



**Tertiary and Vocational Education Commission**

**National Competency Standards and Curriculum**

**For**

**Elder Care Assistant**

**NVQ Level 2**

## Course synopsis

This course is designed to train students to enable relatively healthy and sick elders to be cared for in their home environments in a culturally sensitive manner. It provides basic understanding of aging process and common issues in caring for aged person, communication skills in care giving, the ethical and professional responsibilities of carers and assisting in the elder's self-care and daily living activities.

Course Title	Course Duration
<b>Elder Care Assistant</b>	2 months – Level 2
<p><b>Objectives of the course and career paths available following completion of the course</b></p> <p>Today, people are living longer than ever before; the number of older adults is expected to increase exponentially over the coming decades. This has led to enormous challenges for society and changing traditional living patterns such as migration, a shift to a nuclear family structure and increasing dual earning households necessitate an increasing need for elder care services, both in Sri Lanka and abroad.</p> <p>This course trains students to enable older adults to live independently; to provide health care and education for older adults to self-manage, introducing students to develop an empathetic outlook, to assist adults in functional mobility activities, guide adults to maintain their own personal hygiene, improve his/her social contacts etc.</p> <p>They will acquire basic competencies that will enable them to work under supervision and they will acquire knowledge of the services available, and how they are most readily accessed.</p> <p><b>Competencies / modules to be covered</b></p> <ol style="list-style-type: none"> <li> <p><b>1. Introduction to aging process and common issues in caring elderly persons</b></p> <p>This module provides the basic knowledge on physical and mental changes during aging process, identify psychological and psychosocial issues &amp; providing care in friendly manner.</p> </li> <li> <p><b>2. Develop an Empathetic outlook</b></p> <p>The ability to perceive and understand the feelings and attitude of others, the ability to place oneself “in ones shoes” of another and to view a situation from their perspective.</p> </li> </ol>	

**3. Assist in the self-care tasks**

This subject provides the understanding enabling elders to do their work independently, guiding them to do their own day today work

**4. Assist in more complicated tasks of an elderly person's life (Instrumental Activities of Daily life)**

This subject provides an introduction of competencies that are required in supporting the elderly person with more complicated day to day activities such as handling calculations and money, handling transportation etc.

**5. Detect early features of illness and promote wellbeing.**

This subject provides awareness of identifying clients with problems or conditions that need assistance beyond home health care and how to ensure sustainability of the service.

**6. Developing Cognitive Skills related to care giver profession**

The subject covers the competencies required for a care worker to make adjustments and improvements in his/her assumed responsibilities working more independently in taking care of the Elder.

**7. Career Skills including English Communication**

This module is compulsory in all NVQ Level 2 courses. It develops oral communication skills in English and helps students to prioritize their work and develop routines that contribute to efficiency.

**Possible career paths, following further study, for those obtaining this qualification are**

- Homes
- Nursing homes
- Care homes
- Hospitals

Module Title :	Course Duration
<b>1. Introduction to aging process and common issues in caring elderly persons</b>	
<p><b>Objectives of the module</b>  This module provides the basic knowledge on physical and mental changes during aging process, identify psychological and psychosocial issues &amp; providing care in friendly manner.</p>	
<p>Competencies to be covered</p> <ol style="list-style-type: none"> <li>1. Acquire knowledge on the background and aging issues in Sri Lanka and the World.</li> <li>2. Acquire knowledge on physical, mental, social and spiritual changes during aging</li> <li>3. Acquire knowledge on psychological issues and psychosocial issues</li> <li>4. Acquire knowledge on regulations and available services for caring elders</li> <li>5. Identify basic needs of an elderly person</li> <li>6. Identify common health problems in older age.</li> <li>7. Provide care in friendly manner</li> <li>8. Use communication skills with elders.</li> <li>9. Acquire knowledge on key ethical and legal issues: Kindness, respect, dangers of sexual issues and other legal issues in terms of socio economic status and social norms.</li> </ol>	
Recommended teaching methods :	Lectures, power point presentations, role plays and group discussions

Module Title :	Course Duration
<b>2. Develop an Empathetic outlook</b>	
<p><b>Objectives of the module</b>  This subject provides the necessary skills to develop an empathetic outlook towards the elderly persons, including being attentive and understanding the elder's perspectives and establishing an environment of trust and understanding. It includes active listening skills and ensuring responsiveness and developing an empathetic attitude and be kind and assist elderly persons to be healthy, contented and happy, ensuring cultural sensitivity. Provide companionship supporting mental and spiritual well-being.</p>	
<p>Competencies to be covered</p> <ol style="list-style-type: none"> <li>1. Recognize and develop values and qualities of a care giver</li> <li>2. Develop basic communication skills including empathy and kindness</li> <li>3. Provide companionship, and support mental and spiritual well-being</li> <li>4. Provide hygienic care - Keep the person neat and clean (e.g. toileting, etc.)</li> <li>5. Ensure that the elderly person continues and improves on his or her social contacts (i.e. maintains contact with family members, neighbors, relatives, friends etc.)</li> <li>6. Gain abilities on life skills required for an elder care assistant</li> <li>7. Enhanced profile of the elder care assistant</li> <li>8. Gain awareness on code of conduct and legal aspects related to elder care</li> </ol>	
Recommended teaching methods :	Lectures, power point presentations, demonstrations, role plays, group discussions, practical and on the job training.

Module Title :	Course Duration:
<b>3. Assist in the self-care tasks</b>	
<p><b>Objectives of the module</b>  This subject provides the understanding enabling elders to do their work independently, guiding them to do their own day today work, including personal hygienic activities such as bathing showering, toilet activities , dressing , cleaning etc.</p>	
<p>Competencies / modules to be covered</p> <ol style="list-style-type: none"> <li>1. Ability to perform clean techniques and hand washing techniques.</li> <li>2. Assist with functional mobility activities e.g.: ability to walk, get in and out of bed, and get into and out of a chair</li> <li>3. Recognize needs of elders with special issues (disable person, person with NCDs, person with mental health issues...etc.)</li> <li>4. Assist with bathing , showering (washing the body) ,dressing and attend to basic mouth care procedures</li> <li>5. Support in Self-feeding (not including preparation and feeding)</li> <li>6. Support in carrying out personal hygiene and grooming. E.g. including combing hair / skin, hair, nails/dentures/ specs/ hearing aid</li> <li>7. Bed making, room cleaning and disposal of waste according to basic standards</li> <li>8. Support in Toilet hygiene e.g. getting to the toilet, cleaning oneself, and coming out, dentures</li> </ol>	
Recommended teaching methods :	Role plays, simulations, technical projects, experiments, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
<b>4. Assist in household errands of an elderly person (Instrumental Activities of Daily Living )</b>	
<p><b>Objectives of the module</b></p> <p>This subject provides an introduction of competencies that are required in supporting the elderly person with more complicated day to day activities such as handling calculations and money, handling transportation, managing medication and supporting with the basic maintenance work.</p>	
<p>Competencies to be covered</p> <ol style="list-style-type: none"> <li>1. Support in Managing finances and keeping notes</li> <li>2. Support in Handling transportation</li> <li>3. Carry out shopping and preparing meals for the elderly person</li> <li>4. Support in using the telephone and mobile by the elderly person</li> <li>5. Guide in Housework and basic home maintenance activities.</li> </ol>	
Recommended teaching methods :	e. g.: role plays, simulations, case studies, student presentations, panel discussions

Module Title	Course Duration
<b>05. Detect features of illness and promote wellbeing.</b>	
<p><b>Objectives of the module</b>  This subject provides awareness of identifying clients with problems or conditions that need assistance beyond home health care and how to ensure sustainability of the service.</p>	
<p>Competencies to be covered</p> <ol style="list-style-type: none"> <li>1. Acquire basic knowledge about health and human body</li> <li>2. Identify physical condition of the client <ul style="list-style-type: none"> <li>-Detect symptoms of confusion from the client and changing conciseness</li> <li>-Identify decreases in mobility.</li> <li>-Observe irregularities in eating, sleep, mobility etc.</li> <li>-Identify coughs, constipation, incontinence etc.</li> </ul> </li> <li>3. Identify mental condition of the client</li> <li>4. Identify activities of daily living</li> <li>5. Develop basic care plan</li> <li>6. Maintain a record of temperature patterns.</li> <li>7. Prevent falls in day to day activities.</li> </ol>	
Recommended teaching methods :	Case studies, personal narratives, role plays, simulations, group presentations of situations

Module Title	Course Duration
<b>06. Develop Cognitive Skills related to care giver profession</b>	
<p><b>Objectives of this module</b></p> <p>The subject covers the competencies required for a care worker to make adjustments and improvements in his/her assumed responsibilities working more independently in taking care of the adult. The ability to be culturally sensitive to the environment adapting to suit according to the individual's own lifestyle, daily routine and nutritional requirements.</p>	
<p>Competencies/ skills to be covered</p> <ol style="list-style-type: none"> <li>1. Maintain medicine (drug) box and make sure to follow the correct time.</li> <li>2. Identify different food patterns and allergies according to the adult.</li> <li>3. Maintain adjustability in accordance to the environment.</li> <li>4. Ability to respond in an emergency situation</li> <li>5. Ability to create a relaxing environment.eg. Music, creating a clutter free environment,</li> <li>6. Ability to make the elder aware of the good physical and mental health habits.</li> <li>7. Ability to do basic physiotherapy techniques and suitable exercises.</li> <li>8. Ability to absorb and cope up with difficult situations</li> <li>9. Ability to provide spiritual supports for elderly patients</li> <li>10. Ability to enhance the mental bliss of elderly patients</li> <li>11. Ability to maintain self-happiness and create a happy environment for elderly patients</li> </ol>	
Recommended teaching methods :	On site supervision, learning from observation, demonstration, role plays etc

Module Title	Course Duration
<b>07. Career Skills including English Communication</b>	At least 60 hours
<p><b>Objectives of this module</b></p> <p>This module is compulsory in all NVQ Level 2 courses. It develops oral communication skills in English and helps students to prioritize their work and develop routines that contribute to efficiency</p>	
<p>Competencies to be covered</p> <ol style="list-style-type: none"> <li><b>1. Understand and use simple expressions to communication</b> This subject provides the necessary communication skills so that students can introduce themselves and interact with others, and can respond to simple questions and follow simple instructions, describe people, places, tools.</li> <li><b>2. Read and write effectively</b> This subject provides the necessary skills to find and understand the information given in a text, to understand notices, instructions and information, to take down short messages and write simple descriptions</li> <li><b>3. Use English correctly</b> This subject is not taught separately but is included in the development of the productive and receptive skills above, since awareness of the structure of the language is necessary for these. The development of appropriate vocabulary is also targeted to deploy the above skills</li> <li><b>4. Develop the capacity to think and plan productively</b> This subject develops cognitive abilities and skills with regard to effective work, with strengthening of thinking skills, recognition of systems, making deductions etc</li> <li><b>5. Develop effective working capacity</b> This subject develops the capacity to work effectively individually and in collaboration with others through building the sense of individual responsibility, and accountability within a working group</li> </ol>	