



NUMS
NATIONAL UNIVERSITY
OF MEDICAL SCIENCES

Certificate

in

Careworker Assistant

**National University of Medical Sciences (NUMS)
Islamabad**

1. **Introduction**

Care Worker/Assistant is a comprehensive training course designed to equip individuals with the essential knowledge, skills and attitude required to provide compassionate care to patients/ elderly in home settings. Aim is to provide quality care and support to elderly and patients with chronic illnesses, disabilities, or those recovering from surgeries

2. **Mission**

To equip the students with the necessary skills and knowledge that are required to provide basic health and compassionate care at home.

3. **Scope & Employment Perspective.**

There is growing demand for healthcare services because of aging population, chronic diseases and post-hospitalization care, in the world. Students will take on meaningful roles in;

- Private home healthcare aides
- Home Healthcare Agencies
- Nursing Homes and Assisted Living Facilities
- Home Healthcare Services in EU especially Finland; 30% placement in Finland, fully sponsored
- Rehabilitation Centers/ Clinics/ Hospice Care
- Community Health Centers

4. **Program Outcomes**

At the end of this program, students will be able to:

- Perform personal care of their client in compassionate, responsible and professional manner.
- Provide care and assistance that promotes the physical, psychosocial and cognitive health and well-being of clients
- Take care of dietary intake of their clients as per their requirements
- Provide basic healthcare and emergency services at home if need arises
- Communicate clearly, accurately and sensitively with clients, their families and other members of the healthcare team
- Provide person-centered assistance for patients with chronic diseases and disabilities

5. Conduct of Program

Scheme of Study				
S No.	Modules	CHs	Contact Hours	
			Theory	Practical
Term I (8 weeks)				
HHA 411	Introduction to Home Healthcare	2 (1+1)	16	48
HHA 412	Interpersonal Communications & Ethics	2 (1+1)	16	48
HHA 413	Personal Care and Assistance	2 (1+1)	16	48
HHA 414	Basic & Emergency Healthcare	2 (1+1)	16	48
		08	64	192
End of Term Exam				
Term II (8 weeks)				
HHA 421	Common Health Challenges	2 (1+1)	16	48
HHA 422	Cognitive & Mental Health Challenges	2 (1+1)	16	48
HHA 423	Nutrition & Food preparation	2 (1+1)	16	48
HHA 424	Practice Experience in Hospitals	2 (0+2)	-	96
		08	48	240
End of Term Exam				
Term III (8 weeks)				
HHA 431	Practice Experience in Home Setting	04	-	192
		20 CHs	112	624
			736 Hours	

Course Code: HHA 411

Course Title: Introduction to Home Healthcare

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
<ul style="list-style-type: none">▪ Recognize their role in home healthcare services▪ Apply patient safety practices▪ Implement infection control practices	Knowledge <ul style="list-style-type: none">▪ Explain the primary duties and responsibilities of a Home Healthcare Assistant▪ Identify the scope of their duties as a Home Healthcare Assistant▪ Apply the knowledge of care giver duties at home settings professionally and efficiently▪ Explain the fundamental principles of patient safety and their importance in home healthcare.▪ Identify common risks and hazards in the home healthcare environment and strategies to mitigate them.▪ Demonstrate knowledge of standard infection control precautions▪ Identify common healthcare-associated infections and their modes of transmission.▪ Apply infection control protocols to prevent the spread of infections in home healthcare settings.▪ Develop and maintain a clean and safe home healthcare environment, including proper sanitation and disinfection procedures.▪ Educate patients and their families on hygiene practices and safety measures to reduce the risk of infection and ensure a	<ul style="list-style-type: none">• Interactive lectures• SGDs

	safe home care setting.	
	<p>Skills</p> <ul style="list-style-type: none"> ▪ Demonstrate the following skills for a safe and clean environment <ul style="list-style-type: none"> ○ Unoccupied bed making ○ Transfer belt placement ○ Waist restraint application ○ Clear obstructed airway on conscious resident ○ Proper hand washing (five moments) ○ Use of gloves ○ Use disposable cloth or wipe for toilet ○ Personal Protective Measures (PPM) and equipment ○ Prevention and management of bed sore ○ Change of wound dressing 	Practical performance

Course Code: HHA 412

Course Title: Interpersonal Communications & Ethics

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
<ul style="list-style-type: none">• Communicate in basic English• Communicate in basic Finnish	Knowledge <ul style="list-style-type: none">▪ English language (speaking, listening, writing and reading)▪ Finnish language (speaking, listening, writing and reading)	<ul style="list-style-type: none">▪ Interactive lectures▪ Assignments▪ Presentations
Recognize their ethical and legal responsibilities	Knowledge <ul style="list-style-type: none">▪ Appraise patient rights and confidentiality▪ Comprehend ethical decision-making in home healthcare▪ Comprehend legal responsibilities and scope of practice	<ul style="list-style-type: none">▪ Interactive lectures▪ SGDs
Communicate effectively with patients, their families and healthcare team	Skills <ul style="list-style-type: none">▪ Effective communication with patients & families▪ Use of Computer and Microsoft word for documentations▪ Report and document patient information▪ Team communication in a healthcare setting	<ul style="list-style-type: none">▪ Role modelling▪ Assignments

Course Code: HHA 413

Course Title: Personal Care and Assistance

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
Manage Medications	<p>Knowledge</p> <ul style="list-style-type: none"> ▪ Recognize medication schedules and assist clients with medication reminders or administration, as directed by healthcare professionals. <p>Skills</p> <ul style="list-style-type: none"> ▪ Follow proper procedures for medication storage, handling, and disposal. ▪ Administer medications 	<ul style="list-style-type: none"> ▪ Interactive lectures ▪ SGD's ▪ Practical performance
Perform Activities of Daily Living	<p>Skills</p> <ul style="list-style-type: none"> ▪ Assist clients with bathing, grooming, dressing, toileting, and other personal care tasks in a home setting. ▪ Demonstrate the following skills for personal care <ul style="list-style-type: none"> ○ Mouth care ○ Denture care ○ Fingernail care ○ Foot care ○ Hair care ○ Shave with electric razor ○ Eye glass care ○ Hearing aid placement ○ Change dressing of client ○ Bathing ○ Backrub ○ Occupied bed making 	Practical performance

	<ul style="list-style-type: none"> ▪ Demonstrate skills related to toilet assistance <ul style="list-style-type: none"> ○ Bathroom/commode assistance ○ Bedpan ○ Urinal ○ Indwelling catheter care ○ Perineal care ○ Empty urine drainage bag <p>Attitude</p> <ul style="list-style-type: none"> ▪ Respect the privacy and dignity of clients while providing assistance with daily activities 	
<p>Assist with Mobility and Exercise</p>	<p>Skills</p> <ul style="list-style-type: none"> • Help clients with mobility challenges including transferring from bed to chair, using assistive devices, and practicing exercises prescribed by healthcare professionals. • Implement fall prevention strategies and techniques to promote client safety. 	<ul style="list-style-type: none"> • Practical performance

Course Code: HHA 414

Course Title: Basic & Emergency Healthcare

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
Practice basic healthcare skills	Knowledge <ul style="list-style-type: none">▪ Comprehend common illness for monitoring at home Skills <ul style="list-style-type: none">▪ Monitor vital signs (blood pressure, pulse, temperature, respiration)▪ Demonstrate skills of special procedures<ul style="list-style-type: none">○ Oxygen, feeding and NG tubing safety○ Change dressing○ Support stocking application	<ul style="list-style-type: none">▪ Interactive lecture▪ SGD▪ Practical performance
Provide First Aid and Emergency Care if need arises	Skills <ul style="list-style-type: none">▪ Perform basic first aid techniques▪ Effectively call for help in an emergency following established emergency response protocols▪ Perform CPR and emergency response procedures	Practical performance

Course Code: HHA 421

Course Title: Common Health Challenges

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
<ul style="list-style-type: none"> ▪ Recognize aging-related changes ▪ Analyze common health challenges ▪ Apply person-centered practice 	<p>Knowledge</p> <ul style="list-style-type: none"> ▪ Comprehend basic medical terminologies ▪ Identify the physiological changes associated with aging, including alterations in organ function, tissue integrity, sensory perception, mobility, and cognition ▪ Recognize common health challenges across the lifespan, such as chronic diseases, injuries, infections, and mental health disorders ▪ Apply the principles and practices of person-centered care, considering the unique needs, preferences, values, and goals of individuals experiencing health challenges 	<ul style="list-style-type: none"> ▪ Interactive lectures ▪ SGDs
	<p>Skills</p> <p>Demonstrate skills of activity and exercise for client need;</p> <ul style="list-style-type: none"> ○ Ambulate ○ Walk with cane ○ Walk with walker ○ Wheelchair transfer & transport ○ Mechanical lift ○ Supine position placement ○ Side-lying position placement ○ Move up in bed ○ Move up in bed with lift sheet ○ Passive range of motion/shoulder and elbow ○ Passive range of motion/hip and knee 	<p>Practical performance</p>

Course Code: HHA 422

Course Title: Cognitive & Mental Health Challenges

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
Handle Cognitive & Mental Health Challenges effectively	Knowledge <ul style="list-style-type: none">▪ Recognize mental health issues	<ul style="list-style-type: none">▪ Interactive lectures▪ SGD's
	Skills <ul style="list-style-type: none">▪ Practice stress management techniques▪ Inform a mental health professional when the need arises	Practical performance
	Attitude <p>Modify own behavior in response to resident's behavior changes Provide emotional support and companionship</p>	

Course Code: HHA 423

Course Title: Nutrition & Food Preparation

Learning Outcomes	Learning Objectives	Teaching & Learning Strategies
By the end of this course, student will be able to:		
<ul style="list-style-type: none"> ▪ Recognize the importance of Balanced Diet ▪ Follow the instructions of nutritionist for preparation of Meal ▪ Follow hygienic practices during food preparation and serving ▪ Administer modified diets and supplements 	<p>Knowledge</p> <ul style="list-style-type: none"> ▪ Comprehend concept of nutrition, nutrients, balanced diet and calories ▪ Appreciate support to patient while feeding ▪ Identify discomfort of patient and report to concerned person or authority immediately ▪ Identify the precautions required for before fulfilling the patient preferences <p>Skills</p> <ul style="list-style-type: none"> ▪ Prepare meal as per the need of the patient ▪ Demonstrate safe and hygienic food preparation and serving practices. ▪ Prepare and serve meals that are nutritious, appealing, and tailored to individual patient preferences and needs. ▪ Implement modified diets recommended by nutritionists, including those for patients with diabetes, hypertension, or other medical conditions ▪ Administer dietary supplements as needed and ensure they are integrated effectively into the patient's overall nutrition plan. ▪ Demonstrate skills related to food and fluids <ul style="list-style-type: none"> ○ Feeding through NG tube 	<ul style="list-style-type: none"> ▪ Interactive lectures ▪ SGDs <p>Practical performance</p>

HHA 424

Practice Experience in Hospitals

This supervised practice provides students with an opportunity to apply knowledge and skills from all other courses in the program with individuals in wards of different hospital settings. Opportunity is provided for students to gain expertise and confidence with the role of the HHA within a complex care facility

HHA 431

Practice Experience in Home Settings

This practice course provides students with an opportunity to apply knowledge and skills from all other courses with individuals and families in real home setting. Opportunity is provided for students to become more familiar with the role of the HHA within the home to get hands on experience that will prepare students for employment in these settings. It is important that the students understand the philosophy of homecare settings and the importance of client choice and independence.

Assessment Plan

Methods for Assessing Student Learning

- Passing Marks 50 %
- Written test at the end of term I & II
- Skills demonstration and evaluation
- Student must pass the theory and skill portion of the course before attending clinical
- Practicum; Workplace based assessment
- Clinical is graded on a pass/fail basis
- Upon successful completion of this course the candidate will be awarded a certificate