



Model Curriculum

QP Name: Kshara Karma Technician

QP Code: HSS/Q3602

QP Version: 1.0

NSQF Level: 4

Model Curriculum Version: 1.0

Healthcare Sector Skill Council || Healthcare Sector Skill Council, 520, DLF Tower A, 5th Floor, Jasola
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Contents

Training Parameters.....	3
Program Overview	4
Training Outcomes.....	4
Compulsory Modules	4
Module Details.....	8
Module 1: Introduction to AYUSH healthcare systems	8
Module 2: Ayurvedic diet (Ahara) and concepts	9
Module 3: Common Ayurvedic medical terminologies	10
Module 4: Basic structure and function of human body (Rachana Sharir and Kriya Sharir)	11
Module 5: Introduction to Shalya Tantra.....	12
Module 6: Role and Responsibilities of Kshara Karma technician.....	13
Module 7: The process of Kshara Karma	14
Module 8: Post Kshara Karma Therapy care.....	15
Module 9: Nirjantukarana / Sterilizing equipment.....	16
Module 10: Introduction to Pratisaraneeya Kshara and Ksharasutra.....	17
Module 11: Safety, emergency medical response and first aid.....	18
Module 12: Infection control policies and procedures.....	19
Module 13: Bio-medical waste management	20
Module 14: Basic computer knowledge	21
Module 15: Documentation, inventory management and retrieval	22
Module 16: Soft skills and communication.....	23
Annexure.....	25
Trainer Requirements	25
Assessor Requirements.....	26
Assessment Strategy.....	27

Training Parameters

Sector	Healthcare
Sub-Sector	AYUSH
Occupation	Ayurveda Therapy
Country	India
NSQF Level	4
Aligned to NCO/ISCO/ISIC Code	NCO-2015/NIL
Minimum Educational Qualification and Experience	12th Pass
Pre-Requisite License or Training	Not Applicable
Minimum Job Entry Age	18 Years
Last Reviewed On	
Next Review Date	
NSQC Approval Date	
QP Version	1.0
Model Curriculum Creation Date	
Model Curriculum Valid Up to Date	
Model Curriculum Version	1.0
Minimum Duration of the Course	1200 Hrs.
Maximum Duration of the Course	1200 Hrs.

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner will be able to:

- Demonstrate expertise while performing key role and responsibilities of Kshara Karma technician.
- Apply basic concepts and fundamental principles related to Kshara Karma.
- Demonstrate the skills required for carrying out variety of works including arrangement of equipment's, instruments, drugs and providing support to patient before, during and after the procedure.
- Maintain Kshara Karma unit.
- Perform routine patient care activities.
- Check and record the vital parameters to assess the physical state of patient before, during and after procedure.
- Maintain a safe, healthy, and secure working environment.
- Follow biomedical waste disposal and infection control policies and procedures in the healthcare organization.
- Maintain interpersonal relationships with co-workers, patients, and their family members.

Compulsory Modules

The table lists the modules, their duration and mode of delivery.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
Bridge Modules	08:00	20:00	10:00	00:00	38:00
Module 1 Introduction to AYUSH healthcare systems	04:00	08:00	00:00	00:00	12:00
Module 2 Ayurvedic diet (Ahara) and concepts	04:00	12:00	10:00	00:00	26:00
HSS/N3606: Preparing and positioning the patient for Kshara Karma procedure as instructed by Ayurveda surgeon NOS Version No. 1.0 NSQF level 4	10:00	16:00	00:00	00:00	26:00
Module 3 Common Ayurvedic	10:00	16:00	00:00	00:00	26:00

terminologies					
HSS/N3606: Preparing and positioning the patient for Kshara Karma procedure as instructed by Ayurveda surgeon NOS Version No. 1.0 NSQF level 4	120:00	180:00	40:00	00:00	340:00
Module 4 Basic structure and function of human body (Rachana Sharir and Kriya Sharir)	20:00	40:00	00:00	00:00	60:00
Module 5 Introduction to Shalya Tantra	60:00	80:00	20:00	00:00	160:00
Module 6 Roles and Responsibilities of Kshara Karma technicians	40:00	60:00	20:00	00:00	120:00
HSS/N3607: Assist the Ayurveda surgeon during Kshara Karma procedure NOS Version No. 1.0 NSQF level 4	60:00	80:00	20:00	00:00	160:00
Module 7 The process of Kshara Karma	60:00	80:00	20:00	00:00	160:00
HSS/N3605: Carry out post Kshara Karma procedure NOS Version No. 1.0 NSQF level 4	70:00	108:00	52:00	00:00	230:00
Module 8 Post Kshara Karma Therapy Care	46:00	60:00	20:00	00:00	126:00
Module 9 Nirjantukarana / Sterilizing equipments	24:00	48:00	32:00	00:00	104:00
HSS/N3604: Provide assistance to Ayurveda surgeon for preparing Pratisaraneeya Kshara and Ksharasutra	56:00	76:00	32:00	00:00	164:00

NOS Version No. 1.0 NSQF level 4					
Module 10 Process Pratisaraneeya Kshara and Ksharasutra	56:00	76:00	32:00	00:00	164:00
HSS/N9617- Maintain a safe, healthy, and secure working environment NOS Version No. 1.0 NSQF level 4	08:00	12:00	08:00	00:00	28:00
Module 11 Safety, emergency medical response and first aid	08:00	12:00	08:00	00:00	28:00
HSS/N9618- Follow infection control policies and procedures including biomedical waste disposal protocols NOS Version No. 1.0 NSQF level 4	24:00	48:00	28:00	00:00	100:00
Module 12 Infection control policies and procedures	12:00	28:00	20:00	00:00	60:00
Module 13 Bio-medical waste management	12:00	20:00	08:00	00:00	40:00
Bridge Module	08:00	12:00	00:00	00:00	20:00
Module 14 Basic computer knowledge	08:00	12:00	00:00		20:00
HSS/N3605: Carry out post Kshara Karma procedure NOS Version No. 1.0 NSQF level 4	16:00	20:00	12:00	00:00	48:00
Module 15 Documentation, inventory management and retrieval	16:00	20:00	12:00		48:00
	10:00	28:00	08:00	00:00	46:00

Bridge Module					
Module 16 Soft skills and communication	10:00	28:00	08:00		46:00
Total Duration	390:00	600:00	210:00	00:00	1200:00

Module Details

Module 1: Introduction to AYUSH healthcare systems

Mapped to Bridge Module

Terminal Outcomes:

- Describe the basic structure and function of AYUSH healthcare delivery systems.

Duration: 04:00	Duration: 08:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe the AYUSH healthcare delivery system in India at primary, secondary, tertiary level. Distinguish between private, public, and non-profit AYUSH healthcare delivery systems. Discuss in detail about Ayurveda healthcare setup and services involved. List the levels of services and professionals involved at an Ayurveda healthcare facility. 	<ul style="list-style-type: none"> Prepare a note on the basic structure and function of AYUSH healthcare delivery system in India.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Visit to Healthcare facilities for field assignment	

Module 2: Ayurvedic diet (Ahara) and concepts

Mapped to Bridge Module

Terminal Outcomes:

- Explain the importance Ayurvedic diet (Ahara) as per health and disorders

Duration: 04:00	Duration: 12:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the importance of Ahara in health and disorders. • Explain the importance of Hita Evam Ahita Ahara based on Doshika Prakriti. • Explain about Dinacharya Avam Ahara, Ahara and Vihara in relation to Kshara Karma Procedure. 	<ul style="list-style-type: none"> • Prepare a sample diet plan based on the recommended food items as per Ritucharya.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Case studies	

Module 3: Common Ayurvedic terminologies

Mapped to HSS/N3606, V1.0

Terminal Outcomes:

- Use common medical terminologies related to Ayurveda

Duration: 10:00	Duration: 16:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Describe the common terminologies used in Ayurveda. • Recognize basic vocabulary for parts of the human body and common ailments in Sanskrit language. 	<ul style="list-style-type: none"> • Prepare a chart on the Ayurvedic medical terminologies and their use. • Use the Sanskrit names for parts of the human body and common ailments while communicating with other Ayurveda healthcare professionals and patients.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
NA	

Module 4: Basic structure and function of human body (Rachana Sharir and Kriya Sharir)

Mapped to HSS/N3606, V1.0

Terminal Outcomes:

- Describe the basic structure and functions of the human body.

Duration: 20:00	Duration: 40:00
<p>Theory – Key Learning Outcomes</p> <ul style="list-style-type: none"> Explain the concept of Rachana Sharira and Kriya Sharira. Describe the types of Sharira. Discuss in detail about divisions of Sharira. Explain the concept of applied anatomy, physiology, and surgical pathology of common surgical conditions. Explain about Shat Kriyakala in the pathogenesis of surgical diseases. Describe Sira, Dhamani, Snayu, Nadi, and Kandara. Explain the analysis of srotas according to Charak and Sushrut. Explain the anatomy and physiology of various organs of the human body - Mahasrotas, Kostha, Hridya (Heart), Kloma, Phuphus (Lungs) Yakrit, Pliha, Unduk, Vrikka (Kidney), Nabhi, Dimba, Bast, etc. Describe functional study of Dhatu, Oja, Gyanedriya, Mana, Buddhi, etc. Explain about Shadangatwam of Sharira. 	<p>Practical – Key Learning Outcomes</p> <ul style="list-style-type: none"> Prepare a model of human body parts depicting different anatomical parts using waste material. Prepare a chart of body parts depicting physiological process of human body system.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
3D models of human body and accessory organs, model human skeletal system, organ specimen.	

Module 5: Introduction to Shalya Tantra

Mapped to HSS/N3607, V1.0

Terminal Outcomes:

- Describe Shalya Karmagara and its utilities.
- Discuss the uses of Yantra and Shastra used in Shalya Karmagara.

Duration: 60:00	Duration: 80:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain about Shalya Tantra. • Describe about scope and importance of Shalya Tantra. • Discuss about design and functionality of Shalya Karmagara. • Explain about maintaining Shalya Tantra. • Enlist various Yantra and Shastra in Shalya Tantra. • Discuss about dos and don'ts in Shalya Karmagara during Asta vidha Shastra Karma, Trividha Karma, Poorva, Pradhan and Pashchat Karma. 	<ul style="list-style-type: none"> • Prepare a model of Shalya Karmagara. • Prepare a chart on the type of Yantra and Shastra used in Shalya Karmagara.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Round body needles Stainless Steel Instrument Drum – 20/15/12 inches Probes, Artery forceps, Mosquito forceps, Sponge holding forceps, Biopsy forceps, Plain forceps, Tooted forceps, Needle holding forceps, Allis tissue forceps, Metzenbaum scissors, Mayo Scissors, Cheatle forceps. Kidney tray (S.S)	

Module 6: Roles and Responsibilities of Kshara Karma technician

Mapped to HSS/N3606, V1.0

Terminal Outcomes:

- Describe roles and responsibilities of Kshara Karma technician.

Duration: 40:00	Duration: 60:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain role and responsibilities of Kshara Karma technician. Explain the process of preparing a patient for the procedure. List the documents/patient details required for a Kshara karma procedure. Summarize the do's and don'ts related to functions of Kshara Karma technician. Explain the process of checking and recording patient's vital parameters. 	<ul style="list-style-type: none"> Prepare a sample set of documents for a Kshara Karma patient. Demonstrate the procedure of checking measuring and recording vital parameters. Demonstrate the procedure of part preparation on a manikin. Prepare a chart depicting process of sample part preparation for Kshara Karma. Prepare a preoperative SOP checklist for Kshara Karma. Prepare a postoperative SOP checklist for Kshara Karma.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Sample formats for record keeping, Pre OP SOP, Razor, Cotton, Kidney Tray, Bandage, Manikin, Water, Thermometer, BP Apparatus, Pulse Oximeter, Sphygmomanometer, Scale, Inch Tape, Patient Examination table with lithotomy, Footstep, Spot light, Revolving stool, Instrument trolley	

Module 7: The process of Kshara Karma

Mapped to: HSS/N3607, V1.0

Terminal Outcomes:

- Describe the types of kshara, their uses and the ways to prepare them.
- Prepare distinct types of Kshara.
- Describe the medicines, equipment and consumables required for Kshara Karma.
- Describe dos and don'ts before and after Kshara Karma.
- Demonstrate standard protocols for Poorva, Pradhan and Pashchat Karma.

Duration: 60:00	Duration: 80:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain Kshara Karma and its types. • List the various types of Kshara and their uses. • Describe the process of preparing Kshara such as Kshara Varti, Kshara Pichu. • Explain Sangyahan (Anaesthesia). • List the medicines, consumables and equipment required for Kshara Karma. • Discuss the indications and contraindications of Kshara Karma. • Explain the functions and processes of maintaining instruments and equipment used in Kshara Karma unit. • Describe the SOP for Poorva, Pradhan and Pashchat Karma in Kshara Karma. • Discuss the complications that may develop during Kshara Karma. • Explain Vrana bandhan techniques used in Kshara Karma. • Discuss the precautions to be taken during Kshara Karma. 	<ul style="list-style-type: none"> • Prepare Kshara based on the type of application (internal and external), and based on the strength (mild, moderate, and strong). • Demonstrate the ways to position a patient during the procedure. • Show how to handle patients while transferring them from gurney to operating table and back to the gurney.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Round body needles Stainless Steel Instrument Drum – 20/15/12 inches, Proctoscope, Probes, Artery forceps, Mosquito forceps, Sponge holding forceps, Biopsy forceps, Plain forceps, Tooted forceps, Needle holding forceps, Allis tissue forceps, Metzenbaum scissors, Mayo Scissors, Cheatle forceps. Kidney tray (S.S), Steel Bowl	

Module 8: Post Kshara Karma Therapy care

Mapped to: HSS/N3605, V1.0

Terminal Outcomes:

- Describe list of measures to be taken by the patient post therapy
- Carry out post therapy activities to make unit ready for next procedure

Duration: 46:00	Duration: 60:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Summarize the post-operative care required by Kshara karma patients and dos and don'ts to be followed. • Discuss the importance of post-operative follow up with ayurvedic surgeon. • Describe the process of maintaining online and offline appointments of patients. • Explain the importance of maintaining self-hygiene and daily dressing for patient. • Describe the steps of maintaining a Kshara Karma unit and preparing it for a new session. 	<ul style="list-style-type: none"> • Demonstrate the use of effective communication skills and technical knowledge in guiding patient about the dos and don'ts after a Kshara Karma procedure. • Prepare a unit for next Kshara Karma procedure. • Demonstrate the ways of inspecting equipment in a Kshara Karma procedure room.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Comb, brush, napkin, models on do's and don'ts of after therapy, mirror	

Module 9: Nirjantukarana / Sterilizing equipment

Mapped to: HSS/N3607, V1.0

Terminal Outcomes:

- Explain the methods of sterilizing and disinfecting a Kshara Karma unit.
- Sterilize and disinfect surfaces, equipment, and materials.

Duration: 24:00	Duration: 48:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Distinguish between sterilization and disinfection. • Classify materials available in Kshara Karma unit which needs sterilization or disinfections such as dressing drums, proctoscope, bed pan etc. into critical, non-critical and semi-critical. • Discuss the indications and selection criteria for instruments and material for sterilization and disinfection. • Classify disinfectants based on consistency, spectrum of activity and mechanism of action. • Discuss the process of checking the efficacy of sterilization or disinfection performed. 	<ul style="list-style-type: none"> • Create flow charts of different methods of sterilization. • Create flow charts of different methods of disinfection. • Demonstrate the disinfection process of surfaces, equipment, and materials. • Demonstrate the sterilization of medical equipment and tools using physical and chemical methods. • Demonstrate the disinfection of surfaces, equipment, and materials.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Disinfectants, Autoclave, Sterilizer, HAZMAT kit	

Module 10: Process of Pratisaraneeya Kshara and Ksharasutra

Mapped to: HSS/N3604, V1.0

Terminal Outcomes:

- Describe Pratisaraneeya Kshara and Ksharasutra process

Duration: 56:00	Duration: 76:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the concepts of Pratisaraneeya Kshara and Ksharasutra. • Discuss medicaments, and equipment/instruments required for the preparation of Pratisaraneeya Kshara. • Explain the process of cleaning and sterilization Kshara and Ksharasutra. • Describe the process of keeping crude medicine safe from dust, insects, termites, heat, fire, moisture, etc. 	<ul style="list-style-type: none"> • Demonstrate the process of cleaning and sterilizing Kshara. • Demonstrate the process of cleaning and sterilizing Ksharasutra. • Demonstrate the process of keeping materials required for preparation of Ksharasutra safe from environmental factors and agents causing deterioration of the same.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Kshara sutra Making kit (Ksharasutra Stretching Hangers, Hanger Support Rack for coating, Hanger Storage Rack and Ksharasutra Drying Cabinet), Proctoscope, Probes, Artery forceps, Mosquito forceps, Sponge holding forceps, Biopsy forceps, Plain forceps, Tooted forceps, Needle holding forceps, Allis tissue forceps, Metzenbaum scissors, Mayo Scissors, Cheatle forceps. Kidney tray (S.S), Steel Bowl, Sinus forceps, Anal dilators, Self-retaining tri bladed anal retractor Instrument tray with lid – 12 X 12/12 X 10/10 X 08/08 X 06, Torch, Drip Stand, Suction machine Instrument, Refrigerator, Oxygen cylinder, inhalation mask	

Module 11: Safety, emergency medical response and first aid

Mapped to: HSS/N9617, V1.0

Terminal Outcomes:

- Perform basic life support or basic first aid in medical emergency situations, as and when required.
- Respond to institutional emergencies appropriately.

Duration: 08:00	Duration: 12:00
<p>Theory – Key Learning Outcomes</p> <ul style="list-style-type: none"> • Explain the basics of first aid. • List the precautions to be taken for personal safety. • Discuss how to perform basic life support (BLS) as and when required. • Explain the use of protective devices such as restraints and safety devices. • Identify precautions to be taken for self- safety. • List the hospital emergency codes. • Explain about disaster management techniques to deal with institutional emergencies. • List the common emergencies which could happen in telehealth facility. • Discuss about the escalation matrix for referral and management of common emergencies. 	<p>Practical – Key Learning Outcomes</p> <ul style="list-style-type: none"> • Demonstrate usage of hospital emergency codes and basic first aid in a mock drill depicting an institutional emergency. • Demonstrate Cardio-Pulmonary Resuscitation (CPR) on manikin. • Design a dummy portable and segregable first aid kit as per requirements. • Create a chart depicting different types of protective devices such as restraints and safety devices. • Create a flow chart depicting common emergency situations and its referral mechanism.
<p>Classroom Aids:</p> <p>Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster</p>	
<p>Tools, Equipment and Other Requirements</p> <p>Crash cart trolley, first aid box, CPR Nursing Manikin, Ambu Bag with Mask Adult, Torch, physical restraints, Fire extinguisher</p>	

Module 12: Infection control policies and procedures

Mapped to: HSS/N9618, V1.0

Terminal Outcomes:

- Develop techniques of self-hygiene.
- Apply infection control policies and procedures during daily activities.

Duration: 12:00	Duration: 28:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain the concept of healthy living. • Describe the importance of infection control and prevention. • List strategies for preventing transmission of pathogenic organisms. • Describe the nosocomial infections. • Explain the importance of incident reporting. • Explain the concept of immunization. • Describe the hand-hygiene guidelines and procedures used in healthcare-settings. • Explain the importance of using Personal Protective Equipment (PPE). • List the types of PPE. • Describe the process of wearing and removing each of the PPE. • Explain various vaccinations against common infectious diseases. 	<ul style="list-style-type: none"> • Prepare a chart on type of Nosocomial Infections and ways to prevent. • Demonstrate the steps of spill management. • Create a sample toolkit for HAZMAT • Demonstrate the procedures of hand hygiene using soap and water. • Demonstrate the procedures of hand hygiene using hand sanitizer. • Demonstrate wearing, removing, and discarding of PPE.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Hypochlorite solution, chlorhexidine, alcohol swab. Apron, lab coat, gloves, mask, cap, shoes, safety goggles and spectacles, towels, cotton, isopropyl alcohol, Disposable cartridge and syringes, Spill Kit	

Module 13: Bio-medical waste management

Mapped to: HSS/N9618, V1.0

Terminal Outcomes:

- Dispose different types of biomedical waste in appropriate colour coded bins/containers.
- Apply local guidelines of biomedical waste disposal system during daily activities.

Duration: 12:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Categorize the different types of biomedical waste. • Explain the importance and mechanism of proper and safe disposal, transportation, and treatment of bio-medical waste. • Identify the various types of colour coded bins/containers used for disposal of biomedical waste. • Explain the importance of following local guidelines of biomedical waste disposal. 	<ul style="list-style-type: none"> • Segregate the biomedical waste applying the local guidelines. • Create a chart depicting different types of biomedical waste and various types of color coded bins/containers used for disposal of biomedical waste. • Prepare a report on the observations from field assignment about the structure of transportation and treatment of bio-medical waste.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Different coded color bins, chart for color coding of bins Visit to biomedical waste treatment plant for field assignment	

Module 14: Basic computer knowledge

Bridge Module

Terminal Outcomes:

- Demonstrate the use of computers and internet operations.

Duration: 08:00	Duration: 12:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Identify various parts of computer system. • Discuss the foundation concept of operating systems and their functions. • Discuss the utilities and basic operations of the latest version of software. 	<ul style="list-style-type: none"> • Identify the main parts a computer. • Demonstrate to access internet and relevant portals/sites. • Demonstrate basics of computer use and application. • Prepare reports/documents using word processing software and spreadsheets.
Classroom Aids:	
Charts, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Computer with internet facility and latest version of software	

Module 15: Documentation, inventory management and retrieval

Mapped to: HSS/N3605, V1.0

Terminal Outcomes:

- Demonstrate technical skills of creating, updating and retrieval of the medical records.

Duration: 16:00	Duration: 20:00
<p>Theory – Key Learning Outcomes</p> <ul style="list-style-type: none"> • Define the role and responsibilities of the Kshara Karma Technician in reporting and documentation. • Discuss about the condemnation guidelines for equipment or logistics which are outdated or in non-working condition. • Explain the steps of reviewing the medical records as per the organization protocol. • Describe the uses of the Hospital Information System (HIS) for maintaining longevity of the records and prompt retrieval of patient's medical information. • Describe Standard Operating Procedure (SOPs) regarding storage, retrieval and disposal of medical records keeping its security and confidentiality. • Explain the purpose of obtaining written consent of authorized officer before sharing any patient related information to others. 	<p>Practical – Key Learning Outcomes</p> <ul style="list-style-type: none"> • Demonstrate the process of recording sample patient information in the Hospital Information System (HIS).
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Sample formats of reports and hospital documents	

Module 16: Soft skills and communication

Bridge Module

Terminal Outcomes:

- Communicate effectively with co-workers.
- Organize and prioritize work to complete assignments on time.
- Adhere to organizational code of conduct while handling conflicts.

Duration: 10:00	Duration: 28:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the importance of effective communication with patients, relatives, and colleagues without using jargons and colloquial terms. • Describe the attributes of a team player. • Explain patient-centric approach and its significance. • Discuss about confidentiality and privacy practices related to patient’s information. • Discuss the importance of teamwork. • Explain work ethics in the healthcare set up. • Discuss the importance of following rules and policies of organization. 	<ul style="list-style-type: none"> • Demonstrate in a role play about appropriate body language & etiquettes to be followed at workplace. • Prepare a schedule aligning your daily activities to support your goals. • Demonstrate problem solving and decision-making skills in different situations. • Demonstrate managing telephonic queries from beginning to end professionally.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Case studies and demonstrative videos on teamwork, group dynamics	

Mandatory Duration: 200:00

Module Name: On-the-Job Training

Location: On Site

Terminal Outcomes

- Demonstrate activities to be performed by Kshara Karma Technician at Shalya Tantra unit.
- Demonstrate to provide support to ayurvedic surgeon during the Kshara Karma.
- Demonstrate to arrange pre and post procedure requirements of Kshara Karma, Pratisaraneeya Kshara and Ksharasutra
- Carry out variety of works including arrangement of equipment's, instruments, drugs and provide support to patient before, during and after the procedure.
- Carry out maintenance of the Kshara Karma unit.
- Perform sterilization and disinfection process of equipment's used in Kshara Karma unit
- Perform routine patient care activities during the Kshara Karma procedure.
- Check and record the vital parameters to assess the physical state of patient during procedure.
- Check the medicines, equipment's, and instruments for the preparation of Kshara and Kshara Sutra.
- Demonstrate to check and record vital parameters of the patient.
- Demonstrate the procedure for record keeping, storage and retrieval.
- Demonstrate strong interpersonal skills, emotional intelligence, and self-awareness.
- Demonstrate basic first aid procedure: use of different types of splints, different ways of bandaging procedure, simple wounds dressing, basic first aid in burn and insect bite (including snake bite) and the process of referring them.
- Demonstrate the process of avoiding needle stick injury.
- Demonstrate the process of donning and doffing of Personal Protective Equipment (PPE).
- Demonstrate handling of biomedical waste from its segregation in different coloured dustbin as per the local biomedical waste management protocol to record entry of inventory of materials purchase for waste disposal.

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
M.S (Ay) degree in Shalya Tantra		1	Experience working in advanced Ayurveda healthcare set up	1		

Trainer Certification	
Domain Certification	Platform Certification
Certified for Job Role: “Kshara Karma Technician” mapped to QP: “HSS/Q3602 v1.0” with minimum score of 80%.	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q2601” with minimum score of 80%.

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
M.S (Ay) degree in Shalya Tantra		2	Experience working in advanced Ayurveda healthcare set up	1		

Assessor Certification	
Domain Certification	Platform Certification
Certified for Job Role: “Kshara Karma Technician” mapped to QP: “HSS/Q3602 v1.0” with minimum score of 80%.	Recommended that the Assessor is certified for the Job Role: “Assessor”, mapped to the Qualification Pack: “MEP/Q2701” with minimum score of 80%.

Assessment Strategy

The emphasis is on 'learning-by-doing' and practical demonstration of skills and knowledge based on the performance criteria. Accordingly, assessment criteria for each job role is set and made available in qualification pack.

The assessment papers for both theory and practical would be developed by Subject Matter Experts (SME) hired by Healthcare Sector Skill Council or with the HSSC accredited Assessment Agency as per the assessment criteria mentioned in the Qualification Pack. The assessments papers would also be checked for the various outcome-based parameters such as quality, time taken, precision, tools and equipment requirement etc.

Each NOS in the Qualification Pack (QP) is assigned a relative weightage for assessment based on the criticality of the NOS. Therein each Element/Performance Criteria in the NOS is assigned marks on relative importance, criticality of function and training infrastructure.

The following tools would be used for final assessment:

1. Practical Assessment: This comprises of a creation of mock environment in the skill lab which is equipped with all equipment required for the qualification pack.

Candidate's soft skills, communication, aptitude, safety consciousness, quality consciousness etc. is ascertained by observation and marked in observation checklist. The outcome is measured against the specified dimensions and standards to gauge the level of their skill achievements.

2. Viva/Structured Interview: This tool is used to assess the conceptual understanding and the behavioral aspects about the job role and the specific task at hand. It also includes questions on safety, quality, environment, and equipment etc.

3. On-Job Training: OJT would be evaluated based on standard logbook capturing departments worked on, key observations of learner, feedback and remarks of supervisor or mentor.

4. Written Test: Question paper consisting of 100 MCQs (Hard:40, Medium:30 and Easy: 30) with questions from each element of each NOS. The written assessment paper is comprised of following types of questions:

- i. True / False Statements
- ii. Multiple Choice Questions
- iii. Matching Type Questions.
- iv. Fill in the blanks
- v. Scenario based Questions
- vi. Identification Questions

QA Regarding Assessors:

Assessors are selected as per the "eligibility criteria" laid down by HSSC for assessing each job role. The assessors selected by Assessment Agencies are scrutinized and made to undergo training and introduction to HSSC Assessment Framework, competency-based assessments, assessors guide etc. HSSC conducts "Training of Assessors" program from time to time for each job role and sensitize

assessors regarding assessment process and strategy which is outlined on following mandatory parameters:

- 1) Guidance regarding NSQF
- 2) Qualification Pack Structure
- 3) Guidance for the assessor to conduct theory, practical and viva assessments
- 4) Guidance for trainees to be given by assessor before the start of the assessments.
- 5) Guidance on assessments process, practical brief with steps of operations practical observation checklist and mark sheet
- 6) Viva guidance for uniformity and consistency across the batch.
- 7) Mock assessments
- 8) Sample question paper and practical demonstration