

Operation Theater Technician Syllabus

Operation Theater Technician Theory Practical & Viva	
National Occupational Standards (NOS)	Performance Criteria (PC)
HSS/ N 2601: Prepare and maintain operation theater	PC1. Select and wear appropriate theatre clothing in the operating theatre complex
	PC2. Clean all surfaces and equipment
	PC3. Liaise with relevant staff to confirm equipment requirement
	PC4. Check theatre list and maintain and designate re- stocked supplies as required in consultation with relevant staff
	PC5. Assemble equipment and check to ensure that it is complete, clean and correctly functioning
	PC6. Maintain a safe working area at all times and use correct manual handling techniques
	PC7. Transport and transfer patients safely from bed/trolley to theatre table
	PC8. Provide assistance during the prepping stage of patient
	PC9. Follow all instructions from relevant staff during theatre procedures
	PC10. Transport blood, pathology specimens and other items necessary using standard precautions, to support the theatre team
	PC11. Remove, clean and store equipment correctly at conclusion of procedure
	PC12. Collect bed and other relevant equipment and transport patient from theatre to recovery room
HSS/ N2602: Maintain equipment support in an acute care environment	PC1. Consult with relevant operating team members and reference material to determine equipment required
	PC2. Use basic knowledge of surgical procedures to assist and identify the needs of operating teams
	PC3. Locate relevant equipment and check to ensure that it is complete, clean and ready for use
	PC4. Position equipment in accordance with set up procedures
	PC5. Notify basic equipment faults to appropriate staff according to organization policy and procedure
	PC6. Clean and store equipment safely
HSS/ N 2603: Identify and move to maintain a sterile field	PC1. Wear proper attire correctly and ensure that it conforms with hospital and enterprise policy and procedures
	PC2. Follow standard infection control guidelines to reduce risk of infection
	PC3. Move and carry out activities that are consistent with duties being performed
	PC4. Conform with aseptic principles when moving around a sterile field
HSS/ N 2605 Manage and maintain theater equipment	PC1. Identify equipment and equipment consumables required for each theatre case, referencing with the operating theatre team, operating list and surgeon preferences
	PC2. Set up equipment and consumables, correctly position and check in accordance with organization policy and procedures and manufacturer's specifications
	PC3. Assemble, connect and test components as required
	PC4. Re-position equipment during theatre procedures as required

	PC5. Document the use of theatre equipment if required
	PC6. Withdraw from use and replace equipment if considered not safe for use Identify minor equipment problems
	PC7. Correct minor equipment problems are corrected
	PC8. Ensure equipment is referred to a maintenance specialist for appropriate maintenance
	PC9. Maintain maintenance log book as required by organization policy and procedure
	PC10. Schedule equipment for maintenance according to the needs of the operating theatre
	PC11. Maintain communication with relevant operating theatre staff in relation to equipment maintenance
	PC12. Follow shut-down procedures in accordance with manufacturer's recommendations
	PC13. Correctly assemble and disassemble equipment as required
	PC14. Clean equipment in accordance with organization policy and procedures
	PC15. Safely store equipment in accordance with manufacturer's recommendations
	PC16. Provide instruction on equipment operation to individual members of the theatre team as required by supervisor
	PC17. Provide in-service training on basic equipment operation as required
	PC18. Participate as required in team evaluations of equipment being considered for potential purchase
	PC19. Assess equipment from a theatre technician's perspective
	PC20. Provide advice to the team evaluation as required
HSS/ N 2606: Prepare patient for operative procedures	PC1. Use personal protective equipment correctly
	PC2. Prepare patients as required
	PC3. Safely detach equipment when no longer required with minimum risk of damage to patient, staff or equipment
	PC4. Safely store equipment in accordance with manufacturer's recommendations, or prepare ready for re-use
	PC5. Follow established procedures if equipment is found to be faulty
	PC6. Identify correct operating table and table orientation before patient is transferred
	PC7. Inform relevant personnel of actions to be performed
	PC8. Detach equipment not required
	PC9. Safely and correctly adjust equipment attached to patient during transfer
	PC10. Maintain a safe working area and clear passage at all times and follow correct manual handling procedures
	PC11. Minimize patient discomfort
	PC12. Re-connect and position equipment once transfer is completed
	PC13. Maintain patient's dignity before, during and after transfer
	PC14. Inform patient of positioning procedure, reassure and seek co-operation as required
	PC15. Ensure relevant equipment is available and correctly positioned
	PC16. Take into account individual patient needs and confirm with relevant personnel

	PC17. Protect patient from injury during positioning procedures
	PC18. Follow correct manual handling procedures and seek assistance if required
	PC19. Safely position patient to meet the requirements of the anesthetist and surgeon
	PC20. Seek confirmation of correct position from anesthetist and surgeon
	PC21. Hold patient in correct position as required by anesthetist and surgeon
	PC22. Maintain patient's dignity
HSS/ N 2607 Provide intra-operative equipment and technical support	PC1. Observe equipment to ensure correct operation
	PC2. Switch on warning devices and ensure that it is registering that the equipment is safe
	PC3. Ensure gas, electrical, vacuum supplies are adequate for procedure at hand and/or back-up supply is available
	PC4. Observe equipment whilst in use and, if a fault develops, take immediate action to avoid danger to patients, staff and equipment
	PC5. Follow established procedures to rectify faulty equipment
	PC6. Use personal protective equipment
	PC7. Select appropriate patient attachments and ensure equipment is attached safely and securely to appropriate sites
	PC8. Re-position patient attachments during theatre procedures as required
	PC9. Safely detach patient attachments when no longer required with minimum risk of damage to patient, staff or equipment
	PC10. Provide counter-traction during orthopedic and plastic procedures and manipulations as directed
	PC11. Select correct irrigation for operative procedure under the guidance of the surgical medical staff in correct sequence as required
	PC12. Check irrigation type, sterile integrity and expiry date
	PC13. Connect irrigation to sterile giving set using correct aseptic techniques
	PC14. Change irrigation using aseptic techniques
	PC15. Communicate the volume, type and number of irrigation bags to scout nurse
	PC16. Dispose of used bags/giving sets according to organizational policy and procedures
	PC17. Turn on/off surgical equipment under the guidance of medical staff and within manufacturers guidelines
	PC18. Connect surgical equipment to electrical, vacuum, gas supply as required, and in accordance with standard operating procedures
	PC19. Adjust surgical equipment settings to suit the surgical medical staff and in consultation with anesthetic medical staff as required and within manufacturers guidelines
	PC20. Communicate readings to surgical/anesthetic medical staff as required
	PC21. Communicate alarms/warnings, abnormal readings and equipment usage times to medical staff as required
	PC22. Use aseptic techniques to pass sterile equipment/lines from the surgical team and connect to surgical equipment
	PC23. Disconnect/reconnect surgical equipment, move and adjust during medical emergencies, repositioning of patient and/or change of surgical procedure under the guidance of medical and nursing staff
HSS/ N 2608: Assist anesthetist in handling	PC1. Prepare emergency kit to handle areas outside OT Room
	PC2. Ensure that written policies must be in place to ensure necessary personnel,

emergencies outside of OT Room	equipment, and procedures to handle medical and other emergencies that may arise in connection with services provided
	PC3. Ensure observation and monitoring of the patients condition is sufficient to identify emergencies as soon as they occur
	PC4. Ensure any signs or symptoms of a clinical emergency is identified correctly and reported to the appropriate clinician
	PC5. Ensure the priorities for the patients care are identified promptly and accurately and appropriate action is taken immediately
	PC6. Ensure the patients vital functions are maintained pending attendance of medical staff and during interventions
	PC7. Ensure the relevant items of equipment are obtained promptly, prepared correctly for use and made available to the appropriate clinician
	PC8. Go along with Anesthesia Kit
	PC9. Assist in intervention pain management, nerve management
	HSS/ N 2609: Manage hazardous waste
PC2. Provide technical assistance and support	
PC3. Collect and dispose chemical hazardous waste	
PC4. Properly identify, segregate, handle, label, and store waste	
PC5. Ensure that all waste packaging, handling, and storage containers are free from contamination and physical hazards prior to removal from the work area	
PC6. Segregate waste streams for proper waste disposal	
HSS/ N 9608: Follow radiation safety guidelines	PC1. Confirm sources of radiation and likely type of exposure for all individuals within the work area
	PC2. Apply appropriate assessment methodology suitable for source, type of exposure, dose, level of risk and the recipients' exposure time
	PC3. Confirm that all required procedures and associated safety measures are compliant with current and relevant legislation requirements
	PC4. Determine and assess the appropriateness of the projected radiation dose over a suitable period of time for an individual or key staff and other personnel
	PC5. Record the results of the assessment accurately and in correct format, referencing any monitoring measurements taken to accepted published values to indicate conformance within accepted safety guidance limits for the procedures undertaken within the work practice
	PC6. Communicate and provide information, advice and guidance effectively in the appropriate medium to meet the individuals needs and preferences
	PC7. Report actual and potential risks from radiation, in context, to other healthcare professionals and where appropriate seek assistance and advice
	PC8. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, policies and protocols
	PC9. Confirm that all required procedures and associated safety measures are current and compliant with relevant legislation
	PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols
8. HSS/ N 9610 (Follow infection control policies and procedures)	PC1. Perform the standard precautions to prevent the spread of infection in accordance with organization requirements
	PC2. Perform the additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection
	PC3. Minimize contamination of materials, equipment and instruments by aerosols and splatter
	PC4. Identify infection risks and implement an appropriate response within own role and responsibility

	PC5. Document and report activities and tasks that put patients and/or other workers at risk
	PC6. Respond appropriately to situations that pose an infection risk in accordance with the policies and procedures of the organization
	PC7. Follow procedures for risk control and risk containment for specific risks
	PC8. Follow protocols for care following exposure to blood or other body fluids as required
	PC9. Place appropriate signs when and where appropriate
	PC10. Remove spills in accordance with the policies and procedures of the organization
	PC11. Maintain hand hygiene by washing hands before and after patient contact and/or after any activity likely to cause contamination
	PC12. Follow hand washing procedures
	PC13. Implement hand care procedures
	PC14. Cover cuts and abrasions with water-proof dressings and change as necessary
	PC15. Wear personal protective clothing and equipment that complies with Indian Standards, and is appropriate for the intended use
	PC16. Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact
	PC17. Demarcate and maintain clean and contaminated zones in all aspects of health care work
	PC18. Confine records, materials and medicaments to a well-designated clean zone
	PC19. Confine contaminated instruments and equipment to a well-designated contaminated zone
	PC20. Wear appropriate personal protective clothing and equipment in accordance with occupational health and safety policies and procedures when handling waste
	PC21. Separate waste at the point where it has been generated and dispose of into waste containers that are color coded and identified
	PC22. Store clinical or related waste in an area that is accessible only to authorized persons
	PC23. Handle, package, label, store, transport and dispose of waste appropriately to minimize potential for contact with the waste and to reduce the risk to the environment from accidental release
	PC24. Dispose of waste safely in accordance with policies and procedures of the organization and legislative requirements
	PC25. Wear personal protective clothing and equipment during cleaning procedures
	PC26. Remove all dust, dirt and physical debris from work surfaces
	PC27. Clean all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled
	PC28. Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilization protocols
	PC29. Dry all work surfaces before and after use
	PC30. Replace surface covers where applicable
	PC31. Maintain and store cleaning equipment
Soft Skill Practical	
National Occupational Standards (NOS)	Performance Criteria (PC)

HSS/ N 9603 (Act within the limits of one's competence and authority)	PC1. Adhere to legislation, protocols and guidelines relevant to one's role and field of practice
	PC2. Work within organizational systems and requirements as appropriate to one's role
	PC3. Recognize the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority
	PC4. Maintain competence within one's role and field of practice
	PC5. Use relevant research based protocols and guidelines as evidence to inform one's practice
	PC6. Promote and demonstrate good practice as an individual and as a team member at all times
	PC7. Identify and manage potential and actual risks to the quality and safety of practice
	PC8. Evaluate and reflect on the quality of one's work and make continuing improvements
HSS/ N 9602 (Ensure availability of medical and diagnostic supplies)	PC1. Maintain adequate supplies of medical and diagnostic supplies
	PC2. Arrive at actual demand as accurately as possible
	PC3. Anticipate future demand based on internal, external and other contributing factors as accurately as possible
	PC4. Handle situations of stock-outs or unavailability of stocks without compromising health needs of patients/ individuals
	PC1. Clearly establish, agree, and record the work requirements
HSS/ N 9605: Manage work to meet requirement	PC2. Utilize time effectively
	PC3. Ensure his/her work meets the agreed requirements
	PC4. Treat confidential information correctly
	PC5. Work in line with the organization's procedures and policies and within the limits of his/her job role
HSS/ N 9604 (Work effectively with others)	PC1. Communicate with other people clearly and effectively
	PC2. Integrate one's work with other people's work effectively
	PC3. Pass on essential information to other people on timely basis
	PC4. Work in a way that shows respect for other people
	PC5. Carry out any commitments made to other people
	PC6. Reason out the failure to fulfill commitment
	PC7. Identify any problems with team members and other people and take the initiative to solve these problems
	PC8. Follow the organization's policies and procedures
HSS/ N 9606 (Maintain a safe, healthy, and secure working environment)	PC1. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements
	PC2. Comply with health, safety and security procedures for the workplace
	PC3. Report any identified breaches in health, safety, and security procedures to the designated person
	PC4. Identify potential hazards and breaches of safe work practices
	PC5. Correct any hazards that individual can deal with safely, competently and within the limits of authority
	PC6. Promptly and accurately report the hazards that individual is not allowed to deal with, to the relevant person and warn other people who may get affected
	PC7. Follow the organization's emergency procedures promptly, calmly, and efficiently

	PC8. Identify and recommend opportunities for improving health, safety, and security to the designated person
	PC9. Complete any health and safety records legibly and accurately
HSS/ N 9609 (Follow biomedical waste disposal protocols)	PC1. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type
	PC2. Apply appropriate health and safety measures and standard precautions for infection prevention and control and personal protective equipment relevant to the type and category of waste
	PC3. Segregate the waste material from work areas in line with current legislation and organizational requirements
	PC4. Segregation should happen at source with proper containment, by using different color coded bins for different categories of waste
	PC5. Check the accuracy of the labeling that identifies the type and content of waste
	PC6. Confirm suitability of containers for any required course of action appropriate to the type of waste disposal
	PC7. Check the waste has undergone the required processes to make it safe for transport and disposal
	PC8. Transport the waste to the disposal site, taking into consideration its associated risks
	PC9. Report and deal with spillages and contamination in accordance with current legislation and procedures
	PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols
HSS/ N 9611: Monitor and assure quality	PC1. Conduct appropriate research and analysis
	PC2. Evaluate potential solutions thoroughly
	PC3. Participate in education programs which include current techniques, technology and trends pertaining to the dental industry
	PC4. Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly
	PC5. Report any identified breaches in health, safety, and security procedures to the designated person
	PC6. Identify and correct any hazards that he/she can deal with safely, competently and within the limits of his/her authority
	PC7. Promptly and accurately report any hazards that he/she is not allowed to deal with to the relevant person and warn other people who may be affected
National Occupational Standards (NOS)	PC8. Follow the organization's emergency procedures promptly, calmly, and efficiently
	PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person
	PC10. Complete any health and safety records legibly and accurately

Operation Theater Technician Theory

National Occupational Standards (NOS)	Performance Criteria (PC)
HSS/ N 2601: Prepare and maintain operation theater	PC1. Select and wear appropriate theatre clothing in the operating theatre complex
	PC2. Clean all surfaces and equipment
	PC3. Liaise with relevant staff to confirm equipment requirement
	PC4. Check theatre list and maintain and designate re-stocked supplies as required in consultation with relevant staff

	PC5. Assemble equipment and check to ensure that it is complete, clean and correctly functioning
	PC6. Maintain a safe working area at all times and use correct manual handling techniques
	PC7. Transport and transfer patient safely from bed/trolley to theatre table
	PC8. Provide assistance during the prepping stage of patient
	PC9. Follow all instructions from relevant staff during theatre procedures
	PC10. Transport blood, pathology specimens and other items necessary using standard precautions, to support the theatre team
	PC11. Remove, clean and store equipment correctly at conclusion of procedure
	PC12. Collect bed and other relevant equipment and transport patient from theatre to recovery room
2.HSS/ N 0202: Prepare the patient and the room for the procedure	PC1. Consult with relevant operating team members and reference material to determine equipment required
	PC2. Use basic knowledge of surgical procedures to assist and identify the needs of operating teams
	PC3. Locate relevant equipment and check to ensure that it is complete, clean and ready for use
	PC4. Position equipment in accordance with set up procedures
	PC5. Notify basic equipment faults to appropriate staff according to organization policy and procedure
	PC6. Clean and store equipment safely
HSS/ N 2603: Identify and move to maintain a sterile field	PC1. Wear proper attire correctly and ensure that it conforms with hospital and enterprise policy and procedures
	PC2. Follow standard infection control guidelines to reduce risk of infection
	PC3. Move and carry out activities that are consistent with duties being performed
	PC4. Conform with aseptic principles when moving around a sterile field
HSS/ N 2605 Manage and maintain theater equipment	PC1. Identify equipment and equipment consumables required for each theatre case, referencing with the operating theatre team, operating list and surgeon preferences
	PC2. Set up equipment and consumables, correctly position and check in accordance with organization policy and procedures and manufacturer's specifications
	PC3. Assemble, connect and test components as required
	PC4. Re-position equipment during theatre procedures as required
	PC5. Document the use of theatre equipment if required
	PC6. Withdraw from use and replace equipment if considered not safe for use Identify minor equipment problems
	PC7. Correct minor equipment problems are corrected
	PC8. Ensure equipment is referred to a maintenance specialist for appropriate maintenance
	PC9. Maintain maintenance log book as required by organization policy and procedure
	PC10. Schedule equipment for maintenance according to the needs of the operating theatre
	PC11. Maintain communication with relevant operating theatre staff in relation to equipment maintenance
	PC12. Follow shut-down procedures in accordance with manufacturer's recommendations
	PC13. Correctly assemble and disassemble equipment as required

	PC14. Clean equipment in accordance with organization policy and procedures	
	PC15. Safely store equipment in accordance with manufacturer's recommendations	
	PC16. Provide instruction on equipment operation to individual members of the theatre team as required by supervisor	
	PC17. Provide in-service training on basic equipment operation as required	
	PC18. Participate as required in team evaluations of equipment being considered for potential purchase	
	PC19. Assess equipment from a theatre technician's perspective	
	PC20. Provide advice to the team evaluation as required	
HSS/ N 2606: Prepare patient for operative procedures	PC1. Use personal protective equipment correctly	
	PC2. Prepare patients as required	
	PC3. Safely detach equipment when no longer required with minimum risk of damage to patient, staff or equipment	
	PC4. Safely store equipment in accordance with manufacturer's recommendations, or prepare ready for re-use	
	PC5. Follow established procedures if equipment is found to be faulty	
	PC6. Identify correct operating table and table orientation before patient is transferred	
	PC7. Inform relevant personnel of actions to be performed	
	PC8. Detach equipment not required	
	PC9. Safely and correctly adjust equipment attached to patient during transfer	
	PC10. Maintain a safe working area and clear passage at all times and follow correct manual handling procedures	
	PC11. Minimize patient discomfort	
	PC12. Re-connect and position equipment once transfer is completed	
	PC13. Maintain patient's dignity before, during and after transfer	
	PC14. Inform patient of positioning procedure, reassure and seek co-operation as required	
	PC15. Ensure relevant equipment is available and correctly positioned	
	PC16. Take into account individual patient needs and confirm with relevant personnel	
	PC17. Protect patient from injury during positioning procedures	
	PC18. Follow correct manual handling procedures and seek assistance if required	
	PC19. Safely position patient to meet the requirements of the anesthetist and surgeon	
	PC20. Seek confirmation of correct position from anesthetist and surgeon	
	PC21. Hold patient in correct position as required by anesthetist and surgeon	
	HSS/ N 2607 Provide intra-operative equipment and technical support	PC1. Observe equipment to ensure correct operation
		PC2. Switch on warning devices and ensure that it is registering that the equipment is safe
		PC3. Ensure gas, electrical, vacuum supplies are adequate for procedure at hand and/or back-up supply is available
PC4. Observe equipment whilst in use and, if a fault develops, take immediate action to avoid danger to patients, staff and equipment		
PC5. Follow established procedures to rectify faulty equipment		

	PC6. Use personal protective equipment
	PC7. Select appropriate patient attachments and ensure equipment is attached safely and securely to appropriate sites
	PC8. Re-position patient attachments during theatre procedures as required
	PC9. Safely detach patient attachments when no longer required with minimum risk of damage to patient, staff or equipment
	PC10. Provide counter-traction during orthopedic and plastic procedures and manipulations as directed
	PC11. Select correct irrigation for operative procedure under the guidance of the surgical medical staff in correct sequence as required
	PC12. Check irrigation type, sterile integrity and expiry date
	PC13. Connect irrigation to sterile giving set using correct aseptic techniques
	PC14. Change irrigation using aseptic techniques
	PC15. Communicate the volume, type and number of irrigation bags to scout nurse
	PC16. Dispose of used bags/giving sets according to organizational policy and procedures
	PC17. Turn on/off surgical equipment under the guidance of medical staff and within manufacturers guidelines
	PC18. Connect surgical equipment to electrical, vacuum, gas supply as required, and in accordance with standard operating procedures
	PC19. Adjust surgical equipment settings to suit the surgical medical staff and in consultation with anesthetic medical staff as required and within manufacturers guidelines
	PC20. Communicate readings to surgical/anesthetic medical staff as required
	PC21. Communicate alarms/warnings, abnormal readings and equipment usage times to medical staff as required
	PC22. Use aseptic techniques to pass sterile equipment/lines from the surgical team and connect to surgical equipment
	PC23. Disconnect/reconnect surgical equipment, move and adjust during medical emergencies, repositioning of patient and/or change of surgical procedure under the guidance of medical and nursing staff
HSS/ N 2608: Assist anesthetist in handling emergencies outside of OT Room	PC1. Prepare emergency kit to handle areas outside OT Room
	PC2. Ensure that written policies must be in place to ensure necessary personnel, equipment, and procedures to handle medical and other emergencies that may arise in connection with services provided
	PC3. Ensure observation and monitoring of the patients condition is sufficient to identify emergencies as soon as they occur
	PC4. Ensure any signs or symptoms of a clinical emergency is identified correctly and reported to the appropriate clinician
	PC5. Ensure the priorities for the patients care are identified promptly and accurately and appropriate action is taken immediately
	PC6. Ensure the patients vital functions are maintained pending attendance of medical staff and during interventions
	PC7. Ensure the relevant items of equipment are obtained promptly, prepared correctly for use and made available to the appropriate clinician
	PC8. Go along with Anesthesia Kit
	PC9. Assist in intervention pain management, nerve management
HSS/ N 2609: Manage hazardous	PC1. Coordinate the hazardous waste management program
	PC2. Provide technical assistance and support

waste	PC3. Collect and dispose chemical hazardous waste
	PC4. Properly identify, segregate, handle, label, and store waste
	PC5. Ensure that all waste packaging, handling, and storage containers are free from contamination and physical hazards prior to removal from the work area
	PC6. Segregate waste streams for proper waste disposal
7. HSS/N9608: Follow radiation safety guidelines	PC1. Confirm sources of radiation and likely type of exposure for all individuals within the work area
	PC2. Apply appropriate assessment methodology suitable for source, type of exposure, dose, level of risk and the recipients' exposure time
	PC3. Confirm that all required procedures and associated safety measures are compliant with current and relevant legislation requirements
	PC4. Determine and assess the appropriateness of the projected radiation dose over a suitable period of time for an individual or key staff and other personnel
	PC5. Record the results of the assessment accurately and in correct format, referencing any monitoring measurements taken to accepted published values to indicate conformance within accepted safety guidance limits for the procedures undertaken within the work practice
	PC6. Communicate and provide information, advice and guidance effectively in the appropriate medium to meet the individuals needs and preferences
	PC7. Report actual and potential risks from radiation, in context, to other healthcare professionals and where appropriate seek assistance and advice
	PC8. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, policies and protocols
	PC9. Confirm that all required procedures and associated safety measures are current and compliant with relevant legislation
	PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols
8. HSS/N9610 (Follow infection control policies and procedures)	PC1. Perform the standard precautions to prevent the spread of infection in accordance with organization requirements
	PC2. Perform the additional precautions when standard precautions alone may not be sufficient to prevent transmission of infection
	PC3. Minimize contamination of materials, equipment and instruments by aerosols and splatter
	PC4. Identify infection risks and implement an appropriate response within own role and responsibility
	PC5. Document and report activities and tasks that put patients and/or other workers at risk
	PC6. Respond appropriately to situations that pose an infection risk in accordance with the policies and procedures of the organization
	PC7. Follow procedures for risk control and risk containment for specific risks
	PC8. Follow protocols for care following exposure to blood or other body fluids as required
	PC9. Place appropriate signs when and where appropriate
	PC10. Remove spills in accordance with the policies and procedures of the organization
	PC11. Maintain hand hygiene by washing hands before and after patient contact and/or after any activity likely to cause contamination
	PC12. Follow hand washing procedures
	PC13. Implement hand care procedures

	PC14. Cover cuts and abrasions with water-proof dressings and change as necessary
	PC15. Wear personal protective clothing and equipment that complies with Indian Standards, and is appropriate for the intended use
	PC16. Change protective clothing and gowns/aprons daily, more frequently if soiled and where appropriate, after each patient contact
	PC17. Demarcate and maintain clean and contaminated zones in all aspects of health care work
	PC18. Confine records, materials and medicaments to a well-designated clean zone
	PC19. Confine contaminated instruments and equipment to a well-designated contaminated zone
	PC20. Wear appropriate personal protective clothing and equipment in accordance with occupational health and safety policies and procedures when handling waste
	PC21. Separate waste at the point where it has been generated and dispose of into waste containers that are colour coded and identified
	PC22. Store clinical or related waste in an area that is accessible only to authorized persons
	PC23. Handle, package, label, store, transport and dispose of waste appropriately to minimize potential for contact with the waste and to reduce the risk to the environment from accidental release
	PC24. Dispose of waste safely in accordance with policies and procedures of the organization and legislative requirements
	PC25. Wear personal protective clothing and equipment during cleaning procedures
	PC26. Remove all dust, dirt and physical debris from work surfaces
	PC27. Clean all work surfaces with a neutral detergent and warm water solution before and after each session or when visibly soiled
	PC28. Decontaminate equipment requiring special processing in accordance with quality management systems to ensure full compliance with cleaning, disinfection and sterilization protocols
	PC29. Dry all work surfaces before and after use
	PC30. Replace surface covers where applicable
	PC31. Maintain and store cleaning equipment

Soft Skills and Communication Theory

National Occupational Standards (NOS)	Performance Criteria (PC)
Part 1	
1. Attitude	
HSS/N 9603 (Act within the limits of one's competence and authority)	PC1. Adhere to legislation, protocols and guidelines relevant to one's role and field of practice
	PC2. Work within organizational systems and requirements as appropriate to one's role
	PC3. Recognize the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority

	PC4. Maintain competence within one's role and field of practice
	PC5. Use relevant research based protocols and guidelines as evidence to inform one's practice
	PC6. Promote and demonstrate good practice as an individual and as a team member at all times
	PC7. Identify and manage potential and actual risks to the quality and safety of practice
	PC8. Evaluate and reflect on the quality of one's work and make continuing improvements
2. Work Management	
HSS/ N 9602 (Ensure availability of medical and diagnostic supplies)	PC1. Maintain adequate supplies of medical and diagnostic supplies
	PC2. Arrive at actual demand as accurately as possible
	PC3. Anticipate future demand based on internal, external and other contributing factors as accurately as possible
	PC4. Handle situations of stock-outs or unavailability of stocks without compromising health needs of patients/ individuals
HSS/ N 9605: Manage work to meet requirements	PC1. Clearly establish, agree, and record the work requirements
	PC2. Utilize time effectively
	PC3. Ensure his/her work meets the agreed requirements
	PC4. Treat confidential information correctly
	PC5. Work in line with the organisation's procedures and policies and within the limits of his/her job role
Part 2	
1. Team Work (Evaluate with NOS: HSS/N/0304, 0305, 0306, 0307)	
2. Safety management (Evaluate with NOS: HSS/N/0301, 0302, 0303, 0409, 9610)	
HSS/N9606 (Maintain a safe, healthy, and secure working environment)	PC1. Identify individual responsibilities in relation to maintaining workplace health safety and security requirements
	PC2. Comply with health, safety and security procedures for the workplace
	PC3. Report any identified breaches in health, safety, and security procedures to the designated person
	PC4. Identify potential hazards and breaches of safe work practices
	PC5. Correct any hazards that individual can deal with safely, competently and within the limits of authority
	PC6. Promptly and accurately report the hazards that individual is not allowed to deal with, to the relevant person and warn other people who may get affected
	PC7. Follow the organization's emergency procedures promptly, calmly, and efficiently
	PC8. Identify and recommend opportunities for improving health, safety, and security to the designated person
	PC9. Complete any health and safety records legibly and accurately
HSS/ N 9604 (Work effectively with others)	PC1. Communicate with other people clearly and effectively
	PC2. Integrate one's work with other people's work effectively
	PC3. Pass on essential information to other people on timely basis
	PC4. Work in a way that shows respect for other people

	PC5. Carry out any commitments made to other people
	PC6. Reason out the failure to fulfill commitment
	PC7. Identify any problems with team members and other people and take the initiative to solve these problems
	PC8. Follow the organization's policies and procedures
3. Waste Management (Evaluate with NOS: HSS/N/5105, 5108, 5114, 5115)	
HSS/ N 9609 (Follow biomedical waste disposal protocols)	PC1. Follow the appropriate procedures, policies and protocols for the method of collection and containment level according to the waste type
	PC2. Apply appropriate health and safety measures and standard precautions for infection prevention and control and personal protective equipment relevant to the type and category of waste
	PC3. Segregate the waste material from work areas in line with current legislation and organizational requirements
	PC4. Segregation should happen at source with proper containment, by using different color coded bins for different categories of waste
	PC5. Check the accuracy of the labeling that identifies the type and content of waste
	PC6. Confirm suitability of containers for any required course of action appropriate to the type of waste disposal
	PC7. Check the waste has undergone the required processes to make it safe for transport and disposal
	PC8. Transport the waste to the disposal site, taking into consideration its associated risks
	PC9. Report and deal with spillages and contamination in accordance with current legislation and procedures
	PC10. Maintain full, accurate and legible records of information and store in correct location in line with current legislation, guidelines, local policies and protocols
HSS/ N 9611: Monitor and assure quality	PC1. Conduct appropriate research and analysis
	PC2. Evaluate potential solutions thoroughly
	PC3. Participate in education programs which include current techniques, technology and trends pertaining to the dental industry
	PC4. Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly
	PC5. Report any identified breaches in health, safety, and security procedures to the designated person
	PC6. Identify and correct any hazards that he/she can deal with safely, competently and within the limits of his/her authority
	PC7. Promptly and accurately report any hazards that he/she is not allowed to deal with to the relevant person and warn other people who may be affected
	PC8. Follow the organization's emergency procedures promptly, calmly, and efficiently
	PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person
	PC10. Complete any health and safety records legibly and accurately
4. Quality Assurance	
HSS/ N 9611: Monitor	PC1. Conduct appropriate research and analysis

and assure quality	PC2. Evaluate potential solutions thoroughly
	PC3. Participate in education programs which include current techniques, technology and trends pertaining to the dental industry
	PC4. Read Dental hygiene, dental and medical publications related to quality consistently and thoroughly
	PC5. Report any identified breaches in health, safety, and security procedures to the designated person
	PC6. Identify and correct any hazards that he/she can deal with safely, competently and within the limits of his/her authority
	PC7. Promptly and accurately report any hazards that he/she is not allowed to deal with to the relevant person and warn other people who may be affected
	PC8. Follow the organization's emergency procedures promptly, calmly, and efficiently
	PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person
	PC10. Complete any health and safety records legibly and accurately

