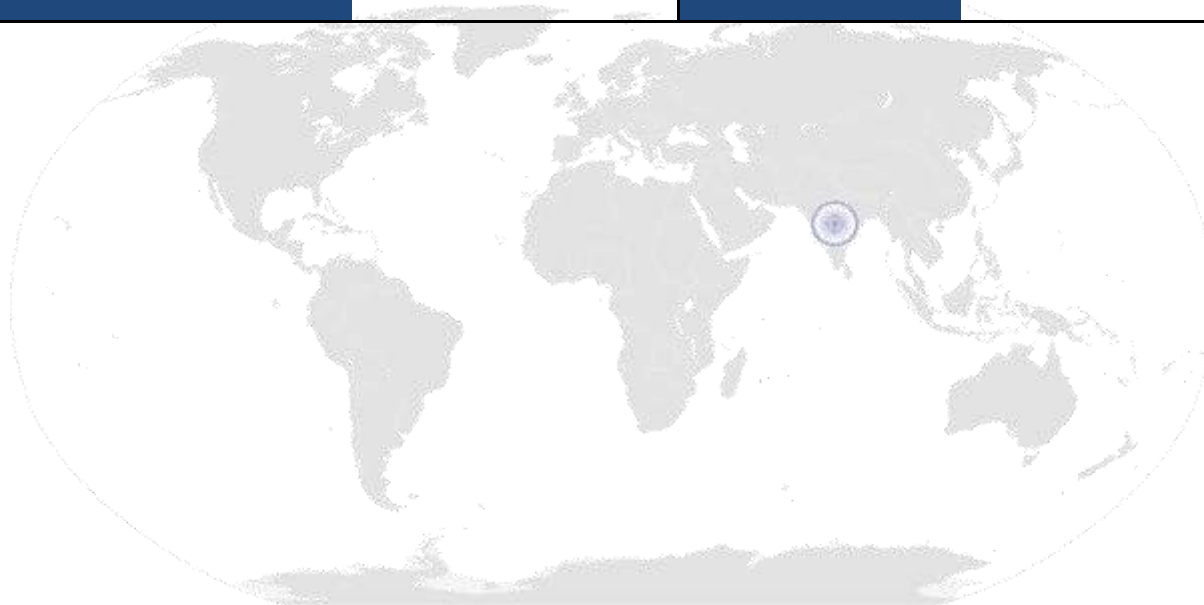
	SB5. Be sensitive to potential cultural differences
	SB6. Maintain patient confidentiality
	SB7. Respect the rights of the patient(s)
	<b>Problem Solving</b>
	To be competent, the user/ individual on the job needs to know and understand how to:
	SB8. Identify hazards, evaluate possible solutions and suggest effective solutions
	<b>Analytical Thinking</b>
	To be competent, the user needs to know and understand how to:
	SB9. Analyse the seriousness of hazards
	<b>Critical Thinking</b>
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	



HSS/ N 9606: Maintain a safe, healthy, and secure working environment

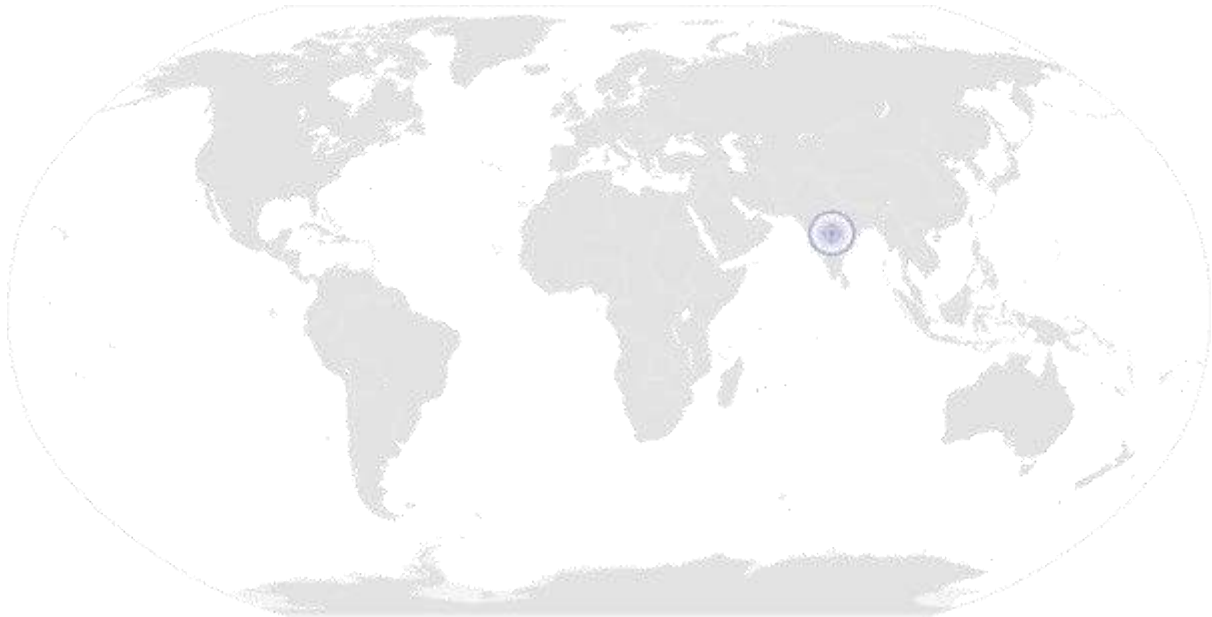
## NOS Version Control

NOS Code	HSS/ N 9606		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]	Not applicable	Version number	1
Industry	Health	Drafted on	12/05/13
Industry Sub-sector	Allied Health and Paramedics	Last reviewed on	22/05/13
		Next review date	22/05/15



HSS/ N 9609: Follow biomedical waste disposal protocols

# National Occupational Standards



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## Overview

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

**HSS/ N 9609: Follow biomedical waste disposal protocols**

National Occupational Standard

<b>Unit Code</b>	<b>HSS/ N 9609</b>
<b>Unit Title (Task)</b>	<b>Follow biomedical waste disposal protocols</b>
<b>Description</b>	This OS unit is about the safe handling and management of health care waste. This unit applies to all Allied Health professionals.
<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Classification of the Waste Generated</li> <li>• Segregation of Biomedical Waste</li> <li>• Proper collection and storage of Waste</li> </ul> <p><b>Reference :</b> ‘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 ]’</p>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type</p> <p>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</p> <p>PC3. Segregate the waste material from work areas in line with current legislation and organisational requirements</p> <p>PC4. Segregation should happen at source with proper containment, by using different color coded bins for different categories of waste</p> <p>PC5. Check the accuracy of the labelling that identifies the type and content of waste</p> <p>PC6. Confirm suitability of containers for any required course of action appropriate to the type of waste disposal</p> <p>PC7. Check the waste has undergone the required processes to make it safe for transport and disposal</p> <p>PC8. Transport the waste to the disposal site, taking into consideration its associated risks</p> <p>PC9. Report and deal with spillages and contamination in accordance with current legislation and procedures</p> <p>PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context</b>	The user/individual on the job needs to know and understand:

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(Knowledge of the Healthcare provider/ Organisation and its processes)	<p>KA1. Basic requirements of the health and safety and other legislations and regulations that apply to the organisation</p> <p>KA2. Person(s) responsible for health, safety, and security in the organisation</p> <p>KA3. Relevant up-to-date information on health, safety, and security that applies to the organisation</p> <p>KA4. Organisation's emergency procedures and responsibilities for handling hazardous situations</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. How to categorise waste according to national, local and organisational guidelines</p> <p>KB2. The appropriate approved disposal routes for waste</p> <p>KB3. The appropriate containment or dismantling requirements for waste and how to make the waste safe for disposal</p> <p>KB4. The importance to adhere to the organisational and national waste management principles and procedures</p> <p>KB5. The hazards and risks associated with the disposal and the importance of risk assessments and how to provide these</p> <p>KB6. The personal protective equipment required to manage the different types of waste generated by different work activities</p> <p>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</p> <p>KB8. The required actions and reporting procedures for any accidents, spillages and contamination involving waste</p> <p>KB9. The requirements of the relevant external agencies involved in the transport and receipt of your waste</p> <p>KB10. The importance of segregating different types of waste and how to do this</p> <p>KB11. The safe methods of storage and maintaining security of waste and the permitted accumulation times</p> <p>KB12. The methods for transporting and monitoring waste disposal and the appropriateness of each method to a given scenario</p> <p>KB13. How to report any problems or delays in waste collection and where to seek advice and guidance</p> <p>KB14. The importance of the organisation monitoring and obtaining an assessment of the impact the waste has on the environment</p> <p>KB15. The current national legislation, guidelines, local policies and protocols which affect work practice</p> <p>KB16. The policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others</p>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<p><b>Writing Skills</b></p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Report and record incidents</p>

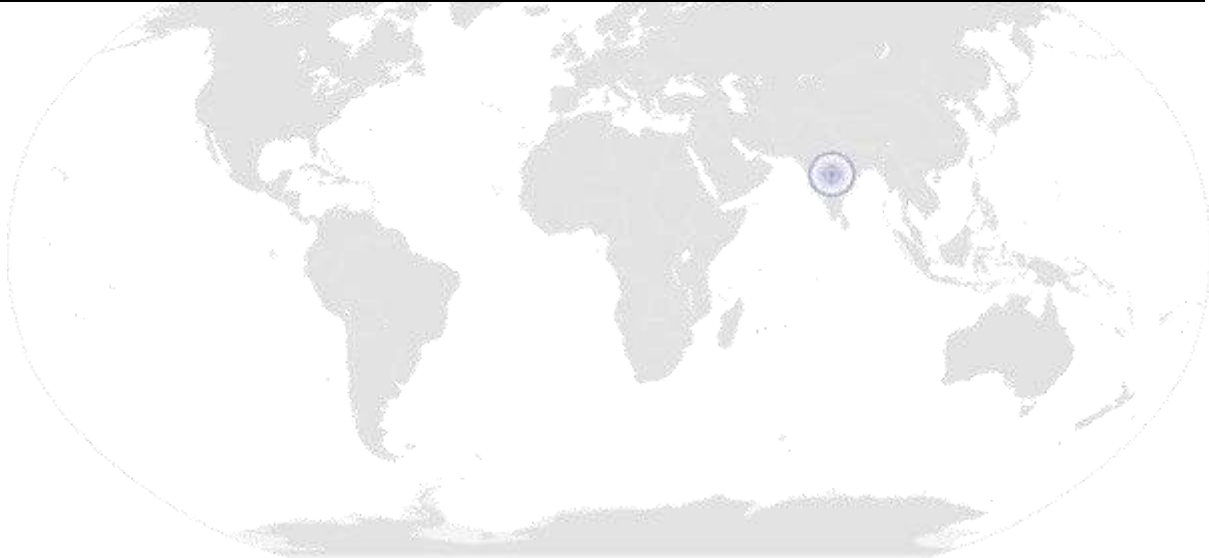
**HSS/ N 9609: Follow biomedical waste disposal protocols**

	<b>Reading Skills</b>
	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
	<b>Oral Communication (Listening and Speaking skills)</b>
	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>B. Professional Skills</b>	<b>Decision Making</b>
	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
	<b>Plan and Organise</b>
	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
	<b>Patient Centricity</b>
	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
	<b>Problem Solving</b>
	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
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:  SB8. Analyse the seriousness of hazards and proper waste management
	<b>Critical Thinking</b>
	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

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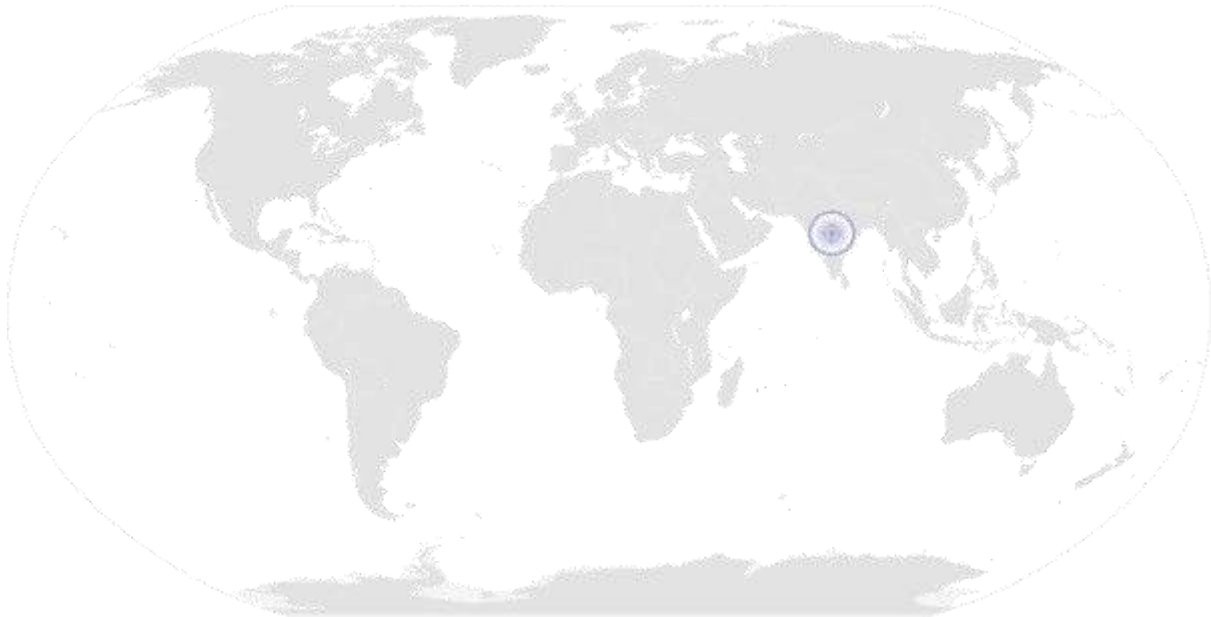
**NOS Version Control**

<b>NOS Code</b>	<b>HSS/ N 9609</b>		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	Not applicable	<b>Version number</b>	<b>1</b>
<b>Industry</b>	<b>Health</b>	<b>Drafted on</b>	<b>12/05/13</b>
<b>Industry Sub-sector</b>	<b>Allied Health and Paramedics</b>	<b>Last reviewed on</b>	<b>22/05/13</b>
		<b>Next review date</b>	<b>22/05/15</b>



HSS/ N 9609: Follow biomedical waste disposal protocols

# National Occupational Standards



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## Overview

**This Occupational Standard describes the knowledge, understanding, skills required of an Allied Health professional to comply with infection control policies and procedures.**



**HSS/ N 9609: Follow biomedical waste disposal protocols**

National Occupational Standard

<b>Unit Code</b>	<b>HSS/ N 9610</b>
<b>Unit Title (Task)</b>	<b>Follow infection control policies and procedures</b>
<b>Description</b>	<p>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.</p> <p>This unit applies to all Allied Health professionals.</p>
<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>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)</li> <li>Maintaining personal protection and preventing the transmission of infections from person to person</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC7. Perform the standard precautions to prevent the spread of infection in accordance with organisation requirements</p> <p>PC8. Perform the additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection</p> <p>PC9. Minimise contamination of materials, equipment and instruments by aerosols and splatter</p> <p>PC10. Identify infection risks and implement an appropriate response within own role and responsibility</p> <p>PC11. Document and report activities and tasks that put patients and/or other workers at risk</p> <p>PC12. Respond appropriately to situations that pose an infection risk in accordance with the policies and procedures of the organization</p> <p>PC13. Follow procedures for risk control and risk containment for specific risks</p> <p>PC14. Follow protocols for care following exposure to blood or other body fluids as required</p> <p>PC15. Place appropriate signs when and where appropriate</p> <p>PC16. Remove spills in accordance with the policies and procedures of the organization</p> <p>PC17. Maintain hand hygiene by washing hands before and after patient contact and/or after any activity likely to cause contamination</p> <p>PC18. Follow hand washing procedures</p> <p>PC19. Implement hand care procedures</p> <p>PC20. Cover cuts and abrasions with water-proof dressings and change as necessary</p> <p>PC21. Wear personal protective clothing and equipment that complies with Indian</p>

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	<p>Standards, and is appropriate for the intended use</p> <p>PC22. Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact</p> <p>PC23. Demarcate and maintain clean and contaminated zones in all aspects of health care work</p> <p>PC24. Confine records, materials and medicaments to a well-designated clean zone</p> <p>PC25. Confine contaminated instruments and equipment to a well-designated contaminated zone</p> <p>PC26. Wear appropriate personal protective clothing and equipment in accordance with occupational health and safety policies and procedures when handling waste</p> <p>PC27. Separate waste at the point where it has been generated and dispose of into waste containers that are colour coded and identified</p> <p>PC28. Store clinical or related waste in an area that is accessible only to authorised persons</p> <p>PC29. 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</p> <p>PC30. Dispose of waste safely in accordance with policies and procedures of the organisation and legislative requirements</p> <p>PC31. Wear personal protective clothing and equipment during cleaning procedures</p> <p>PC32. Remove all dust, dirt and physical debris from work surfaces</p> <p>PC33. Clean all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled</p> <p>PC34. Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilisation protocols</p> <p>PC35. Dry all work surfaces before and after use</p> <p>PC36. Replace surface covers where applicable</p> <p>PC37. Maintain and store cleaning equipment</p>
<b>Knowledge and Understanding (K)</b>	
<b>B. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA4. The organisation's infection control policies and procedures</p> <p>KA5. Organisation requirements relating to immunisation, where applicable</p> <p>KA6. Standard precautions</p> <p>KA7. Good personal hygiene practice including hand care</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB4. Additional precautions</p> <p>KB5. Aspects of infectious diseases including: - opportunistic organisms - pathogens</p> <p>KB6. Basic microbiology including:</p>

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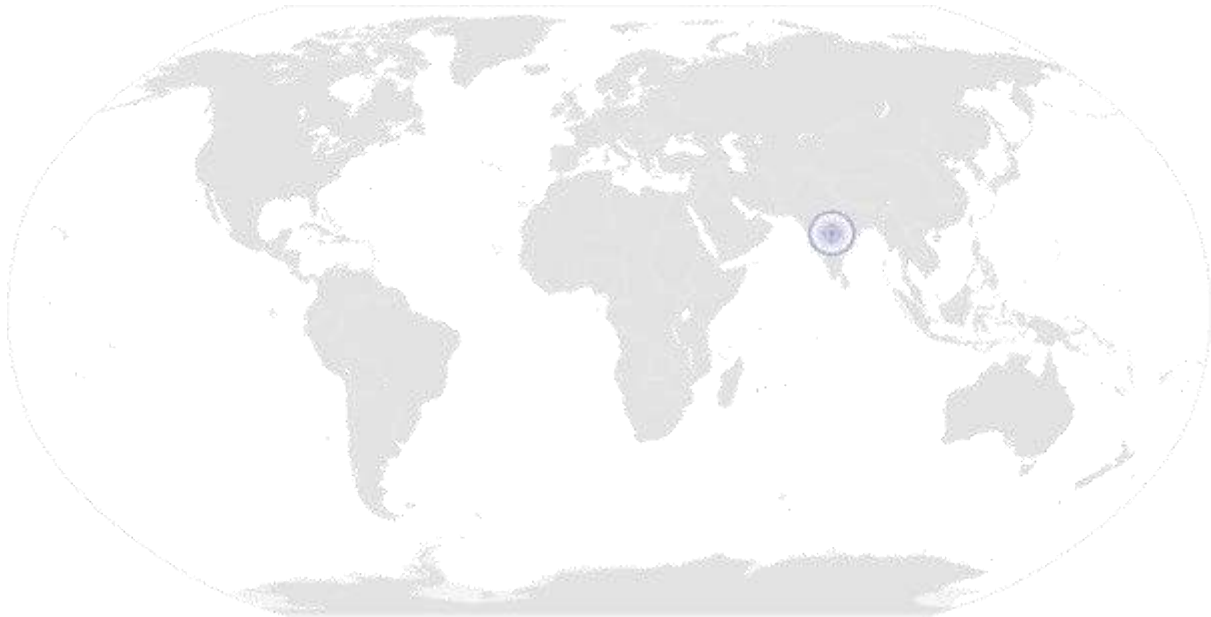
	<ul style="list-style-type: none"> <li>- bacteria and bacterial spores</li> <li>- fungi</li> <li>- viruses</li> </ul> <p>KB7. How to clean and sterile techniques</p> <p>KB8. The path of disease transmission:</p> <ul style="list-style-type: none"> <li>- paths of transmission including direct contact and penetrating injuries</li> <li>- risk of acquisition</li> <li>- sources of infecting microorganisms including persons who are carriers, in the incubation phase of the disease or those who are acutely ill</li> </ul> <p>KB9. Effective hand hygiene:</p> <ul style="list-style-type: none"> <li>- procedures for routine hand wash</li> <li>- procedures for surgical hand wash</li> <li>- when hands must be washed</li> </ul> <p>KB10. Good personal hygiene practice including hand care</p> <p>KB11. Identification and management of infectious risks in the workplace</p> <p>KB12. How to use personal protective equipment such as:</p> <ul style="list-style-type: none"> <li>- guidelines for glove use</li> <li>- guidelines for wearing gowns and waterproof aprons</li> <li>- guidelines for wearing masks as required</li> <li>- guidelines for wearing protective glasses</li> </ul> <p>KB13. Susceptible hosts including persons who are immune suppressed, have chronic diseases such as diabetes and the very young or very old</p> <p>KB14. Surface cleaning:</p> <ul style="list-style-type: none"> <li>- cleaning procedures at the start and end of the day</li> <li>- managing a blood or body fluid spill</li> <li>- routine surface cleaning</li> </ul> <p>KB15. Sharps handling and disposal techniques</p> <p>KB16. The following:</p> <ul style="list-style-type: none"> <li>- Follow infection control guidelines</li> <li>- Identify and respond to infection risks</li> <li>- Maintain personal hygiene</li> <li>- Use personal protective equipment</li> <li>- Limit contamination</li> <li>- Handle, package, label, store transport and dispose of clinical and other waste</li> <li>- Clean environmental surfaces</li> </ul>
<b>Skills (S) (Optional)</b>	
<b>C. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The user/ individual on the job needs to know and understand how to:
	SA5. Consistently apply hand washing, personal hygiene and personal protection protocols
	SA6. Consistently apply clean and sterile techniques SA7. Consistently apply protocols to limit contamination
	<b>Reading Skills</b>

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	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Follow instructions as specified in the protocols</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA9. Listen patiently SA10. Provide feedback (verbal and non-verbal) to encourage smooth flow of information</p>
<b>D. Professional Skills</b>	<p><b>Decision Making</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB10. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues SB11. Apply additional precautions when standard precautions are not sufficient</p>
	<p><b>Plan and Organise</b></p> <p>The user/individual on the job needs to:</p> <p>SB12. Consistently ensure instruments used for invasive procedures are sterile at time of use (where appropriate) SB13. Consistently follow the procedure for washing and drying hands SB14. Consistently limit contamination SB15. Consistently maintain clean surfaces and manage blood and body fluid spills</p>
	<p><b>Patient Centricity</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB16. Be a good listener and be sensitive to patient SB17. Avoid unwanted and unnecessary communication with patients SB18. Maintain eye contact and non-verbal communication</p>
	<p><b>Problem Solving</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB19. Communicate only facts and not opinions SB20. Give feedback when required</p>
	<p><b>Analytical Thinking</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB21. Coordinate required processes effectively</p>
	<p><b>Critical Thinking</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB22. Apply, analyse, and evaluate the information gathered from observation,</p>

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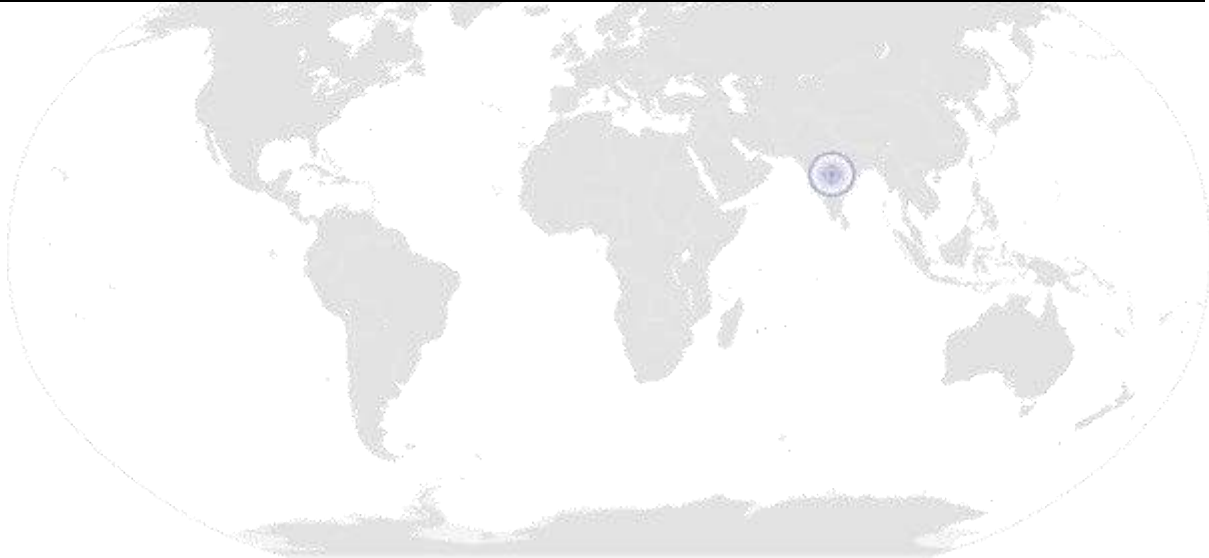
	experience, reasoning, or communication, as a guide to belief and action SB23. Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
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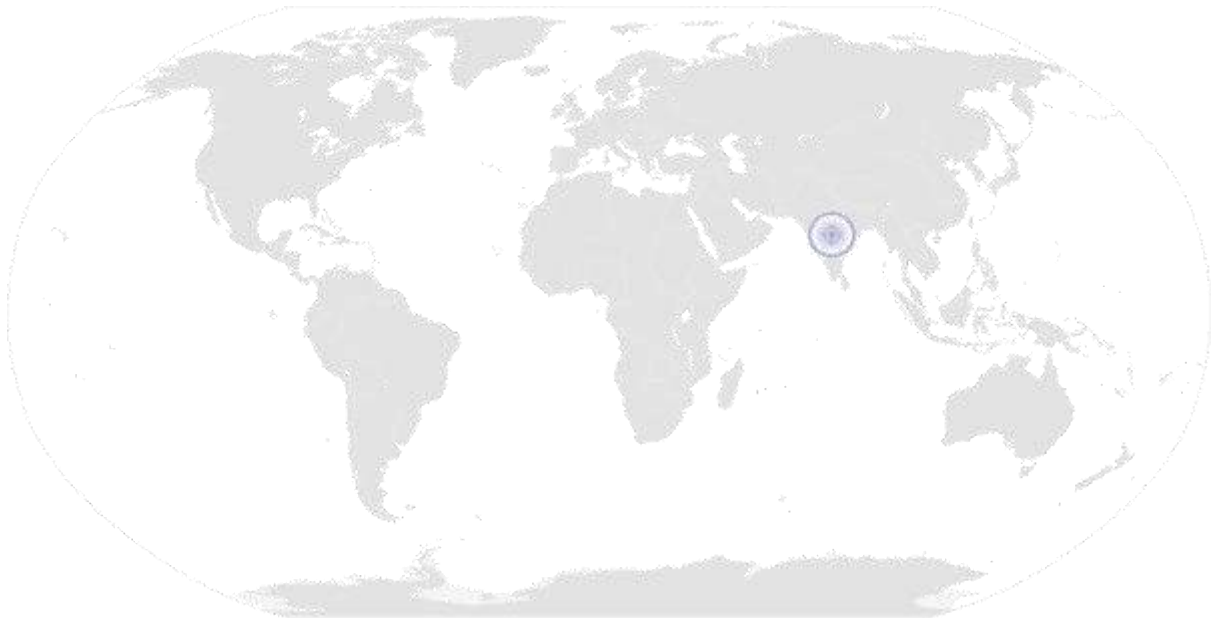
## NOS Version Control

<b>NOS Code</b>	HSS/ N 9610		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	Not applicable	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
		<b>Next review date</b>	22/05/15



HSS/ N 9611: Monitor and assure quality

# National Occupational Standards



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## Overview

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

### HSS/ N 9611: Monitor and assure quality

Unit Title (Task)	Monitor and assure quality
<b>Description</b>	This OS unit is about Assuring quality in all procedures. This unit applies to all Allied Health professionals.
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>• Monitor treatment process/outcomes</li> <li>• Identify problems in treatment process/outcomes</li> <li>• Solve treatment process/outcome problems</li> <li>• Attend class/read publications to continue industry education</li> <li>• Identify needs and expectations of patient/health care professionals</li> </ul>
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Conduct appropriate research and analysis</p> <p>PC2. Evaluate potential solutions thoroughly</p> <p>PC3. Participate in education programs which include current techniques, technology and trends pertaining to the dental industry</p> <p>PC4. Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly</p> <p>PC5. Report any identified breaches in health, safety, and security procedures to the designated person</p> <p>PC6. Identify and correct any hazards that he/she can deal with safely, competently and within the limits of his/her authority</p> <p>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</p> <p>PC8. Follow the organisation's emergency procedures promptly, calmly, and efficiently</p> <p>PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person</p> <p>PC10. Complete any health and safety records legibly and accurately</p>
Knowledge and Understanding (K)	
<b>A. Organisational Context</b> (Knowledge of the Healthcare provider/ Organisation and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Basic requirements of the health and safety and other legislations and regulations that apply to the organisation</p> <p>KA2. Person(s) responsible for health, safety, and security in the organisation</p> <p>KA3. Relevant up-to-date information on health, safety, and security that applies to the organisation</p> <p>KA4. Organisation's emergency procedures and responsibilities for handling hazardous situations</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand how to:</p> <p>KB1. Evaluate treatment goals, process and outcomes</p>

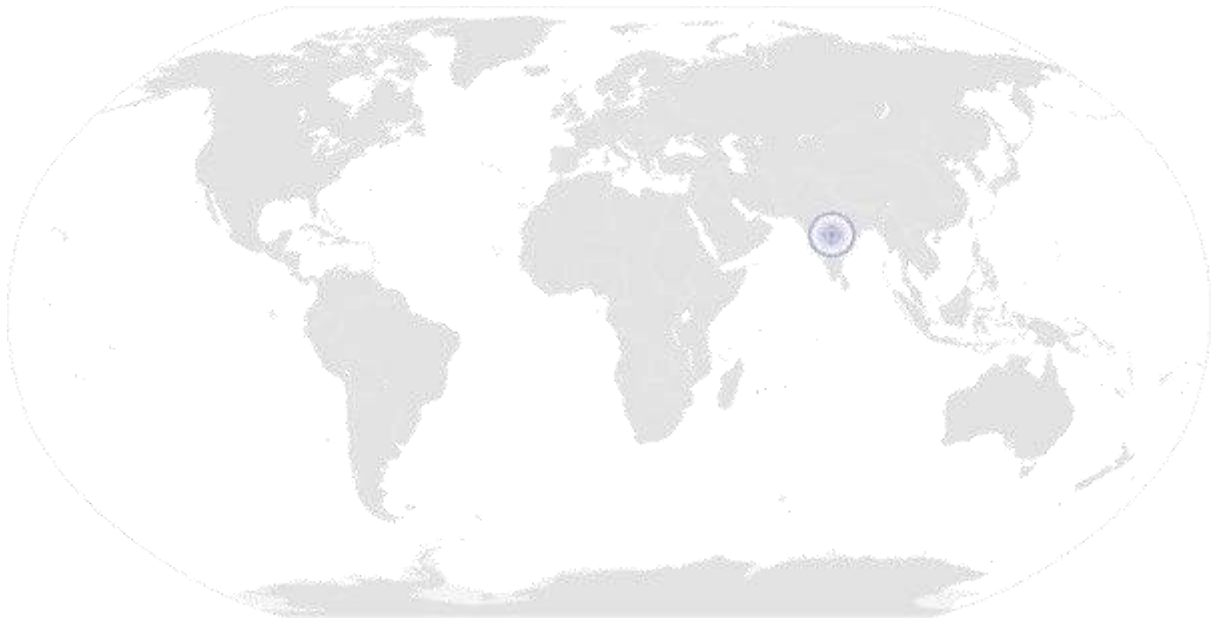


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	<p>KB2. Identify problems/deficiencies in dental hygiene treatment goals, processes and outcomes</p> <p>KB3. Accurately identify problems in dental hygiene care</p> <p>KB4. Conduct research</p> <p>KB5. Select and implement proper hygiene interventions</p> <p>KB6. Obtain informed consent</p> <p>KB7. Conduct an honest self-evaluation to identify personal and professional strengths and weaknesses</p> <p>KB8. Access and interpret medical, and scientific literature</p> <p>KB9. Apply human needs/motivational theory</p> <p>KB10. Provide thorough and efficient individualised care</p> <p>KB11. Employ methods to measure satisfaction</p>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Report and record incidents</p>
	<b>Reading Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA2. Read and understand company policies and procedures</p>
	<b>Oral Communication (Listening and Speaking skills)</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. Report hazards and incidents clearly with the appropriate level of urgency</p>
<b>B. Professional Skills</b>	<b>Decision Making</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Make decisions pertaining to the area of work</p> <p>SB2. Exhibit commitment to the organisation and exert effort and perseverance</p>
	<b>Plan and Organise</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB3. Organise files and documents</p> <p>SB4. Plan for safety of the work environment</p> <p>SB1. Recommend and implement plan of action</p>
	<b>Patient Centricity</b>
	<p>The user/individual on the job needs to know and understand:</p> <p>SB2. How to make exceptional effort to meet patient needs and resolve conflict to patient satisfaction</p>
<b>Problem Solving</b>	

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	The user/individual on the job needs to know and understand how to:
	SB3. Identify hazards and suggest effective solutions to identified problems
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB4. Analyse the seriousness of hazards
	<b>Critical Thinking</b>
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	



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## NOS Version Control

<b>NOS Code</b>	HSS/ N 9611		
<b>Credits(NVEQF/NVQF/NSQF) [OPTIONAL]</b>	Not applicable	<b>Version number</b>	1
<b>Industry</b>	Health	<b>Drafted on</b>	12/05/13
<b>Industry Sub-sector</b>	Allied Health and Paramedics	<b>Last reviewed on</b>	22/05/13
		<b>Next review date</b>	22/05/15

