
Model Curriculum

Caregiver – Persons with Disabilities (Non Clinical)

SECTOR: Domestic Workers Sector Skill Council
SUB-SECTOR: Caregiving (Non Clinical)
OCCUPATION: Caregiving – Persons with Disabilities (Non Clinical)
REF ID: DWC/Q0301, v1.0
NSQF LEVEL: 4



Certificate

COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

DOMESTIC WORKERS SECTOR SKILL COUNCIL

for

MODEL CURRICULUM

Complying to National Occupational Standards of

Job Role/ Qualification Pack: 'Caregiver - Persons with Disabilities (Non clinical)'

QP No. 'DWC/ Q 0301 NSQF Level 4'

Date of Issuance: Sept 26th, 2018
Valid up to*: Sept 25th, 2022

*Valid up to the next review date of the Qualification Pack or the
'Valid up to' date mentioned above (whichever is earlier)



Authorised Signatory
(Domestic Workers Sector Skill Council)

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Caregiver – Persons with Disabilities (Non Clinical)

CURRICULUM/SYLLABUS

This program is aimed at training candidates for the job of a “Caregiver – Persons with Disabilities (Non Clinical)”, in the “Domestic Workers Sector Skill Council” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Caregiver – Persons with Disabilities (Non-Clinical)		
Qualification Pack Name & Reference ID	DWC/Q0301		
Version No.	1.0	Version Update Date	14/02/20
Pre-requisites to Training	10 th Standard		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Provide support with the daily activities and basic needs of the child. • Facilitate mental, social and emotional well-being of the child. • Provide support with the daily activities and basic needs of the adolescent/adult. • Facilitate mental, social and emotional well-being of the adolescent/adult. • Extend support with laws and rights of people with disabilities. • Prepare basic food as per dietary requirements. • Display standards of hygiene and work etiquette. • Maintain a clean and secure working environment. 		

This course encompasses 8 out of 8 National Occupational Standards (NOS) of “Caregiver – Persons with Disabilities (Non Clinical)” Qualification Pack issued by “Domestic Workers Sector Skill Council”.

S. No	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction and Orientation</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 05:00</p> <p>Corresponding NOS Bridge Module</p>	<ul style="list-style-type: none"> State the objectives of the program. Explain Domestic Workers Sector in India. Describe categorization of domestic workers in India. Identify the reasons for the growth of Domestic Workers Sector in India. Discuss the emerging trends in Domestic Workers Sectors in India. Define the roles and responsibilities of a Caregiver – Persons with Disabilities (Non Clinical) 	<p>PowerPoint presentations and handouts</p>
2	<p>Provide support with the daily activities and basic needs of the child</p> <p>Theory Duration (hh:mm) 25:00</p> <p>Practical Duration (hh:mm) 50:00</p> <p>Corresponding NOS DWC / N0301</p>	<ul style="list-style-type: none"> Identify the extent of responsibility and influence that one’s role as a caregiver entails and how it can impact impressionable minds of children and their relationships Practice to work in partnership with children and key people such as family members and siblings Manage conflicts and dilemmas in one’s work Illustrate the principles of confidentiality and how to maintain it Identify different types of disabilities Provide care of children with different types of disabilities Implementation of the scheduled care plan (like bathing, oral care, nutrition and feeding including preparation of simple therapeutic diet) Practice basic first aid techniques Practice to handle emergencies Describe the use of assistive devices and appliances Identify with parents any specific requirements or daily routine for the child. Identify how to feed the child as per schedule by following the dietary requirements Display how to give support to the child with disability in daily routine activities like changing clothes, combing, hair cutting, nail cutting etc. Identify how to assist the child with mobility such as transferring from bed to wheelchair or going to the washroom inform parents/ guardians immediately in case of fever, loss of consciousness, choking, drowning, breathlessness etc. 	<p>PowerPoint presentations and handouts</p> <p>First Aid Kit, grooming kit, wheelchair, baby cleaning kit, hand towel, washing/ bathing kit, toilet papers, sanitizers, mannequin</p>
3	<p>Facilitate mental, social and emotional well-being of the child</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration</p>	<ul style="list-style-type: none"> Demonstrate a non-judgmental attitude that values diversity and the ethnicity and culture of the families Support and care the patient/ child sensitively, ensuring that their child’s needs and abilities are suitably addressed. Manage to cope up with stress and need for support of the care givers Developing positive attitude 	<p>PowerPoint presentations and handouts</p> <p>First Aid Kit, hand towel, wash towels, toilet paper, charts for play and learning</p>

	<p>(hh:mm) 40:00</p> <p>Corresponding NOS DWC / N0302</p>	<ul style="list-style-type: none"> • Identify the importance of understanding the difficulties and needs of disabled persons • Practice how to touch, hold and manage kids in the right manner, gender sensitivity; who to inform in case of any wrong behavior observed • Illustrate the strategy to deal with patients with dementias; interaction and comforting the patients • Devise a strategy to deal with the anger outburst of the patient • Manage cordial relations with the family members of the patient. • Manage abnormal behaviour and inform the parents/guardians about the same. • Explain about gender sensitivity • Protect and educate children with disabilities about interaction with strangers – the right and the wrong of it • Organize activities which stimulate child’s learning in their daily life challenges such as dressing, grooming, feeding, incontinence and transferring support • Promote active participation, to enable the children with disabilities to play, taking account as per their preferences • Record children's progress according to agreed methods • Practice to encourage key people to participate in activities with children with disabilities, as required • Manage to give feedback about a child's conditions to the parents/ guardians 	
4	<p>Provide support with the daily activities and basic needs of the adolescent/ adult</p> <p>Theory Duration (hh:mm) 30:00</p> <p>Practical Duration (hh:mm) 60:00</p> <p>Corresponding NOS DWC / N0303</p>	<ul style="list-style-type: none"> • Identify the importance of knowing and respecting all people as an individual and respecting their dignity • Practice to work in partnership with person with disability and key people such as family members and siblings • Identify the steps/precautions to be taken in order to prevent the person with disability from being infected in any manner • Implement the scheduled care plan of PwD (Persons with Disabilities) like bathing, oral hygiene nutrition and feeding including preparation of simple therapeutic diet • Identify how to give support to the person with disability in daily routine activities like changing, combing, hair cutting, nail cutting etc. • Evaluate how to assist the person with mobility such as transferring from bed to wheelchair or going to the washroom • Practice responses a communication with parents/guardians during fever, loss of consciousness, choking, drowning breathlessness etc. • Encouraging the development of self-esteem in the person with disability • Manage to distinguish between behaviors that are publicly and privately appropriate (e.g. urinate, clear bowls, sexual act) • Explain how to use assistive devices and technology and adaptive equipment for persons with disabilities 	<p>PowerPoint presentations and handouts</p> <p>First Aid Kit, grooming kit, wheelchair, person cleaning kit, towels, toilet papers, washing and cleaning items, mannequin</p>

		<ul style="list-style-type: none"> Explain how to maintain assistive aids in good condition, e.g. hearing aid, wheelchair, etc. Learning different communication skills such as basic sign languages and use it to communicate with persons with sensory disabilities Take care of the adolescent through pubertal transition and help navigate the risks and rights of reproduction Guide in protection of the bodies of those cared and inform the families. Guardians parents of any violations and prevent exploitation 	
5	<p>Facilitate mental, social and emotional well-being of the adolescent/adult</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS DWC / N0304</p>	<ul style="list-style-type: none"> Identify the importance of understanding the difficulties and needs of a person with disability Identify how to with dementias- basic interaction and comforting the person with disability Classify the needs of the person with disability, maintain a hygienic and comfortable environment Practice how to manage with abusive behaviour, uncooperative and any other behaviour and communicating the same with parents/ guardians Identify how to seek information about the person's developmental needs from the person and family follow the scheduled care plans to meet person's routine needs encourage the person to be active in his/her own care, learning and development Promote independence and the acquisition of socially appropriate behaviors and involved learning and reinforcing skills for persons with disabilities Practice to develop more complex social skills by mastering appropriate greetings, eye contact, body language, issues of personal space, self-advocacy skills, and telephone and computer skills Assist the person with disability with the assistive devices and technologies 	<p>PowerPoint presentations and handouts</p> <p>First Aid Kit, hand towel, wash towels, toilet paper, charts for play and learning</p>
6	<p>Extend support with laws and rights of people with disabilities</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 20:00</p> <p>Corresponding NOS DWC / N0305</p>	<ul style="list-style-type: none"> Describe the operative sections of Constitution pertaining to persons with disabilities Describe Mental Health Act – 1947 (relevant provisions) learn relevant/ operative provisions of Persons with Disabilities (PwD) Act 1995, Define Disabilities Act 2016, Disabilities Rules 2017, Disabilities Rights Initiative (DRI) Identify the provisions of Integrated Education for the Disabled Children (IEDC) scheme under the HRD Ministry Explain about the provision of free admissions in to the Special Schools run under the Ministry of Social Justice and Empowerment, and other such educational schemes for persons with disabilities Identify the basic human rights, right to education, financial provisions, medical provisions and tax schemes including provisions under Income Tax Act. Describe about National Trust Act 1999 and its provisions. Describe about Assistance to Disabled Persons for Purchase/ Fitting of Aids & Appliances (ADIP)', under Ministry of Social Justice and Empowerment. 	<p>PowerPoint presentations and handouts</p> <p>First Aid Kit, hand towel, wash towels, toilet paper, charts for learning/ teaching</p>

		<ul style="list-style-type: none"> • Make the family aware of the existing laws, provisions or privileges available to the persons with disabilities • Guide the family on various aspects and supporting provisions under which the assistance is available from different govt. and institutions (medical, treatment, education and jobs) • Educate family about the rights of the persons with disabilities • Define the concept of legal guardian ship of the persons with disabilities • Define the OBEs and special schools for the persons with disabilities, and provisions thereof. • Identify the issue of I Card and disability certificate for those with more than 40% disability. • Explain about the facilities and reservation under central govt. and state schemes as means of sustenance as well as educational institutes • Define the guarantees under the Rehabilitation Council of India (RCI) Act 1992 • Learn the provisions of financial assistance under National Handicapped Finance Development Corporation (NHFDC) for PwD • List the facts, information, and documents about the person's disability and understand what provisions/ privileges are available to the person with disability 	
7	<p>Prepare basic food as per dietary requirements</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS DWC / N 9901</p>	<ul style="list-style-type: none"> • Identify and learn about the recommended food and nutritional dishes for those cared for. • Maintain the nutritional value of the food items during and after cooking. • Prevent wastage of vegetables, ingredients, cooking oil, gas etc. while cooking • Apply methods for preserving the leftover dishes after cooking and serving them, • Identify the temperatures and places at which leftovers need to be preserved. 	<p>PowerPoint presentations and handouts</p> <p>Kitchen Utensils – Cookware, Serve ware, Grocery items as per the requirement.- Fruits, Vegetables, milk, eggs and Canisters to store grocery and cooked food, PPE (Apron, mask, gloves and cap)</p>
8	<p>Display standards of hygiene and work etiquette</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS DWC / N9902</p>	<ul style="list-style-type: none"> • Follow proper gestures to greet visitors • Listen attentively and respond tactfully and politely • Ensure professional and ethical conduct • Demonstrate interpersonal skills for the required job role • Recognize importance of hygiene and cleanliness for the benefit of the employer as well as oneself 	<p>PowerPoint presentations and handouts</p> <p>Cleaning gels and tools, brooms, flower jharhu/broom, mops, dusters,</p>

9	<p>Maintain a clean and secure working environment</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS DWC / N9903</p>	<ul style="list-style-type: none"> • Apply appropriate safety measures promptly and efficiently, as dictated by existing procedures and instructions. • Follow the emergency procedures promptly, calmly and efficiently when confronted with an emergency event • Identify and recommend opportunities for improving health, safety, and security to the concerned person • Provision of basic first aid. • Illustrate ways for safe handling of waste • Illustrate the importance of using different types of dustbins for waste disposal. • List the reasons for keeping waste areas clean, tidy and sanitized at all times • Identify relevant personal protective equipment required for different types of waste • Apply methods of cleaning waste/ garbage from the work area as per the procedures and statutory provisions 	<p>PowerPoint presentations and handouts</p> <p>Practice Sample garbage/ waste bins for different types of waste, scoops, brooms, mops and dusters, first aid kit. and safety equipment/ fire extinguishers</p>
	<p>Total Duration:</p> <p>Theory Duration (hh:mm) 150:00</p> <p>Practical Duration (hh:mm) 250:00</p>	<p>Unique Equipment Required:</p> <p>Kitchen Utensils – Cookware, Serve ware, Grocery items as per the requirement, Fruits, Vegetables, milk, eggs and Canisters to store grocery and cooked food, PPE (Apron, mask, gloves and cap), Cleaning gels and tools, brooms, flower jharhu/broom, mops, dusters, Sample garbage/ waste and garbage bins for different types of garbage/ waste and garbage bins for different types of garbage/ waste, first aid kit, safety equipment/ fire extinguishers.</p>	

Grand Total Duration: 400 Hours, 0 Minutes

OJT Duration (recommended): 120 hours, 0 Minutes

(This syllabus/ curriculum has been approved by Domestic Workers Sector Skill Council)

Trainer Prerequisites for Job role: “Caregiver – Persons with Disabilities (Non-Clinical)” mapped to Qualification Pack: “DWC/Q0301, v1.0”

Sr. No.	Area	Details
1	Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “DWC/Q0301, v1.0”.
2	Personal Attributes	This job requires the individual to be well groomed, attentive, multi-task, organized with an eye for detail, time sensitive with a positive attitude
3	Minimum Educational Qualification	Graduate with minimum 2 years of industry experience
4a	Domain Certification	Certified for Job Role: “Caregiver – Persons with Disabilities (Non Clinical)” mapped to QP: “DWC/Q0301, v1.0”. Minimum accepted score is 80%
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q0102”. Minimum accepted % as per respective SSC guidelines is 80%.
5	Experience	As per the standards set by relevant SSC to practice in different industry sectors.

Compulsory NOS				Marks Allocation	
Total Marks: 800					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
1. DWC/N0301 (Provide support with the daily activities and basic needs of the child)	PC1. identify different types of disabilities/ life conditions in the child with physical disabilities	100	10	4	6
	PC2. assist the child with physical disabilities in carrying out their daily activities		10	4	6
	PC3. follow the daily schedule as based on the requirements of the child as discussed with parents.		10	4	6
	PC4. feed the child as per schedule by following the dietary requirements		7	3	4
	PC5. help the child with his or her bath		10	5	5
	PC6. assist the child with putting on clothes and grooming (for e.g. brushing, combing, nails cutting, ear cleansing, etc.)		7	3	4
	PC7. assist the child with mobility such as transferring from bed to wheelchair or going to the washroom		10	5	5
	PC8. clean the child after eating or a visit to the washroom		7	3	4
	PC9. maintain a safe and comfortable environment around the child		10	4	6
	PC10. put the child to sleep as per schedule ensuring his or her comfort		10	4	6
	OC11 communicate any unusual behaviour in the child to the parents/ guardians		4	2	2
	PC12. manage the child with disability, calmly and effectively whilst they are in one's care		5	2	3
		Total	100	43	57
2. DWC/N0302 (Facilitate mental, social and emotional well-being of the child)	PC1. seek information about the child's developmental needs from parents and the child, when applicable	60	10	4	6
	PC2. follow the scheduled care plans given by the parents		10	4	6
	PC3. encourage the child to be active in their own care, learning and development		10	4	6
	PC4. identify barriers to participation and choose alternative activities when appropriate		10	4	6
	PC5. promote active participation, to enable the child as per his/ her preferences		10	4	6
	PC6. refer to parents, promptly, about any concerns about the child, according to the		10	4	6

	procedures of the setting				
		Total	60	24	36
3. DWC/N0303 (Provide support with the daily activities and basic needs of the adolescent/ adult)	PC1. Identify different disabilities in person cared for	100	10	4	6
	PC2. assist the child with physical disabilities in carrying out their daily activities		10	4	6
	PC3. feed the person as per schedule by following the dietary requirements		10	4	6
	PC4. help the person with his or her bath if required		5	2	3
	PC5. help with dressing up and grooming (for e.g. brushing, combing, nails cutting, ear cleansing, etc.), if required		10	4	6
	PC16 assist the person with mobility such as transferring from bed to wheelchair or going to the washroom if required		5	2	3
	PC7. clean the person after eating or a visit to the washroom, if required		10	4	6
	PC8. maintain a safe and comfortable environment around the person		5	2	3
	PC9. follow the schedule to ensure that the person gets proper sleep ensuring his or her comfort		5	2	3
	PC10. Communicate any unusual behaviour in the PwD to the parents/ guardians		10	4	6
	PC11. manage the person with disability calmly and effectively whilst they are in one's care		10	4	6
	PC12. take care of the adolescent through pubertal transition and help navigate the risks and rights of reproduction		10	4	6
	Total	100	40	60	
4. DWC/N0304 (Facilitate mental, social and emotional well-being of the adolescent/adult)	PC1. seek information about the person's developmental needs from parents and the person, when applicable	80	5	2	3
	PC2. follow the scheduled care plans given by parents/ guardians		10	4	6
	PC3. encourage the person to be active in their own care, learning and development		10	4	6
	PC4. identify barriers to participation and choose alternative activities when appropriate		5	2	3
	PC5. help in active participation of the PwD as per his/ her preferences		10	4	6
	PC6. refer to parents/ guardians, promptly, about any concerns about the child, according to the procedures of the setting		5	2	3
	PC7. encourage key people such as parents or close relatives to participate in activities with the person, as required		5	2	3
			5	2	3

	PC8. seek help from others when you require information or support		10	4	6
	PC9. assist parents/ close relatives in understanding the socialization needs of the person with disability		5	2	3
	PC10. assist family in recognizing that persons with disabilities are at an increased risk of sexual abuse with a view to watch for early indicators of abuse		10	4	6
		Total	80	32	48
5. DWC/N0305 (Extend support with laws and rights of people with disabilities)	PC1. gather facts, information, and documents about the person's disability and understand what provisions/ privileges are available to the person with disability	100	40	25	15
	PC2. support the family on existing laws, provisions or privileges available to the persons with disability, such as govt. schemes for treatment, education and jobs		30	20	10
	PC3. make the family aware about the rights of the persons with disabilities		30	15	15
		Total	100	60	40
6. DWC/N9901 (Prepare basic food as per dietary requirements)	PC1. identify any specific requirement and feeding routine with people concerned	100	5	2	3
	PC2. develop a feeding plan basis the discussion		10	3	7
	PC3. check the availability of all ingredients as per the regular dietary requirements and procure it if not available		10	5	5
	PC4. check that the ingredients meet both quality and quantity requirements of the food items to be prepared		5	2	3
	PC5. clean the items thoroughly and cut them into required proportions using appropriate tools		10	4	6
	PC6. select and organize ingredients required for the dish from the kitchen/ pantry		10	4	6
	PC7. cook the customized recipes by using appropriate cooking methods as required for the recipes		10	3	7
	PC8. inspect the dish to ensure flavor, color, taste and quality consistency		10	4	6
	PC9. finish and present the dish to meet requirements		10	3	7
	PC10. make different types of beverages (such as tea, coffee, fruit juice etc.)		10	3	7
	PC11. store any cooked or remaining uncooked vegetables not for immediate use adequately		10	4	6
		Total	100	37	63
6. DWC/N9902 (Display standards of hygiene and work etiquette)	PC1. interact in a courteous and disciplined manner with all	100	5	2	3
	PC2. dress appropriately and maintain a well-groomed personality		10	5	5

	PC3. ensure not to argue with the employer/guest		5	2	3
	PC4. listen attentively and answer back politely		5	2	3
	PC5. maintain personal hygiene		20	10	10
	PC6. follow hygiene practices at workplace, such as covering one's mouth while coughing or sneezing, washing hands regularly etc.		12	2	10
	PC7. do not eat or chew while talking		3	1	2
	PC8. inform any personal health issues related to injury, food, air and infectious diseases to the appropriate person		15	5	10
	PC9. establish and agree your work requirements with the person concerned		15	5	10
	PC10. communicate any kind of issue to the appropriate person		10	5	5
		Total	100	39	61
7. DWC/N9903 (Maintain a clean and secure working environment)	PC1. perform basic first aid techniques in case required	100	15	5	10
	PC2. report any identified breaches in health, safety, and security to the designated person		5	3	2
	PC3. identify any hazards and deal with them in safe and competent manner within the limits of one's authority		10	3	7
	PC4. identify and wear appropriate cleaning gear for waste disposal as required		10	3	7
	PC5. clean waste from the work area thoroughly and according to instructions		10	3	7
	PC6. collect and segregate waste according to type		5	2	3
	PC7. reduce the volume of waste through appropriate techniques and throw waste in appropriate waste container/ assigned bins		5	2	3
	PC8. change disposable garbage bags when full and clean the waste bins regularly		5	2	3
	PC9. inspect the work site and ensure they are clear of waste		10	5	5
	PC10. clean the place of dust or any particulate matters		10	4	6
	PC11. arrange for adequate ventilation		5	2	3
	PC12. make use of techniques to manage pollution such as noise, air etc.		10	3	7
		Total	100	37	63