

Republic of the Philippines  
**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**  
East Service Road, South Luzon Expressway, Taguig City

**121<sup>st</sup> TESDA BOARD MEETING**  
09 June 2020, Tuesday, 10:00 a.m.  
**Through Teleconference Via Zoom Platform**

**Resolution No. 2020 - 22**  
(Page 1 of 4 pages)

**APPROVING AND PROMULGATING THE TRAINING REGULATIONS FOR  
CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II**

**WHEREAS**, TESDA Board Resolution No. 2007-01 was issued "Approving and Promulgating the Training Regulations for Caregiving NC II" last 16 January 2007 during the 54<sup>th</sup> TESDA Board Meeting;

**WHEREAS**, it is the policy of TESDA to review after three (3) years any Training Regulations (TRs) promulgated by the TESDA Board;

**WHEREAS**, there is a need to review the existing Training Regulations in view of the developments in technology, current trends and practices, and to professionalize the health workers in caregiving in the industry;

**WHEREAS**, the Caregiver of the Philippines Association, Inc. (CPAI) and the Philippine Association of Service Exporters, Inc. (PASEI) with the assistance of Qualifications and Standards Office (QSO) of TESDA have reviewed the existing Training Regulations in Caregiving NC II to professionalize the caregiver workforce and to respond to the rapid changes in healthcare technology and service delivery in other countries, and recommended amendments;

**WHEREAS**, industry experts and partners, headed by their respective Presidents, the Caregiver of the Philippines Association, Inc. (CPAI) and the Philippine Association of Service Exporters, Inc. (PASEI), with the technical assistance of the Qualifications and Standards Office (QSO) of TESDA endorsed the proposed revisions of the Training Regulation. The existing Training Regulation shall be replaced with three (3) different Training Regulations, based on the age group of the clientele;

**WHEREAS**, during the 120<sup>th</sup> and 121<sup>st</sup> Standards-Setting and Systems Development (SSSD) Committee Meetings held on 07 May 2020 and 14 May 2020, respectively, the Committee deliberated upon and agreed to favorably recommend the approval and promulgation of the Training Regulations for Caregiving (Clients

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CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II**

with Special Needs) NC II as attached in Annex "A" and made an integral part of this Resolution;

**WHEREAS**, during the 121<sup>st</sup> TESDA Board Meeting on 09 June 2020 at 10:00 a.m., the TESDA Board considered and approved the promulgation of the Training Regulations for Caregiving (Clients with Special Needs) NC II;

**NOW, THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED**, that the TESDA Board in its meeting today, 09 June 2020 at 10:00 a.m., has approved and promulgated the aforementioned Training Regulations for Caregiving (Clients with Special Needs) NC II as herein appended;

**BE IT RESOLVED, FINALLY**, that:

(1) Copies of this Resolution and the abovementioned Training Regulations be published in the Official Gazette or in a newspaper of general circulation, and disseminated to all concerned, and the same shall be effective fifteen (15) days upon publication;

(2) All programs registered under the current Caregiving NC II must comply with the requirements of the abovementioned Training Regulation. The one-year period of re-registration under this Training Regulations shall commence on the date of effectivity as indicated in the Implementing Guidelines/ TESDA Circular for the deployment of the Training Regulations to be issued by the TESDA Secretariat; and

(3) Graduates of TVET programs covered by the aforementioned Training Regulations shall be required to undergo mandatory assessment under the national assessment and certification program.



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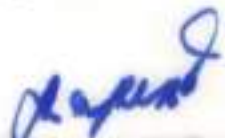
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**APPROVING AND PROMULGATING THE TRAINING REGULATIONS FOR  
CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II**

Adopted this 9<sup>th</sup> day of June 2020.

  
**ATTY. MARICHELLE D. DE GUZMAN**  
Board Secretary VI

Attested by:

  
**SEC. ISIDRO S LAPEÑA, PhD, CSEE**  
Designated Chairperson, TESDA Board  
Director General, TESDA

(Original Signed)  
**USEC. RENATO L. EBARLE**  
Department of Labor and Employment

(Original Signed)  
**USEC. DIOSDADO M. SAN ANTONIO**  
Department of Education

(Original Signed)  
**USEC. RAFAELITA M. ALDABA**  
Department of Trade and Industry

(Original Signed)  
**USEC. BRENDA L. NAZARETH-MANZANO**  
Department of Science & Technology

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**APPROVING AND PROMULGATING THE TRAINING REGULATIONS FOR  
CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II**

*(Original Signed)*  
**MR. ISIDRO ANTONIO C. ASPER**  
Board Member, Labor Sector

*(Original Signed)*  
**ATTY. BAYANI G. DIWA**  
Board Member, Labor Sector

*(Original Signed)*  
**MR. RENE LUIS M TADLE**  
Board Member, Labor Sector

*(Original Signed)*  
**MR. RAMON R. DE LEON**  
Board Member, Labor Sector

*(Original Signed)*  
**MR. ROGELIO J. CHAVEZ, JR.**  
Board Member, Labor Sector

*(Original Signed)*  
**DR. LEONIDA BAYANI-ORTIZ**  
Board Member, Employer Sector

*(Original Signed)*  
**PROF. RANDOLPH I. NONATO**  
Board Member, Employer Sector

## AMENDMENTS ON TRAINING REGULATIONS FOR CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II

Existing Promulgated Training Regulations (Board Resolution No. 2007-01)	Amendments
<b>Qualification Title</b> Caregiving NC II	Caregiving (Clients with Special Needs) NC II
<b>SECTION 1 – Definition of the Qualification</b>	
<p>The <b>CAREGIVING NC II</b> Qualification consists of competencies that a person must achieve to provide care and support to infants/toddlers, provide care and support to children, foster social, intellectual, creative and emotional development of children, foster the physical development of children, provide care and support to elderly, provide care and support to people with special needs, maintain healthy and safe environment, respond to emergency, clean living room, dining room, bedrooms, toilet and bathroom, wash and iron clothes, linen, fabric, prepare hot and cold meals.</p>	<p>The <b>CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II</b> Qualification consists of competencies that a person must achieve to participate in the implementation and monitoring of client's care plan, provide assistance and support to clients with special needs, recognize healthy body systems and apply medical terminology, provide care to clients with special needs, assist in administering medications to clients with special needs, provide technical care assistance to clients with special needs, respond to emergency situations, provide immediate care and support to children with special needs, and provide immediate care and support to adults and elderly with special needs.</p>
<b>Job Title</b> <ul style="list-style-type: none"> <li>• Caregiver of an infant / toddler</li> <li>• Caregiver of a child</li> <li>• Caregiver of an elderly</li> <li>• Caregiver of people with special needs</li> </ul>	<ul style="list-style-type: none"> <li>• Caregiver for people with special needs</li> <li>• Caregiver for children with special needs</li> <li>• Caregiver for adults and elderly with special needs</li> </ul>
<b>SECTION 2: Competency Standards</b>	
<b>Basic Competencies</b> <ul style="list-style-type: none"> <li>• Participate in workplace communication</li> <li>• Work in a team environment</li> <li>• Practice career professionalism</li> <li>• Practice occupational health and safety procedures</li> </ul>	<b>Basic Competencies</b> <ul style="list-style-type: none"> <li>• Participate in workplace communication</li> <li>• Work in a team environment</li> <li>• Solve/address general workplace problems</li> <li>• Develop career and life decision</li> <li>• Contribute to workplace innovation</li> <li>• Present relevant information</li> <li>• Practice occupational safety and health policies and procedures</li> <li>• Exercise efficient and effective sustainable practices in the workplace</li> <li>• Practice entrepreneurial skills in the workplace</li> </ul>

Existing Promulgated Training Regulations (Board Resolution No. 2007-01)	Amendments
<b><u>Common Competencies</u></b> <ul style="list-style-type: none"> <li>• Implement and monitor infection control policies and procedures</li> <li>• Respond effectively to difficult/challenging behavior</li> <li>• Apply basic first aid</li> <li>• Maintain high standard of patient services</li> </ul>	<b>No Amendments</b>
<b><u>Core Competencies</u></b> <ul style="list-style-type: none"> <li>• Provide care and support to infants/toddlers</li> <li>• Provide care and support to children</li> <li>• Foster social, intellectual, creative and emotional development of children</li> <li>• Foster the physical development of children</li> <li>• Provide care and support to elderly</li> <li>• Provide care and support to people with special needs</li> <li>• Maintain healthy and safe environment</li> <li>• Respond to emergency</li> <li>• Clean living room, dining room, bedrooms, toilet and bathroom</li> <li>• Wash and iron clothes, linen and fabric</li> <li>• Prepare hot and cold meals</li> </ul>	<b><u>Core Competencies</u></b> <ul style="list-style-type: none"> <li>• Participate in the implementation and monitoring of client's care plan</li> <li>• Provide assistance and support on environment and biopsychosocial needs of clients</li> <li>• Develop the ability to recognize healthy body systems and apply medical terminologies</li> <li>• Provide care and support to activities of daily living (ADL) of clients</li> <li>• Provide assistance in administering prescribed medications to clients</li> <li>• Provide care and support to clients with special needs</li> <li>• Respond to emergency situations</li> <li>• Provide immediate care and support to children with special needs</li> <li>• Provide immediate care and support to adults and elderly with special needs</li> </ul>
<b>SECTION 3: Training Arrangements</b>	
<b>3.1 Curriculum Design:</b>	
Nominal Training Hours: 18 Hours (Basic Competencies) 18 Hours (Common Competencies) 750 Hours (Core Competencies) <hr/> <b>786 Hours - TOTAL</b>	Nominal Training Hours: 37 Hours (Basic Competencies) 112 Hours (Common Competencies) 504 Hours (Core Competencies) <hr/> 653 Hours + 160 Hours - Supervised Industry Learning (SIL) <hr/> <b>813 Hours TOTAL</b>
<b>Course Description</b>	
This course is designed to enhance the knowledge, skills and attitudes of Caregivers in accordance with industry standards. It covers basic, common and core competencies in NC II.	This course is designed to provide the learner with knowledge, skills and attitude, applicable in performing work activities involve in providing care and support to clients with special needs – children with special needs and adult and elderly with special needs. This includes classroom learning activities and simulation area.  Upon completion of the program, the learners are expected to demonstrate the above-mentioned competencies to be employed. To obtain this, all units prescribed for this qualification must be achieved.



Existing Promulgated Training Regulations (Board Resolution No. 2007-01)	Amendments
<p><b>3.2 Training Delivery</b></p> <p>The delivery of training should adhere to the design of the curriculum. Delivery should be guided by the 10 basic principles of the competency-based TVET.</p> <ul style="list-style-type: none"> <li>• The training is based on curriculum developed from the competency standards;</li> <li>• Learning is modular in its structure;</li> <li>• Training delivery is individualized and self-paced;</li> <li>• Training is based on work that must be performed;</li> <li>• Training materials are directly related to the competency standards and the curriculum modules;</li> <li>• Assessment is based in the collection of evidence of the performance of work to the industry required standard;</li> <li>• Training is based both on and off-the-job components;</li> <li>• Allows for recognition of prior learning (RPL) or current competencies;</li> <li>• Training allows for multiple entry and exit; and</li> <li>• Approved training programs are nationally accredited.</li> </ul> <p>The competency-based TVET system recognizes various types of delivery modes, both on and off-the-job as long as the learning is driven by the competency standards specified by the industry. The following training modalities may be adopted when designing training programs:</p> <ul style="list-style-type: none"> <li>• The dualized mode of training delivery is preferred and recommended. Thus programs would contain both in-school and in-industry training or fieldwork components. Details can be referred to the Dual Training System (DTS) Implementing Rules and Regulations.</li> <li>• Modular/self-paced learning is a competency-based training modality wherein the trainee is allowed to progress at his own pace. The trainer only facilitates the training delivery.</li> <li>• Peer teaching/mentoring is a training modality wherein fast learners are given the opportunity to assist the slow learners.</li> </ul>	<p><u>AS PER NEW TR FRAMEWORK (TESDA BR 2014-04)</u></p> <ol style="list-style-type: none"> <li>1. The delivery of training shall adhere to the design of the curriculum. Delivery shall be guided by the principles of competency-based TVET.             <ol style="list-style-type: none"> <li>a. Course design is based on competency standards set by the industry or recognized industry sector; (Learning system is driven by competencies written to industry standards)</li> <li>b. Training delivery is learner-centered and should accommodate individualized and self-paced learning strategies;</li> <li>c. Training can be done on an actual workplace setting, simulation of a workplace and/or through adoption of modern technology.</li> <li>d. Assessment is based in the collection of evidence of the performance of work to the industry required standards;</li> <li>e. Assessment of competency takes the trainee's knowledge and attitude into account but requires evidence of actual performance of the competency as the primary source of evidence.</li> <li>f. Training program allows for recognition of prior learning (RPL) or current competencies;</li> <li>g. Training completion is based on satisfactory performance of all specified competencies.</li> </ol> </li> <li>2. The competency-based TVET system recognizes various types of delivery modes, both on-and off-the-job as long as the learning is driven by the competency standards specified by the industry. The following training modalities and their variations/components may be adopted singly or in combination with other modalities when designing and delivering training programs:</li> </ol>

Existing Promulgated Training Regulations (Board Resolution No. 2007-01)	Amendments
<ul style="list-style-type: none"> <li>• Supervised industry training or on-the-job training is an approach in training designed to enhance the knowledge and skills of the trainee through actual experience in the workplace to acquire a specific competencies prescribed in the training regulations.</li> <li>• Distance learning is a formal education process in which majority of the instruction occurs when the students and instructors are not in the same place. Distance learning may employ correspondence study, or audio, video or computer technologies.</li> </ul>	<p><b>2.1 Institution- Based:</b></p> <ul style="list-style-type: none"> <li>• Dual Training System (DTS)/Dualized Training Program (DTP) which contain both in-school and in-industry training or fieldwork components. Details can be referred to the Implementing Rules and Regulations of the DTS Law and the TESDA Guidelines on the DTP;</li> <li>• Distance learning is a formal education process in which majority of the instruction occurs when the students and instructor are not in the same place. Distance learning may employ correspondence study, audio, video, computer technologies or other modern technology that can be used to facilitate learning and formal and non-formal training. Specific guidelines on this mode shall be issued by the TESDA Secretariat.</li> <li>• Supervised Industry Training (SIT) or on-the-job training (OJT) is an approach in training designed to enhance the knowledge and skills of the trainee through actual experience in the workplace to acquire specific competencies as prescribed in the training regulations. It is imperative that the deployment of trainees in the workplace is adhered to training programs agreed by the institution and enterprise and status and progress of trainees are closely monitored by the training institutions to prevent opportunity for work exploitation.</li> <li>• The classroom-based or in-center instruction uses of learner-centered methods as well as laboratory or field-work components.</li> </ul> <p><b>2.2 Enterprise-Based:</b></p> <ul style="list-style-type: none"> <li>• Formal Apprenticeship – Training within employment involving a contract between an apprentice and an enterprise on an approved apprenticeable occupation.</li> <li>• Informal Apprenticeship - is based on a training (and working) agreement between an apprentice and a master craftsperson wherein the agreement may be written or oral and the master craftsperson commits to training the apprentice in all the skills relevant to his or her trade over a significant period of time, usually between one and four years, while the apprentice commits to contributing productively to the work of the business. Training is integrated</li> </ul>



Existing Promulgated Training Regulations (Board Resolution No. 2007-01)	Amendments
	<p>into the production process and apprentices learn by working alongside the experienced craftsperson.</p> <ul style="list-style-type: none"> <li>Enterprise-based Training- where training is implemented within the company in accordance with the requirements of the specific company. Specific guidelines on this mode shall be issued by the TESDA Secretariat.</li> </ul> <p><b>2.3 Community-Based:</b></p> <ul style="list-style-type: none"> <li>Community-Based Training – short term programs conducted by non-government organizations (NGOs), LGUs, training centers and other TVET providers which are intended to address the specific needs of a community. Such programs can be conducted in informal settings such as barangay hall, basketball courts, etc. These programs can also be mobile training program (MTP).</li> </ul>
<p><b>3.3 Trainee Entry Requirements</b></p> <p>Trainees or students should possess the following requirements:</p> <ul style="list-style-type: none"> <li>can communicate both in oral and written;</li> <li>physically and mentally fit;</li> <li>with good moral character; and</li> <li>can perform basic mathematical computation</li> </ul> <p>This list does not include specific institutional requirements such as educational attainment, appropriate work experience, and others that may be required of the trainees by the school or training center delivering the TVET program.</p>	<p>Trainees or students wishing to enroll in this program should possess the following requirements:</p> <ul style="list-style-type: none"> <li>Have completed at least 10 years basic education or an alternative learning systems (ALS) certificate of completion with grade 10 equivalent holder</li> <li>Basic communication skills</li> </ul>

**Existing Promulgated Training Regulations  
(Board Resolution No. 2007-01)**

**Amendments**

**3.4 List of Tools, Equipment and Materials**

Recommended list of tools, equipment and materials for the training of 25 trainees for Caregiving NC II are as follows:

Recommended list of tools, equipment and materials for the training of 25 trainees for CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II.

TOOLS		EQUIPMENT		MATERIALS		
Qty	Description	Qty	Description	Qty	Description	
2 pcs	Arpot (Hot Water)	1 pc	Bed Ordinary	2 ltrs	Alcohol	
1 pc	Skillet	1 pc	Bed surgical	2 packs	All purpose detergent soap	
5 sets	Garbage bin (biodegradable and non-biodegradable)	2 units	Blender / juicer	2 pcs	Baby oil	
2 pcs	Urinal	2 pcs	Bp apparatus, aneroid	10 pcs	Soap	
12 pcs	Basin (small)	2 pcs	Bp apparatus, manual	5 pcs	Feeding bottles w/ cover and nipples	
1 pc	Baby bath tub	1 unit	Coffee maker	4 pcs	Bb and baby lavettles	
12 pcs	Flat sheet	1 pc	Crib	1 gal.	Bleaching solution	
12 pcs	Gloves - household	1 unit	Dish washer w/ drer	1 pack/ each	Coffee, Cream and sugar	
1 box	Gloves - surgical	1 unit	Food processor	1 packs	Cotton bath	
12 pcs	Face towel/ towlelette	2 pcs	Flat iron with ironing board	1 set	Condiments	
12 pcs	Bath towel/ towlelette	1 unit	Microwave - oven	1 gal.	Fabrics softener	
4 pcs	Blanket	1 units	Oven (electric, gas)		Food items use for preparing meals	
4 pcs	Cumfoter	25 pcs	Chairs with arm	1 pack	Diaper (child and adult)	
2 pcs	Bedpan	1 unit	Dining set	1 gal	Liquid soap (cleaning bottles)	
2 pcs	Bottle brush (cleaning feeding bottles)	2 pcs	White board	1 kls	Infant formula	
2 pcs	Burping cloth	1 unit	ORPS, COT	5 packs	Table napkins	
5 pcs	Baby clothes	1 unit	Computer w/ printer	2 pcs	Table cloth	
5 pcs	Baby blanket	1 unit	Refrigerator	1 pack	Garbage bags	
1 pc	Carpet 4 ft. x 8 ft.	1 pc	Sphygmoma- nometer	2 sets/ each	Rolling paraphernalia (adult and child)	
1 pc	Clothes brush	1 pc	Bottle Sterilizer, electric	TRAINING MATERIALS/ REFERENCES 1. Mother and Care Baby 2. Infant Care Feeding 3. Story books e.g. Cinderella, snow white, etc. 4. Geriatrics: A Study of Maturity 5. Complete Early Childhood 6. Baby Play 7. Fundamentals of Nursing 8. Cookbook 9. Toddler Play 10. Care of the Adult 11. First Aid Book 12. Cleaning of Different Areas of the house		
1 pc	Clothes hanger	1 pc	Stethoscope			
1 pc	Clothes rack	1 unit	Stove			
2 each	Clothes, linen and fabrics for laundry	1 unit	Operational telephone unit			
1 set	China ware	10 sets	Thermometer (Oral, rectal, Axilla, Tympanic)			
1 set	Cooking utensils	1 unit	Bread toaster			
5 pcs	Cutting board	1 unit	Washing machine - Heavy Duty			
1 set	Cutlery	1 unit	Drier			
1 pc	Electric knife	1 pc	Weighing scale			
1 pc	Electric opener	1 pc	Wheel chair			
10 pcs	Gown (hospital)	1 unit	Vacuum cleaner - Heavy Duty			
1 pc	Hot water bag	1 pc	Commode			
1 pc	Ice cube	1 pc	Cane or walker			
1 pc	Kettle	1 pc	High chair/ booster seat/ portable seat			
1 set	Pots and pans	1 unit	Dressing trolley w/	1 set/ each	TOYS 13. Crayons 14. Play Dough 15. Shape sorter 16. Coloring Book 17. Musical Mistle 18. Push & pull toys 19. Toys (assorted), games and accessories 20. CPR (Infant, Child and Adult) 21. Artificial Resp. (Infant, Child and	
10 pcs	Pot holder		• cotton balls • medicine glass • thermometer • sound dressing set			
2 pcs	Apron	1 set	First aid kit			
1 set	Crotchets (adjustable)	1 each	Duminy (baby and adult) ** - use for bathing			
1 set	Crossing kit (hairbrush, comb, nail cutter, nail brush)	1 each	Duminy for CPR (infant, child and adult) **			
5 pcs	Hard towel	OFFICE EQUIPMENT/ FURNITURE				TAPES/DISC
1 set	Feeding utensils (Child and adult)	1 unit	Fax machine	20. CPR (Infant, Child and Adult)		
1 set	Measuring cup	1 unit	Television	21. Artificial Resp. (Infant, Child and		

**TRAINING CENTER OFFICE**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Computer table
3	SETS	Office table (regular size) with chairs
2	PC	Steel cabinet
1	SET	Computer with complete accessories and applications
1	UNIT	Telephone with internet
1	SET	Printer
1	UNIT	Air conditioning unit
1	PC	Wall clock
2	SET	First Aid Kit
1	PC	Rechargeable Emergency Lamp
2	PC	Fire Extinguisher
1	PC	Bulletin board
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Scissors
1	PCS	Stapler
1	PCS	Puncher
1	PC	White board eraser
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	REAM	A4, letter, legal bond paper (each)
25	PCS	Long, short Folder each
25	PCS	Long, short Envelop each
1	REAM	A4, letter, legal bond paper (each)
1	BOX	Fastener
1	BOX	Staple wire
3	PCS	Ballpen / ink correction tape / fluid
1	BOX	Paper clip
2	PCS	White board markers (RED, BLUE, BLACK) (each)
3	PCS	Pencil eraser
INSTRUCTIONAL MATERIALS and LEARNING GUIDES		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	COPY	Session plans per unit of competency
1	COPY	On the Job Training (OJT) program
25	COPIES	Trainees Record Books
1	COPY	Summative assessment tools per unit /cluster of units of competency

**CONTEXTUAL LEARNING AREA**

TOOLS and EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	POSTER	Progress chart for 25 trainees for the qualification
1	POSTER	List of competency standards for the qualification
1	PC	Wall clock
25	PC	Arm chairs
2	PC	Long Table
1	UNIT	LCD projector
1	PC	White board (big)
5	PC	White board marker
2	PC	White board eraser
1	PC	Trainer Chair
1	PC	Trainer Table with drawer
1	UNIT	Air conditioning unit

TOOLS		EQUIPMENT		MATERIALS	
Qty	Description	Qty	Description	Qty	Description
1 unit	Medical tray	1 unit	VHS/DVD Player	22	Fracture
1 set	Moong band	1 unit	Soft set	23	Sprained Ankle
4 pcs	Pail			24	Burns
5 pcs	Peeler			25	Child safety: Items about playing and safety
1 pc	Pick up forcep			26	Multiple Casualty Management
12 pcs	Pillow case				
8 pcs	Pillow				
1 unit	Portable mixer				
1 unit	Potato masher				
2 pcs	Record book				
6 pcs	Rubber sheets				
1 set	Silver ware				
10 pcs	Soap dish				
1 pc	Tong (plastic/rubber)				

#### LEARNING RESOURCE AREA

TOOLS and EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	SETS	Desktop computer with internet access
2	SET	Long table with 4 chairs
2	UNITS	Bookshelves
1	COPY	Relevant Training Regulation for the qualification
2	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Outcome-based Training Curriculum for the qualification
2	COPIES EACH	Relevant Philippine laws and regulations: <ul style="list-style-type: none"> <li>RA 11058 OSH Law</li> <li>RA 10173 Data Privacy law</li> <li>RA 9003 Ecological Solid Waste Management Act of 2000</li> <li>RA 6969 Toxic Substances &amp; Hazardous &amp; Nuclear Wastes Control Act of 1990</li> <li>PD 856 Code on Sanitation of the Philippines</li> <li>Senate Bill 2261 Caregivers Welfare Act</li> <li>RA 7164 Philippine Nursing Act</li> <li>RA 10918 New Pharmacy Law</li> </ul>
2	COPIES	WHO Guidelines on infection prevention and control
2	COPIES EACH	Text reference or book reference
		<ul style="list-style-type: none"> <li>Fundamentals of Caregiving</li> <li>Fundamental of Nursing</li> <li>Caregiving for newborn to preschooler</li> <li>Nurses Pocket Guide</li> <li>Medical dictionary</li> <li>MMs / PPD</li> <li>Principles and practice of therapeutic communication</li> <li>Principles and practice of ergonomics</li> <li>Basic human anatomy</li> <li>Basic human physiology</li> <li>Principle of Growth and Development</li> <li>Principles in hygiene practices and techniques</li> <li>Principles in therapeutic techniques</li> <li>Maternal and Child Nursing</li> <li>Caring For young baby and young Child</li> <li>Early Childhood Assessment</li> <li>The social stages of play</li> <li>Child and adolescent psychiatry</li> <li>Caregivers Care plan or Nursing Care plan</li> <li>Ethical and legal standard of care (local and abroad)</li> <li>Principles of Infection Control</li> <li>Newborn Screening</li> <li>Immunization for neonate to children</li> <li>Medical Surgical</li> <li>Childhood illnesses and management</li> <li>Adult illness and Management</li> <li>Dealing with People with Special Needs</li> <li>Psychiatric Disorder and its management</li> </ul>
5	COPIES	The alphabet book
5	COPIES	Puzzle books
5	COPIES	Coloring books
2	COPIES	Go, GROW, GLOW poster
2	COPIES	Text reference on
2	COPIES EACH	Audiovisual Video presentation <ul style="list-style-type: none"> <li>Handwashing techniques</li> <li>Gloving technique</li> <li>Wearing of Personal protective equipment</li> <li>Bathing of the Elderly</li> <li>Bathing of the Ambulatory and Non-Ambulatory Patient</li> <li>Hair, foot and nail care</li> <li>Pulse oximeter</li> </ul>



- Vital sign Taking for adult
- Occupied and Non- Occupied Bed Making
- How to use glucometer
- Assist client in eating and drinking
- Assist the client in toileting and elimination
- Assist the client with dressing and undressing
- Oral care for elderly and person with special needs like psyche patient and coma patient
- Changing ~~diaper~~ and diapering elderly or person with special needs
- Assist the client with ambulation and transfer
- Assistive devices and how to use it
- Medication preparation
- Medication administration
- Assist in simple wound care
- Assist in catheter care and incontinence management
- Applying hot and cold therapy
- Assisting in nebulization
- Pain Management
- Feeding the Elderly
- Feeding with cleft palate and cleft lip
- Provide care and support to client with congenital disorder
- Provide care and support to client with challenging behavior
- ~~Provide~~ care and support to client with sensory degeneration
- Provide care and support to client with Alzheimer's disease
- Provide care and support to client with Parkinson's disease
- ~~Provide~~ care and support to client with chronic disease
- Muscle strain and muscle spasm management
- Fracture and dislocation and its management
- Different Medical condition in all system (at least 5 diseases)
- Head to toe assessment
- Carrying Techniques for elderly
- Putting ~~elderly~~ care seat
- Common Injuries and Accident among elderly and person with special needs
- Basic First aid and Basic Life Support with AED for Adult

#### WORKSHOP AREA

##### **UC: 1. PARTICIPATE IN THE IMPLEMENTATION AND MONITORING OF CLIENT'S CARE PLAN**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	UNIT	LCD projector
1	SET	Audio-video equipment
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Whiteboard
1	PC	Clip Chart (Client's Care plan made by the Doctor or Nurses)
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
25	PC	Sample nursing care plan template
25	PC	Sample client clip chart
25	PC	Personal care support plan
25	PC	Endorsement report
1	REAM	Bond Paper
1	BOX	Ballpoint Pen (Colors: Red, Blue, Black, Quantity: 1 box per color)
INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Participating in the Implementation and Monitoring of Client's Care Plan

**UC 2. PROVIDE ASSISTANCE AND SUPPORT ON ENVIRONMENT AND BIOPSYCHOSOCIAL NEEDS OF CLIENTS**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Automatic Hand dryer, L/RPM 2800, Drying Time: 21 sec, Air Speed: 14m/sec, Dimension 240x240x230MM
1	PC	Portable Lavatory (Sink Size (x or l x h): 330 mm, Depth sink (h): 150 mm, Flow rate: 15l/min)
1	PC	Hand Sanitizer Dispenser (Power Supply: 4pcs C size batteries or AC adapter, N.W.: 0.6/1.0kg, Pump mode: Liquid foam spray and installation mode: wall mounted)
1	PC	Hospital Bed (Dimension: 76" x 38" x 22" Backrest Lifting Angle: 80°+5°, Knee Rest Lifting Angle: 40° + 5°, With controller brake to allow caregiver to set predetermined parameter, Bed Framework made from mild steel ERW rectangular tubes, Aluminum alloy side rail, collapsed type with safe lock)
1	PC	Single Bed Frame (Material: Wood or Steel, Size: 36" (W) x 75" (L))

1	PC	Single bed mattress (Type: Foam, Size: 36" (W) x 75" (L), 28 cm thick)
1	PC	Linen Hamper (Size: L: 20" x W: 20" x H: 36", Made of heavy tubular steel mounted on 75mm 4 pieces swivel casters & with cover manual operate, Provided with Canvas bag)
1	PC	Bedside Table (Material: Wood)
1	PC	Bedside chair (Material: Wood)

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PCS	Trash bin (Color coded for Solid Bio-Medical Waste: Black, Red, Yellow, Blue and White)
5	PCS	laundry hamper
5	PCS	Pets (Category: Bird, Dog, Cat, Fish, White Rat Quantity: 1 per category)
8	PCS	Bed (Type: Material: Cotton, Color: White, Size: 60" x 60")
5	PCS	Pillow (Material: Foam, Color: White, Size: 16" x 24")
4	PCS	Pillow case (Material: Cotton, Color: White, Size: 16" x 24")
2	PCS	Hospital Drape Sheet (Material: Cotton, Color: Green, Size: 90 x 180 cm)
2	PCS	Hospital Rubber Sheet (Material: Rubber, Color: Multicolor, Size: 90 x 180 cm)
5	PCS EACH	Disposable Bed Underpad S, M, L, XL sizes
2	PCS	Bed Blanket (Size: 200x 240 cm, Material: Cotton)

MATERIALS		
QTY*	UNIT	DESCRIPTION/SPECIFICATION
5	SETS	Liquid soap (Net Weight: 1000 ml, Intended for Handwashing)
5	PCS	Bar soap (Net weight: 100g, Intended for Handwashing)
5	PCS	Hand towel (Size: 20" x 28", Color: Different Color)
5	PCS	All Purpose Cleaner (Net Weight: 500ml, Intended for cleaning floor)
5	PCS	Chamom (Type: Cotton)
2	BOX	Disposable Tissues (Type: Facial Tissues)
25	PCS	Surgical face mask (Mask type: 3 Ply Endcap, Biorrectional, 3 Ply Ties On, Duck Bill)

INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Providing Assistance and Support to Clients with Special Needs

**UC 3. RECOGNIZE HEALTHY BODY SYSTEMS AND APPLY MEDICAL TERMINOLOGIES**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	UNIT	Flat Screen Television (LED- Smart TV, Wall Mounted, Size: 50", Network-LAN terminal, Connections-HDMI, component terminal)
1	PC	Speaker (Connectable: Bluetooth ready, Rechargeable battery, USB charging, 10 W output power, AUX IN port, Micro USB Jack)
1	UNIT	Laptop (Size: 16" Connectable: WIFI, Bluetooth ready, With: USB port, HDMI port, VGA port, Processor: Intel Core Duo or higher, Hard Disk Drive 250 GB or higher)
1	UNIT	LCD Projector
1	UNIT	Human body Model - Life Size Human Body Model Anatomy Doll with Removable Organs 3D Human Organ Model
1	UNIT	Human adult penis model- for demonstration of penile care
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	COPY	Human Anatomy and Physiology lecture videos
1	COPY	Common disorders problems and complaints in each human body system, lecture videos

INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Recognizing Healthy Body Systems and Applying Medical Terminology
11	PC	Human Body System (211 systems) poster (Each System preferably encase in glass frame (1 framed poster / system)
1	PC	Common Medical Terminology (preferably within glass frame)
1	PC	Common medical abbreviations (preferably within glass frame)
1	PC	Common medical acronyms (preferably within glass frame)

**UC: 4. PROVIDE CARE AND SUPPORT TO ACTIVITIES OF DAILY LIVING (ADL) OF CLIENTS**

**element: Obtain basic vital signs of client prior to performing care activities**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PCS	Aneroid Type Blood Pressure Monitor
1	PC	Digital Blood Pressure Monitor (Measurement System, Oscillometric method, Power source AA size x4, Rated Voltage 0.60V/1.3W)
2	PCS	Pulse oximeter

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PC	Stethoscope (Chest piece: surgical stainless steel, Size: 45 mm, Dual Heads - Diaphragm and bell)
1	PC	Wall Clock (Type: Quartz Analog, Size: 30.5" x 30.5" x 4.3 cm, Material: Plastic)
1	PC	Wrist watch with second hand
5	PCS	Digital Thermometer (Type: Oral, Anal, Axilla, Tympanic, Forehead, Quantity: 1pc/type)
6	PCS	Kidney basin (Size: 8" (2pcs), 10" (2pcs), 12" (2pcs), Stainless and plastic)

MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PCS	Trash Bin (Color Coded: Yellow, Green and Black)
5	PACKS	Cotton Balls (100pcs)
3	PCS	Cotton Balls canister (Type: Stainless Steel, Size: Small, Medium, Large)
5	PCS	70 % Alcohol (Net weight: 500 ml)
2	BOXES	Disposal Clean Gloves (Type: Latex, 100pcs per box)

**element: Assist the client in eating and drinking**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	UNIT	Overbed Bedside table (Wheels for hospital and home, Height Adjustable: 28" - 40", DIMENSIONS: 15"(D) x 30"(W) x 23-40"(H); Base Dimensions: 15.5"(D) x 26.5"(W); Table Top Dimensions: 30"(L) x 15"(W) x 0.75"(D))

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	SET	Dinnerware (Dinner plate, appetizer plate, under liner plate, soup bowl)
2	SET	Flatware (Dinner knife, spoon and fork, Salad spoon and fork, fish knife, soup spoon)
2	SET	Glassware (Water goblet, white and red white glass)
8	PCS	Food Storage (Type: Tupperware container, Glass Container and Plastic (ziplock) bag Quantity: 2pcs / type)
6	PCS	Dish rag dryer
2	PCS	Tablecloth
2	PCS	Placemat
2	PCS	Rectangular tray
2	PCS	Round Tray (for glassware)
2	PCS	Center piece flower

MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
6	PCS	Table napkin
2	SET	Condiments

1	RLM	Bond Paper
1	BOX	Ballpoint Pen (Color: Red, Blue, Black, Quantity: 1 box per color)
5	PCS	Chairco
2	PC	Liquid dishwashing detergent (500ml)
5	PC	Cleaning sponge pad net cloth



element: Assist the client in toileting and elimination

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Bedpan with wheels (Material: Plastic, stainless. Quantity: 1pc /type )
2	PCS	Urinal (Material: Plastic, stainless. Quantity: 1pc /type )
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	BOXES	Disposal Clean Gloves (Type: Latex, 100pcs per box)
2	PCS	Air Freshener (500 ml)
5	PCS	Bath towels (Size: 27 x 55 inches. Color: Different Colors. Type: Cotton )
12	PCS	Toilet Rolled Tissue-2 ply
2	PCS	Urine bag
2	PCS	Foley Catheter for Adults
1	PC	Flexible measuring cup for urine (Size: 0.25L, 0.50L, 1 L. Quantity: 1 pc / size )

element: Assist the client with dressing and undressing

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	SETS	Upper and lower garments (Type: Blouse, Shirt, and pants For male and female)
2	PCS	Hospital gown
5	PCS	Bath towels (Size: 27 x 55 inches. Color: Different Colors. Type: Cotton )
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Body lotion or moisturizer or protective cream
2	BOXES	Surgical face mask (Mask type: 3 Ply Endcap, Bidirectional, 3 Ply Tien On, Duck Bill )
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
5	PCS	Personal Protective Equipment: Disposable Gown

element: Assist the client in oral care

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	BOX	Tongue depressor
5	PCS	Kidney basin (Size: 6" (2pcs), 10" (2pcs), 12" (2pcs). Stainless and plastic )
2	PCS	Denture container

2	PCS	Denture
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Surgical face mask (Mask type: 3 Ply Endcap, Bidirectional, 3 Ply Tien On, Duck Bill )
2	PCS	Water Soluble lubricant for lips
20	PCS	Sponge Swabbers
4	PCS	Toothbrush (For adult and children )
2	BOXES	Toothpaste (For adult and children )
5	PCS	Hand towel (Size: 20" x 28", Color: White )
2	PCS	Medicine Cup (Type: Plastic)
1	BOX	Gauze (Size: 10 cm x 10 cm)
2	PCS	Mouthwash (500ml)
1	PACK	Dental floss (100 pcs)

elements: Assist the client with bathing /showering

Assist the client in hair care, foot care and nail care (grooming)

Assist the client in the care of eyes, ears, nose and throat

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Bedpan with wheels (Material: Plastic, stainless. Quantity: 1pc /type )
2	PCS	Urinal (Material: Plastic, stainless. Quantity: 1pc /type )
2	PCS	Eyeglasses
2	PAIR	Contact Lenses
2	PCS	Contact lenses case
1	PAIR	Hearing aid with brush and earplugs (Screening, the against external noise and make the sound output to the ear canal smooth )

MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Surgical face mask (Mask type: 3 Ply, Earloop, Bidirectional, 3 Ply Tie On, Duck Bill)
2	SETS	Upper and lower garments (Type: Blouse, Shirt, and pants For male and female)
2	PCS	Hospital gown
2	PCS	Bath Blanket
8	PCS	Bath towels (Size: 27 x 53 inches, Color: Different Colors, Type: Cotton)
8	PCS	Hand towel (Size: 20" x 28", Color: Different Color)
8	PCS	Face towels (Size: 12 x 12 inches, Color: Different Color)
3	PCS	Basin (Size: small, Medium, Large)
5	PCS	Adult Soap (Form: Liquid Soap - Net Weight 1L and Bar Soap - Net weight: 200g, Hypoallergenic)
5	PCS	Adult Shampoo (Form: Liquid, Net Weight: 300 ML)
5	PCS	Adult Conditioner (Form: Liquid, Net Weight: 300 ML)
3	PCS	Adult Lotion (Net Weight: 500ml, Hypoallergenic)
5	PCS	Adult Cologne (Net Weight: 5.60 oz)
2	PCS	Linen bag
2	SETS	Clean Bed Linen (Flat sheet, Bottom Sheet, Rubber Sheet, Draw Sheet and Top Sheet)
2	PCS	Shampoo Trough (Type: Plastic and inflatable, Capacity: 1pc type)
2	PCS	Roll (Size: Small, Medium, Large)
2	PCS	Nail cutter (designed for adult)
2	PCS	Comb or hair pick and brush
2	PCS	Fitcher (small)
5	PACKS	Cotton balls (100pcs/pack)
1	PCS	Cotton Balls canister (Type: Stainless Steel, Size: Small, Medium, Large)
2	PCS	Waterproof pad
2	PCS	Roller toilet tissue
element: Assist the client with ambulation and transfer		
EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Hospital Bed (Dimension: 75" x 38" x 22" Backrest Lifting Angle: 30°+5° Knee rest Lifting Angle: 40° + 5°, With controller brake to allow caregiver to set predetermined parameter, Bed Framework made from mild steel ERW rectangular tubes, Aluminum alloy side rail, collapsed type with safe lock)
1	PC	Single Bed Frame (Material: Wood or Steel, Size: 38" (W) x 75" (L))
1	PC	Single bed mattress (Type: Foam, Size: 38" (W) x 75" (L), 20 cm thick)
1	UNIT	Hospital emergency button with Signal Cord (Type: is to emergency button or cord that signal emergency to call the attention of health care provider)
2	UNITS	Wheelchair (Material: 24" x 1" Solid Tire Flat free Wheels, 8" x 1" front caster flat free, Seat Width: 18" x 16", Weight Capacity: 250lbs)
2	UNITS	Walking cane (36" - 37", aluminum, adjustable, non-skid rubber tip, foamed handle)
2	UNITS	Adult axillary crutches (aluminum, adjustable push-button, for 5'6" - 5'7" height patient)
2	UNITS	Standard 2-button walker without wheels (aluminum)
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	SETS	Clean Bed Linen (Flat sheet, Bottom Sheet, Rubber Sheet, Draw Sheet and Top Sheet)
2	PCS	Belt grip Transfer Belt
2	PCS	Gait belt
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Slippers (non-skid soles)
2	PCS	Shoes (non-skid soles)
2	PCS	Robe
2	PCS	stockings
2	PCS	Pillow (Size: 30x40 cm, Color: Any Color)
2	PCS	Moisture-proof Pillow case (Size: 30x40 cm, Color: Any Color)
INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Providing Care to Clients with Special Needs
1	POSTER	Chart on Food Pyramid
1	POSTER	Diagram on aseptic handwashing

**UC: 5 PROVIDE ASSISTANCE IN ADMINISTERING PRESCRIBED MEDICATIONS TO CLIENTS**

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Medicine Cabinet (Type: Door 85 x 100 x 30 cm with Eight shelves and Eight door trays)
1	PC	Refrigerator (Small) (Capacity: 48 L, Temperature 0 to 8 degree, Size: 440Lx100x550 mm, Net weight (18.5 kg))
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	SETS	Dropper aids- <ul style="list-style-type: none"> <li>• Dosesets</li> <li>• Dispensing spoons, dispensing cups</li> <li>• Pre-filled syringes</li> <li>• Pill pots</li> <li>• Pill cutter</li> </ul>
2	PCS	Adult nebulizing kit
2	PCS	Children's nebulizing kit
2	PCS	Tumbler
1	PACK	Paracetamol 500mg tablet
1	PACK	Mefenamic acid scored tablet
1	PACK	Antacid chewable tablet
1	PACK	Sublingual tablet
1	PACK	Antidiabetic drugs
1	PACK	Antihypertensive drugs
1	PACK	Cholesterol lowering drugs
1	PACK	Diuretic drugs
1	BOTTLE	Antacid suspension 80ml
1	BOTTLE	Multivitamin syrup 60ml
1	BOTTLE	Paracetamol drops 15ml
1	TUBE	Analgesic Ointment
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
25	COPIES	Sample medication chart / record
25	PCS	Sample medication prescription
INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Assisting in Administering Medications to Clients with Special Needs
1	COPY	AIMs / POD

**UC: 6 PROVIDE ASSISTANCE WITH CLIENTS TECHNICAL CARE NEEDS**

element: Assist in simple wound care

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
6	PCS	Cotton Balls container (Type: Stainless Steel, Size: Small, Medium, Large Quantity: 2 pcs per size)
2	PCS	Ovum Ejector
2	SETS	Minor surgical instrument (Dresser forceps, Tooth forceps, Surgical scissors, bandage scissors, needle holder)
6	PCS	Kidney basin (Size: 8" (2pcs), 10" (2pcs), 12" (2pcs) Stainless and plastic)

MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PACKS	Cotton Balls (100pcs)
5	PCS	70 % Alcohol (Net Weight: 500 ml)
2	BOXES	Alcohol swab
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Micro-pore tape or plaster tape (Size: 1 inch, 3 inches Quantity: 1 box per size)
5	PCS	Trash bin (Color: coded for Solid Bio-Medical Waste: Black, Red, Yellow, Blue and White)
1	BOX	Sterile gauze (Size: 4 x 4 inches)
1	BOX	Antibiotic cream or ointment as prescribed by the doctor
1	BOTTLE	Sterile water (1000ml)
5	PCS	10 cc Syringe

element: Assist the client in catheter care and incontinence management

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
6	PCS	Kidney basin (Size: 8" (2pcs), 10" (2pcs), 12" (2pcs) Stainless and plastic)



8	PCS	Cotton Balls canister (Type: Stainless Steel, Size: Small, Medium, Large Quantity: 2 pcs per size)
<b>MATERIALS</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
5	PACKS	Cotton Balls (100pcs)
5	PCS	Povidone Iodine Solution
2	BOXES	Alcohol swab
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Microport tape or plaster tape (Size: 1 inch, 3 inches Quantity: 1 box per size)
5	PCS	Trash bin (Color: coded for Solid Bio-Medical Waste: Black, Red, Yellow, Blue and White)
2	PCS	Urinary Foley Catheter for Adult
1	PC	Drapes (Type: and fenestrated, containing an opening or window)
26	PCS	Surgical Gloves (Type: Latex, Sizes: 5 - 8)
<b>element: Participate in applying hot and cold therapy to the client</b>		
<b>EQUIPMENT</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
1	UNIT	Electric Heating pad (Size: 10cm x 5cm)
<b>TOOLS</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
2	PCS	Hot compress bag
2	PCS	Cold compress bag
2	PCS	Hot compress pack
2	PCS	Cold compress pack
<b>element: Assist the client in nebulization</b>		
<b>EQUIPMENT</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
1	UNIT	Nebulizer (Max pressure (compressor) 30psi, Flow range (Compressor) 0-14L/min, Capacity (Nebulizer) 5ml, Size: 4.5" x 3.4" x 1.0")
<b>TOOLS</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
2	PCS	Nebulizer kit (S, adapter, 7 inch tubing, mouth piece, reservoir tube, and medication cup)
<b>MATERIALS</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
1	BOX	Medication (Nebulization medication such as Albuterol, salbutamol)
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Alcohol swab
<b>element: Assist the client in the management of pain</b>		
<b>MATERIALS</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
2	PCS	Oil Massage (230 ml)
5	PCS	Bath towels (Size: 27 x 53 inches, Color: Different Colors, Type: Cotton)
5	PCS	Face towels (Size: 12 x 12 inches, Color: Different Colors)
	FOIL / BLISTER PACK EACH	Analgesics / anti-inflammatory / corticosteroids
1		
<b>INSTRUCTIONAL MATERIALS</b>		
<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION/SPECIFICATION</b>
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Promoting Technical Care Assistance to Clients with Special Needs

# UC: 7. RESPOND TO EMERGENCY SITUATIONS

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	UNIT	Dummy for adult (with light detector and clicker)
1	UNIT	AED for adult (prototype)
1	UNIT	Dummy for child (with light detector and clicker)
1	UNIT	AED for child (prototype)
1	UNIT	Dressing Trolley
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PIECE	Surgical scissors
1	PIECE	Bandage scissors
1	PIECE	Pick up forceps
2	PIECES	Tissue forceps
2	PIECES	Surgical forceps
3	SETS	Hard Splint (Different sizes: Arm, forearm, thigh, leg)
3	SETS	Soft Splint
2	SETS	First aid kit
3	PIECES	Medical tray (stainless steel)
3	PIECES	Kidney basin (plastic/stainless steel)
2	PIECES	Instrument tray with cover (stainless steel)
1	PIECE	Cervical collar for adolescence
1	PIECE	Cardiac board for adolescence
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	BOX	Clean gloves (50 pairs)
5	SETS	Surgical gloves (different sizes: 5.5, 6.5, 7, 7.5, 8)
1	BOX	Surgical mask (50 pieces)
5	BOTTLES	70% alcohol (alcohol 750ml capacity)
25	PIECES	Hospital hair net
2	PACKS	Cotton Balls (alcohol 100 balls)
15	PIECES	Triangle bandage
3	SETS	Elastic bandage (different size: 2', 3', 4')
10	PACKS	Surgical wound bandage (alcohol 4x4)
1	LITER	Soaking solution (instrument disinfectant)
1	LITER	Rinsing solution (Plain NSS)
INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Providing Immediate Care and Support to Children with Special Needs

# UC: 8. PROVIDE IMMEDIATE CARE AND SUPPORT TO CHILDREN WITH SPECIAL NEEDS

element: Provide care and support to children with physical disabilities (feeding with cleft lip or palate)

TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Cleft lip/palate cuppac
1	PC	Special Needs Feeder
1	PC	Pigeon feeder
1	PC	Dr. Brown's Specialty Feeding System with one-way valve
3	PCS	Milk dispenser (Type: Plastic, Portable, 3 layers)
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PC	Milk Formula (Net Weight: 1kg, Type: Powder)
1	PC	Distilled water (Net Weight: 1 gallon)
5	PCS	Hand towel (Size: 20" x 28", Color: Different Color)

element: Provide care and support to children with congenital disorders

EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
3	UNIT	Half Size- Dummy for CPR with LED Compression indicator (Adult, Children and Infant)
1	UNIT	Semi-Automated External Defibrillator for Training Purposes (Portable, Biphasic Defibrillator, Trainer remote powered by two (2) AAA batteries (not included). Trainer package includes: GS Training device, adult trainer pads (1 pair), infra-red remote control (1), languages packs and User's Guide CD (KTRLANG02A), overlay for an automatic version, and language configuration instructions
MATERIALS		
QTY	UNIT	Description/specification
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Alcohol swab
2	PCS	Pocket face mask
2	PCS	CPR Mask

2	PCS	Defibrillator pads for adults and infants
<b>element: Provide care and support to children with challenging behaviors</b>		
<b>TOOLS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	SETS	Shape and color matching, or sorting, toys
5	COPIES	Word books
5	COPIES	Puzzle books
5	SETS	Board games
5	SETS	Picture board
1	PC	Any musical instrument for children
5	SETS	Music audio records
5	COPIES	Daily timetable
5	SETS	Drawing / coloring / painting sets
<b>INSTRUCTIONAL MATERIALS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Providing Immediate Care and Support to Children with Special Needs

<b>UC: 9. PROVIDE IMMEDIATE CARE AND SUPPORT TO ADULTS AND ELDERLY WITH SPECIAL NEEDS</b>		
<b>element: Provide care and support to clients with sensory degeneration</b>		
<b>EQUIPMENT</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	PAIR	Hearing aid with trush and earplugs (Sealogics, the agent against external noise and make the sound output to the ear canal smooth)
<b>TOOLS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
6	PCS	Kidney bean Laute: 4" ( 2pcs), 10" ( 2pcs), 12" ( 2pcs). Stainless and plastic )
1	PC	Wax pick or wire loop
<b>MATERIALS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	PCS	Soft cloth
<b>element: Provide care and support to clients with Alzheimer's disease</b>		
<b>EQUIPMENT</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	UNITS	Wheelchair
2	UNITS	Adjustable crutches
2	PCS	Canes
2	PCS	Walker
1	SET	Ordinary bed (single) with beddings
1	SET	Orthopaedic bed with beddings
2	UNITS	Commode
<b>TOOLS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	SETS	Oral care kit
5	SETS	Clothes and grooming kit
5	SETS	EENT clinically-accepted cleansing kit
5	SETS	Bathing and toiletries kit
5	SETS	Feeding kit
<b>MATERIALS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	SETS	Location signs (assorted)
5	SETS	Object labels (assorted)
5	COPIES	Weight monitoring checklist
5	COPIES	Blood glucose monitoring checklist
5	COPIES	Bladder voiding record
5	COPIES	Fluid intake record
5	COPIES	Care shift endorsement report
<b>element: Provide care and support to clients with Parkinson's disease</b>		
<b>EQUIPMENT</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Cane (Type: single point, multiple point, Quantity: 1 pc per type)
2	PCS	Walker (Type: Standard, Rollator, Quantity: 1 pc per type)
2	PCS	Crutches
<b>TOOLS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Medical Foot stool
<b>MATERIALS</b>		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Gas bed

element: Provide care and support to clients with chronic diseases		
EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
1	UNIT	Glucometer (To test random blood sugar level)
TOOLS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PCS	Kidney basin (Size: 8" (2pcs), 10" (2pcs), 12" (2pcs), Stainless and plastic)
5	PCS	Cotton Balls container (Size: Stainless Steel, Size: Small, Medium, Large, Quantity: 2 pcs per size)
2	PCS	Voiler Resting Splint
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	PACKS	Cotton Balls (100pcs)
5	PCS	70 % Ethyl Alcohol
2	BOXES	Alcohol swab
2	BOXES	Clean Gloves (Type: Latex, 100pcs per box)
2	BOXES	Micro pore tape or plaster tape (Size: 1 inch, 3 inches, Quantity: 1 box per size)
5	PCS	Trash bin (Color coded for Solid Bio-Medical Waste: Black, Red, Yellow, Blue and White)
1	BOX	Sterile glucose strips
element:		
Provide care and support to clients with muscle strain and muscle spasm		
Provide care and support in a homecare setting to clients with fracture and dislocation		
EQUIPMENT		
QTY	UNIT	DESCRIPTION/SPECIFICATION
2	PCS	Knee Immobilizer
2	PCS	Traction splint
1	PC	Spinal Board
2	PCS	Cervical Collar (Size: Plastic and Foam, Quantity: 1pc per type)
MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
25	PCS	Triangular Bandage (Size: Large)
25	PCS	Elastic Bandage (Size: 4 inches)
2	BOXES	Micro pore tape or plaster tape (Size: 1 inch, 3 inches, Quantity: 1 box per size)
1	PCS	Spinal Board strap
1	PC	Cast splint
INSTRUCTIONAL MATERIALS		
QTY	UNIT	DESCRIPTION/SPECIFICATION
5	COPIES	Competency-Based Learning Module (CBLM)
1	COPY	Module of Instruction: Providing Immediate Care and Support To Adults and Elderly with Special Needs



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<b>3.5 Training Facilities</b>				Based on a class intake of 25 learners/trainees.			
The Caregiving Learning Facility must be of concrete structure. Based on class intake of 25 students/trainees, the space requirements for the teaching/learning and curriculum areas are as follows:							
Space Requirement	Size in Meters	Area in Sq. Meters	Total Area in Sq. Meters	Space Requirement	Size in Meters	Area in Sq. Meters	Total Area in Sq. Meters
Administration Office				Administrative/Office Area		15 sq.m.	15 sq.m.
Demonstration Room				Training Resource Area		10 sq.m.	10 sq.m.
- Child Care		30 sq.m.	30 sq.m.	Practical Work Area – Persons with Special Needs Adult/Elderly		25 sq.m.	25 sq.m.
- Home Management		60 sq.m.	60 sq.m.	Practical Work Area – Persons with Special Needs Children		20 sq.m.	20 sq.m.
- Elderly Care		30 sq.m.	30 sq.m.	Contextual Learning Area		30 sq.m.	30 sq.m.
- Care for People with Special Needs		30 sq.m.	30 sq.m.	Learning Resource Area		15 sq.m.	15 sq.m.
Academic Room		30 sq.m.	30 sq.m.	Computer Laboratory		10 sq.m.	10 sq.m.
Study Room/ Learning Resource Center				Circulation Area		30 sq.m.	30 sq.m.
Clinic				Career Counseling Area		5 sq.m.	5 sq.m.
Separate Restrooms for Female and Male				Clinic/Lactating Room		5 sq.m.	5 sq.m.
Library holdings must be less than five (5) titles related and for each title at least 3 copies each				Comfort Room for Special Child and Elderly		10 sq.m.	10 sq.m.
Total workshop area:			180 sq. m.	Separate restrooms for female and male		10 sq.m.	10 sq.m.
				Total workshop area:			185 sq. m.
Working Field	0.25 hectare (MOA/Rental)						

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<b>3.6 Trainer's Qualifications</b>	
<ul style="list-style-type: none"> <li>• Must be a holder of NC III</li> <li>• Must have undergone training on Training Methodology II (TM II)</li> <li>• Must be physically and mentally fit</li> <li>• *Must have at least 2-3 years job/industry experience on supervisory/managerial level</li> <li>• Must possess good communication skills</li> </ul> <p>*Optional. Only when required by the hiring institution</p>	<ul style="list-style-type: none"> <li>• Must be a holder of National TVET Trainer Certificate (NTTC) Level I in Caregiving (Elderly) NC II</li> <li>• Must be a graduate of any allied health courses or Bachelor's Degree</li> <li>• Must possess good communication skills</li> <li>• Must have at least two (2) years industry experience for the last five (5) years</li> </ul>
<b>3.7 Institutional Assessment</b>	
<p>Institutional assessment is undertaken by trainees to determine their achievement of units of competency. A certificate of achievement is issued for each unit of competency.</p>	<p>Institutional Assessment is gathering of evidences to determine the achievements of the requirements of the qualification to enable the trainer make judgement whether the trainee is competent or not competent.</p>
<b>SECTION 4 Assessment and Certification Arrangements</b>	
<p>4.1 To attain the National Qualification of Caregiving NC II, the candidate must demonstrate competence through project-type assessment covering all units listed in Section 1. The successful candidate shall be awarded a National Certificate signed by the TESDA Director General.</p> <p>4.2 The qualification of Caregiving NC II may be attained through -</p> <p>4.2.1 Accumulation of Certificates of Competency (COCs) in the following areas -</p> <p>4.2.1.1 Providing care and support for infants, toddlers and children</p> <ul style="list-style-type: none"> <li>• Provide care and support to infants/toddlers</li> <li>• Provide care and support to children</li> <li>• Foster social, intellectual, creative and emotional development of children</li> <li>• Foster the physical development of children</li> <li>• Maintain healthy and safe environment</li> <li>• Respond to emergency</li> <li>• Clean living room, dining room, bedrooms, toilet and bathroom</li> <li>• Wash and iron clothes, linen and fabric</li> <li>• Prepare hot and cold meals</li> </ul>	<p>Competency Assessment is the process of collecting evidence and making judgments whether competency has been achieved. The purpose of assessment is to confirm that an individual can perform to the standards expected at the workplace as expressed in relevant competency standards.</p> <p>The assessment process is based on evidence or information gathered to prove achievement of competencies. The process may be applied to a full qualification or employable unit(s) of competency in partial fulfillment of the requirements of the national qualification.</p> <p><b>4.1 NATIONAL ASSESSMENT AND CERTIFICATION ARRANGEMENTS</b></p> <p>4.1.1 To attain the national qualification of <b>CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II</b>, the candidate must demonstrate competence in all units listed in Section 1. Successful candidates shall be awarded a National Certificate signed by the TESDA Director General.</p> <p>4.1.2 A Certificate of Competency (COC) is issued by the Authority to individuals who were assessed as competent in cluster of related units of competency, namely:</p> <p><b>COC1 Provide care and support for children with special needs</b></p> <ul style="list-style-type: none"> <li>• Participate in the implementation and monitoring of client's care plan</li> </ul>

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<p>4.2.1.2 Providing care and support for the elderly and people with special needs.</p> <ul style="list-style-type: none"> <li>• Provide care and support to elderly</li> <li>• Provide care and support to people with special needs</li> <li>• Maintain healthy and safe environment</li> <li>• Respond to emergency</li> <li>• Clean living room, dining room, bedrooms, toilet and bathroom</li> <li>• Wash and iron clothes, linen and fabric</li> <li>• Prepare hot and cold meals</li> </ul> <p>4.2.2 Demonstration of competency through project-type assessment covering all required units of qualification</p> <p>4.3 Assessment shall focus on the core units of competency. The basic and common units shall be integrated or assessed concurrently with the core units.</p> <p>4.4 The following are qualified to apply for assessment and certification:</p> <p>4.4.1 Graduates of formal, non-formal and informal institutions including enterprise-based training programs</p> <p>4.4.2 Experienced workers (wage employed or self employed)</p> <p>4.5 Reassessment is allowed only after one month from the date of assessment. Reassessment for a National Certificate shall be done only on the task/s that the candidate did not successfully achieve.</p> <p>4.6 A candidate who fails the assessment for two (2) consecutive times will be required to go through a refresher course before taking another assessment.</p> <p>4.7 Only certified individuals in this Qualification may be nominated by the industry sector for accreditation as competency assessor.</p> <p>4.8 Only accredited competency assessors are allowed to conduct competency assessment, however trainers who are accredited competency assessors are not allowed to assess their trainees.</p>	<ul style="list-style-type: none"> <li>• Provide assistance and support on environmental and biopsychosocial needs of clients</li> <li>• Develop the ability to recognize healthy body systems and apply medical terminologies</li> <li>• Provide care and support to activities of daily living (ADL) of clients</li> <li>• Provide assistance in administering prescribed medications to clients</li> <li>• Provide assistance with client's technical care needs</li> <li>• Respond to emergency situations</li> <li>• Provide immediate care and support to children with special needs</li> </ul> <p><b>COC 2 Provide care and support for adults and elderly with special needs</b></p> <ul style="list-style-type: none"> <li>• Participate in the implementation and monitoring of client's care plan</li> <li>• Provide assistance and support on environmental and biopsychosocial needs of clients</li> <li>• Develop the ability to recognize healthy body systems and apply medical terminologies</li> <li>• Provide care and support to activities of daily living (ADL) of clients</li> <li>• Provide assistance in administering prescribed medications to clients</li> <li>• Provide assistance with client's technical care needs</li> <li>• Respond to emergency situations</li> <li>• Provide immediate care and support to adults and elderly with special needs</li> </ul> <p>Upon accumulation and submission of all the COCs acquired, an individual shall be issued the corresponding National Certificate for the Qualification.</p> <p>4.1.3 Assessment shall cover all competencies with basic and common integrated or assessed concurrently with the core units of competency.</p> <p>4.1.4 Any of the following are qualified to undergo assessment and certification:</p> <p>4.1.4.1 Graduates of WTR-registered program, NTR-registered programs or formal/non-formal/informal including</p>

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<p>4.9 Assessment of competence must be undertaken only in the TESDA accredited assessment center. The performance of assessment (demonstration of competence), however, may be done in any venue or workplace duly designated by an accredited assessment center.</p> <p>4.10 The guidelines on assessment and certification are discussed in detail in the Procedures Manual on Assessment and Certification.</p>	<p>enterprise-based trainings related to CAREGIVING (CLIENTS WITH SPECIAL NEEDS) NC II.</p> <p>4.1.4.2 Experienced workers (wage employed or self-employed) who gained competencies in providing caregiving services for at least one (1) year within the last five (5) years.</p> <p>4.1.5 <b>Recognition of Prior Learning (RPL).</b> Candidates who have gained competencies through education, informal training, previous work or life experiences with at least three (3) years of caregiving experience within the last five (5) years may apply for recognition in this Qualification through Portfolio Assessment.</p> <p>Requirements and implementation procedure of Portfolio Assessment must be consistent with TESDA Circular No. 47, series of 2018 on <i><b>Implementing Guidelines on the Implementation of Portfolio Assessment Leading to Recognition of Prior Learning (RPL) within the TESDA Assessment and Certification System.</b></i></p> <p>4.1.6 Holders of National Certificate (NC) or Certificates of Competency (COC) in Caregiving Services NC II are required to undergo re-assessment under the amended Training Regulations (TRs), upon expiration of their Certificates.</p> <p>4.1.7 The guidelines on assessment and certification are discussed in detail in the "Procedures Manual on Assessment and Certification" and "Guidelines on the Implementation of the "Philippine TVET Competency Assessment and Certification System (PTCACS)".</p> <p><b>4.2 COMPETENCY ASSESSMENT REQUISITE</b></p> <p>4.2.1 Self-Assessment Guide. The self-assessment guide (SAG) is accomplished by the candidate prior to actual competency assessment. SAG is a pre-assessment tool to help the candidate and</p>



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	<p>the assessor determine what evidence is available, where gaps exist, including readiness for assessment.</p> <p>This document can:</p> <ul style="list-style-type: none"> <li>a. Identify the candidate's skills and Knowledge</li> <li>b. Highlight gaps in candidate's skills and knowledge</li> <li>c. Provide critical guidance to the assessor and candidate on the evidence that need to be presented</li> <li>d. Assist the candidate to identify key areas in which practice is needed or additional information or skills that should be gained prior</li> </ul> <p>4.2.2 <b>Accredited Assessment Center.</b> Only Assessment Center accredited by TESDA is authorized to conduct competency assessment. Assessment centers undergo a quality assured procedure for accreditation before they are authorized by TESDA to manage the assessment for National Certification.</p> <p>4.2.3 <b>Accredited Competency Assessor.</b> Only accredited competency assessor is authorized to conduct assessment of competence. Competency assessors undergo a quality assured system of accreditation procedure before they are authorized by TESDA to assess the competencies of candidates for National Certification.</p>