QUALIFICATION FILE

Phlebotomist

☒ **Short Term Training (STT)** ☐ **Long Term Training (LTT)** ☒ **Apprenticeship**

☐ **Upskilling** ☐ **Dual/Flexi Qualification** ☒ **For ToT** ☒ **For ToA**

☒**General** ☐ **Multi-skill (MS)** ☐ **Cross Sectoral (CS)** ☐ **Future Skills** ☐ **OEM**

NCrF/NSQF Level: 4

Submitted By:

Healthcare Sector Skill Council

Office No. 520-521, 5th Floor, DLF Tower A, Jasola, New Delhi - 110025, India

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Section 1: Basic Details

1	Qualification Name	Phlebotomist	
2	Sector/s	Healthcare	
3	**Type of Qualification:** ☐ New ☒ **Revised** ☐ Has **Electives/Options** ☐OEM	**NQR Code & version of existing/previous qualification: 2021/HLT/HSSC/04107**	**Qualification Name of existing/previous version: Phlebotomist**
4	a. OEM Name b. Qualification Name (*Wherever applicable*)		
5	**National Qualification Register (NQR) Code &Version** (*Will be issued after NSQC approval*)	**QG-04-HE-00661-2023-V1.1-HSSC, 1.0**	**6. NCrF/NSQF Level:** *4*
7	**Award (Certificate/Diploma/Advance Diploma/ Any Other** (*Wherever applicable specify multiple entry/exits also & provide details in annexure*)	Skill Certificate	
8	**Brief Description of the Qualification**	A Phlebotomist draws blood samples from patients for laboratory testing and analysis and also guides patients in collection of other type of samples like urine, stool, sputum, etc. This may be done at the laboratory, collection centre, or at the client site. The incumbent also ensures availability and suitability of supplies to be used in the process. The person is also responsible for other activities such as labelling, record keeping and other related documentation	

Row 9:

9	**Eligibility Criteria for Entry for Student/Trainee/Learner/Employee**

a. Entry Qualification & Relevant Experience:

S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)
1	12th Grade Pass with Science	
	or	
2	Completed 2nd year of the 3-year regular diploma after 10th	
	Or	
3	10th Grade Pass with	2 years relevant experience
	Or	
4	11th Frade pass with	1 year relevant experience
	or	
5	Previous relevant Qualification of NSQF Level 3.5 and with	1.5 year relevant experience
	Or	
6	Previous relevant qualification of NSQF Level 3 with	3 years of relevant experience

b. Age: 18 years

1	**Credits Assigned to this Qualification, Subject to**	30	**11. Common Cost Norm Category (I/II/III)** (*wherever applicable*):

	Assessment *(as per National Credit Framework (NCrF))*			Category II		
1	**Any Licensing requirements for Undertaking Training on This Qualification** *(wherever applicable)*	Not Applicable				

<table>
<tr><td>1</td><td>Training Duration by Modes of Training Delivery <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i></td><td colspan="6">☒Offline ☐Online ☐Blended</td></tr>
<tr><td></td><td></td><td>Training Delivery Modes</td><td>Theory (Hours)</td><td>Practical (Hours)</td><td>OJT Mandatory (Hours)</td><td>OJT Recommended (Hours)</td><td>Total (Hours)</td></tr>
<tr><td></td><td></td><td>Classroom (offline)</td><td>270</td><td>360</td><td>270</td><td>NA</td><td>900</td></tr>
<tr><td></td><td></td><td>Online</td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td colspan="6"><i>(Refer Blended Learning Annexure for details)</i></td></tr>
</table>

1	**Aligned to NCO/ISCO Code/s** *(if no code is available mention the same)*	NCO-2015/3212.0601
1	**Progression path after attaining the qualification** *(Please show Professional and Academic progression)*	Progression will be possible in both academic as well as professional area as: Progression to Diploma/Degree qualifications in the relevant field after training. (NCAHP)"
1	**Other Indian languages in which the Qualification & Model Curriculum are being submitted**	**Hindi**
1	**Is similar Qualification(s) available on NQR-if yes, justification for this qualification**	☐ Yes ☒ No URLs of similar Qualifications:
1	**Is the Job Role Amenable to Persons with Disability**	☐ Yes ☒ No **If "Yes", specify applicable type of Disability:**
1	**How Participation of Women will be Encouraged**	Healthcare is a field where equal opportunity and participation of women is being given as patients could belong to all genders.
2	**Are Greening/ Environment Sustainability Aspects Covered** *(Specify the NOS/Module which covers it)*	☒ Yes ☐ No
2	**Is Qualification Suitable to be Offered in Schools/Colleges**	**Schools** ☐ Yes ☒ No **Colleges** ☒ Yes ☐ No
2	**Name and Contact Details of Submitting / Awarding Body SPOC** *(In case of CS or MS, provide details of both Lead AB & Supporting ABs)*	**Name: Mr. Ashish Jain** **Email: ashish.jain@healthcare-ssc.in** **Contact No.: 011-40505850,011 41017346** **Website: www.healthcare-ssc.in**
2	**Final Approval Date by NSQC:** *29/01/2021*	**24. Validity Duration: 3 years** **25. Next Review Date : 29/01/2024**

Section 2: Module Summary

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

Th.-*Theory*   ***Pr.***-*Practical*   ***OJT***-*On the Job* ***Man.***-*Mandatory*   *Training*   ***Rec.***-*Recommended*   ***Proj.***-*Project*

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
1.	Perform pre-procedural activities of sample collection	HSS/N0510	Core	4	6.5	60	75	60	00	195	53	70	26	25	174	10
2.	Perform procedural activities of sample collection	HSS/N0511	Core	4	5	35	40	75	00	150	83	80	42	60	265	20
3.	Perform post- procedural activities of sample collection	HSS/N0512	Core	4	3	30	30	30	00	90	56	80	33	10	179	10
4.	Follow etiquette for site visits	HSS/N9619	Core	4	2.5	20	40	15	00	75	65	40	27	45	177	10
5.	Maintain a professional behavior with colleagues, patients, and others	HSS/N9615	Core	4	1	05	10	15	00	30	13	0	0	0	13	10
6.	Maintain professional and medico-legal conduct	HSS/N9616	Core	4	1	05	10	15	00	30	19	0	0	0	19	10
7.	Maintain a safe, healthy and secure environment	HSS/N9617	Non-Core	4	1	05	10	15	00	30	20	0	9	30	59	10
8.	Follow infection control policies & procedures including biomedical waste disposal protocols	HSS/N9618	Non-Core	4	2.5	15	45	15	00	75	21	0	13	30	64	10
9.	Bridge Module				5.5	35	100	30	00	165	0	0	0	0	0	0
10.	Employability Skills (60 Hours)	DGT/VSQ/N0102, Version 1.0	Non-Core	3	2	60	00	0	0	60	20	30	0	0	50	10

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
Duration (in Hours) / Total Marks					30	450	600	450	0	1500	350	300	150	200	1000	100

Elective NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
1.																
2.																
Duration (in Hours) / Total Marks																

Optional NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
1.																
2.																
Duration (in Hours) / Total Marks																

Assessment - Minimum Qualifying Percentage
*Please specify **any one** of the following:*

Minimum Pass Percentage – Aggregate at qualification level: 70% *(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)*

Minimum Pass Percentage – NOS/Module-wise: ___% *(Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)*

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Section 3: Training Related

1.	**Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	*MD/DNB (Pathology/Microbiology/Laboratory Medicine/Biochemistry)* With 1 year of working experience in Pathology Lab is mandatory Or Medical Graduate (MBBS) with 3 years of relevant industry experience from which 2 year of working experience in Pathology Lab is mandatory. Or *Ph.D in (Medical biochemistry/Medical Microbiology/ Nursing) with 2 years of relevant industry experience from which 1 year of working experience in Pathology lab or Phlebotomy unit is mandatory* Or *M.Sc. (Nursing) with 3 years of relevant industry experience from which 2 year of working experience in Pathology lab or Phlebotomy unit is mandatory* Or *Graduate (M.Sc./B.Sc in Medical biochemistry/ Medical Microbiology/ B.Sc. (Nursing)/ Post Basic Bsc Nursing/ Bsc MLT) with 5 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory* Or *Diploma GNM (General Nursing Midwifery/ Medical Laboratory Technician) with 7 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory*
2.	**Master Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	*MD/DNB (Pathology/Microbiology/Laboratory Medicine/Biochemistry)* With 2 year of working experience in Pathology Lab is mandatory Or Medical Graduate (MBBS) with 4 years of relevant industry experience in Pathology Lab is mandatory with 1 year of teaching experience Or *Ph.D in (Medical biochemistry/Medical Microbiology/ Nursing) with 3 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory with 1 year of teaching experience* Or *M.Sc. (Nursing) with 4 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory with 1 year of teaching experience* Or *Graduate (M.Sc./B.Sc in Medical biochemistry/ Medical Microbiology/ B.Sc. (Nursing)/ Post Basic Bsc Nursing/ Bsc MLT) with 6 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory with 1 year of teaching experience* Or *Diploma GNM (General Nursing Midwifery/ Medical Laboratory Technician) with 8 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory with 1 year of teaching experience*
3.	**Tools and Equipment Required for Training**	☒Yes ☐No *(If "Yes", details to be provided in Annexure)*
4.	**In Case of Revised Qualification, Details of Any Upskilling Required for Trainer**	

<div align="center">Section 4: Assessment Related</div>

1.	**Assessor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	*MD/DNB (Pathology/Microbiology/Laboratory Medicine/Biochemistry) With 2* year of working experience in Pathology Lab is mandatory and 1 year of teaching/assessment experience Or Medical Graduate (MBBS) with 4 years of relevant industry experience and 1 year of teaching/assessment experience . Or *Ph.D in (Medical biochemistry/Medical Microbiology/ Nursing) with 3 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 1 year of teaching/assessment experience *Or* *M.Sc. (Nursing) with 4 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 1 year of teaching/assessment experience *Or* *Graduate (M.Sc./B.Sc in Medical biochemistry/ Medical Microbiology/ B.Sc. (Nursing)/ Post Basic Bsc Nursing/ Bsc MLT) with 6 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 1 year of teaching/assessment experience *Or* *Diploma GNM (General Nursing Midwifery/ Medical Laboratory Technician) with 8 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 1 year of teaching/assessment experience
2.	**Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	**Diploma/Graduate**
3.	**Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	*MD/DNB (Pathology/Microbiology/Laboratory Medicine/Biochemistry) With 2* year of working experience in Pathology Lab is mandatory and 2 year of teaching/assessment experience Or Medical Graduate (MBBS) with 4 years of relevant industry experience and 2 year of teaching/assessment experience . Or *Ph.D in (Medical biochemistry/Medical Microbiology/ Nursing) with 3 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 2 year of teaching/assessment experience *Or* *M.Sc. (Nursing) with 4 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 2 year of teaching/assessment experience *Or* *Graduate (M.Sc./B.Sc in Medical biochemistry/ Medical Microbiology/ B.Sc. (Nursing)/ Post Basic Bsc Nursing/ Bsc MLT) with 6 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 2 year of teaching/assessment experience *Or* *Diploma GNM (General Nursing Midwifery/ Medical Laboratory Technician) with 8 years of relevant industry experience in Pathology lab or Phlebotomy unit is mandatory and* 2 year of teaching/assessment experience

4.	**Assessment Mode** *(Specify the assessment mode)*	Blended (Theory: Online, Practical and Viva: Blended)
5.	**Tools and Equipment Required for Assessment**	☒ Same as for training ☐ Yes ☐ No *(details to be provided in Annexure-if it is different for Assessment)*

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	**Latest Skill Gap Study (not older than 2 years) (Yes/No):** Yes
2.	**Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):** No
3.	**Government /Industry initiatives/ requirement (Yes/No):**
4.	**Number of Industry validation provided:**
5.	**Estimated nos. of persons to be trained and employed:**
6.	**Evidence of Concurrence/Consultation with Line Ministry/State Departments:** *Yes* If "No", why:

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	**Annexure:** NCrF/NSQF level justification based on NCrF level/NSQF descriptors *(Mandatory)*	*Yes*
2.	**Annexure:** List of tools and equipment relevant for qualification *(Mandatory, except in case of online course)*	*Yes*
3.	**Annexure:** Detailed Assessment Criteria *(Mandatory)*	*Yes*
4.	**Annexure:** Assessment Strategy *(Mandatory)*	*Yes*
5.	**Annexure:** Blended Learning *(Mandatory, in case selected Mode of delivery is "Blended Learning")*	*No*
6.	**Annexure:** Multiple Entry-Exit Details *(Mandatory, in case qualification has multiple Entry-Exit)*	*No*
7.	**Annexure:** Acronym and Glossary *(Optional)*	*Yes*
8.	**Supporting Document:** Model Curriculum *(Mandatory – Public view)*	*Yes*
9.	**Supporting Document:** Career Progression *(Mandatory - Public view)*	*Yes*
10.	**Supporting Document:** Occupational Map *(Mandatory)*	*Yes*
11.	**Supporting Document:** Assessment SOP *(Mandatory)*	*Yes*
12.	**Any other document you wish to submit:**	

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	Work in familiar, predictable, routine, situation of clear choice. • identify the appropriate sample collection article as per the test request form • determine demand of diagnostic and other medical supplies accurately • ensure that adequate required materials and equipment are carried as per organizational procedures for required on-site activities • plan route for site visit and determine travel time for arriving on time at the site • address any delays, accidents or errors to ensure customer satisfaction • ensure own grooming standards are suitable to convey a professional impression on the client and as per organizational standard • identify potential hazards and breaches of safe work practices • identify and interpret various hospital codes for emergency situations	The Phlebotomist during the job works in familiar, predictable, routine, and situation of clear choice. Refer to the evidence provided in the adjacent column. Hence it falls under Level 4.	4
Professional and Technical Skills/ Expertise/ Professional Knowledge	Factual knowledge of field of knowledge or study. • basic structure and function of the body system and associated component • list of equipment required for drawing blood samples • labelling procedures and related standard practice • all safety and hygiene measures applicable to blood sample drawing • handle, transfer and store the sample safely following standard protocols • inappropriate sites for venepuncture • concept, factors and elements of body regulation	The Phlebotomist should possess the practical and factual knowledge of his field. Refer to the evidences provided in the adjacent column. Hence it falls under Level 4.	4

	• basic structure and function of the body systems and associated components • process, condition & resources required by the body to support healthy functioning • importance and procedures of urine, sputum, stool or semen collection for medical purpose • ensure stocks are replenished as per anticipated need • ensure the stocks are stored safely, securely and as per organizational standard practice protocols for sample transport • basic medical terms and principles related to phlebotomy • elements in patient reports and their purpose • importance and methods of keeping track of patient data and information • basic structure and function of the body system and associated component • body regulation including maintenance of body temperature, fluid & electrolyte balance, elimination of body wastes, maintenance of blood pressure • importance and elements of preparation before a site-visit • importance of using checklists in preparation for site-visits • importance of seeking necessary permissions before accessing and using client facilities, resources and areas • steps to ensure that client facilities are not soiled or littered, and its importance • ensure his/her work meets the agreed requirements • treat confidential information correctly • how to handle stressful or risky situations when communicating with patients and/ or other individuals • how to ensure that all information provided to individuals is from reliable sources • importance of effective working relationships and how		

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	these can contribute towards effective working relationships on a day-to-day basis • how to make efficient use of time, and to avoid things that may prevent work • how to handle stressful or risky situations when communicating with patients and/ or other individuals •how to ensure that all information provided to individuals is from reliable sources •importance of effective working relationships and how these can contribute towards effective working relationships on a day-to-day basis •how to make efficient use of time, and to avoid things that may prevent work •the limitations and scope of the role and responsibilities of self and others •the importance of working within the limits of one's competence and authority •the legislation, protocols and guidelines affecting one's work •the organizational systems and requirements relevant to one's role •the importance of individual or team compliance with legislation, protocols, and guidelines and organizational systems and requirements •the importance of personal hygiene		
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts • label the sample following standard protocols after collection • ensure stocks are replenished as per anticipated need	The Phlebotomist should have practical skills which are routine and repetitive and should use quality concepts. Refer to the evidences provided in the adjacent column.	4

	•ensure the stocks are stored safely, securely and as per organizational standard practice •ensure that adequate required materials and equipment are carried as per organizational procedures for required on-site activities •plan route for site visit and determine travel time for arriving on time at the site •address any delays, accidents or errors to ensure customer satisfaction •ensure own grooming standards are suitable to convey a professional impression on the client and as per organizational standards	Hence it falls under Level 4.	
Broad Learning Outcomes/Core Skill	Language to communicate written or oral, with required clarity • seek patient information relevant to blood drawing •provide information about the sequence of activities involved in sample collection to the patient prior to the sample collection •provide procedural information to the patient for collecting samples of urine, stool, sputum, etc. including precautions of sample collection •maintain patients record safely as per institutional protocol •communicate effectively with all individuals regardless of age, caste, gender, community or other characteristics without using terminology unfamiliar to them •maintain any records required at the end of the interaction •follow telephone etiquette while talking to client/patient	The Phlebotomist should have good communication skills both written and oral. He/ She should be able to solve basic arithmetic and algebraic principles and should have better understanding of social political and natural environment. Refer to the evidences provided in the adjacent column. Hence it falls under Level 4.	4
Responsibility	Responsibility for own work and learning. • maintain adequate supplies of medical and diagnostic supplies •transport the specimen to the laboratory in time (immediately) •ensure his/her work meets the agreed requirements •treat confidential information correctly	The Phlebotomist should know to take responsibility of own work and learning. Refer to the evidences provided in the adjacent column. Hence it falls under Level 4.	4

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Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Mask - Packet	packet	1
2	Phlebotomy Chair		1
3	Screens for Privacy		1
4	Sample Transportation Bag		1
5	CPR Manikin		1
6	Fire Extinguisher		1
7	Blood Culture Bottle		5
8	Bar Code Sticker		5
9	Labelling Sticker		5
10	Spatula Disposable		1
11	Micropore		1
12	Computer		1
13	Lab software Lab Information System		
14	Syringes & Needles All Sizes	box	1
15	Butterfly Needle	box	1
16	Isopropyl Alcohol (Surgical Spirit)	Bottle	1
17	Cotton Roll and gauze	box	1
18	Betadine / Povidone iodine solution	Bottle	1
19	All types of evacuated blood collection tubes with all sorts of additives (Lavendar,Grey,Green,Light Blue,Black,Red,Golden)	box each	1
20	Multisample Needles	needles with 2 holders	30
21	Test tube racks		5
22	Hand sanitizer	Bottle 500 ml	3
23	Stool & Urine Routine & Culture Containers / 24 hour urine containers	each	10
24	Aluminum Foil	roll	2
25	Examination Gloves	box	5
26	Microscopic slides	Box	1
27	Centrifuge		1
28	Refrigerator		1
29	Lancet and Micro collection devices	Box	1
30	Spot band Aid		5
31	Band Aid		5
32	Goggles		3
33	Tourniquet		7
34	Spillage handling kit(bag, culture vial carrying 1% hypochlorite, paper towelette)		2
35	Thrombophob gel		2
36	Swab sticks	box	5
37	Tuberculin syringe	box	2
38	Tuberculin vial - 1 TU/2 TU	box	2

39	Blotting Paper	box	2
40	Glucose powder		2
41	Sample Request form for sample collections		30
42	Needle Destroyer/Sharp Disposal Container (Puncture Proof Container)		1
43	Weighing Machine		2
44	Plastic Measuring cylinder - 1 L		2
45	Tissue paper	packet	2
46	Phlebotomy Arm - Adult with replacement skins and veins with blood concentrate		1
47	Phlebotomy Arm - Infant with replacement skins and veins with blood concentrate		1
48	Couch		1
49	Height Scale		2
50	Stop watch		2
51	B.P. Monitoring Machine		2
52	Stethoscope		2
53	Gown - PPE		2
54	Capillary tube	box	2
55	Hair Cap - Packet	packet	1
56	Different Colur Plastic Bags With Dustbins (Red)		1
57	Different Colur Plastic Bags With Dustbins (Blue)		1
58	Different Colur Plastic Bags With Dustbins (Black)		1
59	Different Colur Plastic Bags With Dustbins (Yellow)		1
60	Gauze Piece (4X4)		5
61	Shoe Cover - Packet	packet	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. AV Aids
2. Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed)
3. (all software should either be latest version or one/two version below)
4. UPS
5. Scanner cum Printer
6. Computer Tables

7. Computer Chairs
8. LCD Projector
9. White Board/Smart Board 1200mm x 900mm
10. Marker
11. Duster
12. Charts
13. Models
14. Flip Chart

Annexure: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No.	Organization	Name of Representative	Designation	City/State
1	Narayana Hrudayalaya	Dr T S Shrinath	Sr Consultant	Bangalore
2	Vidyanta Skill Institute	Jaideep Herbertt	COO	Gurgaon
3	Suguna Hospital	Dr Rekha G	Medical Superintendent	Bangalore
4	Wipro GE	Dr Kritika Nanda	strategic Initiatives Leader	Delhi
5	Bangalore Baptist Hospital	Dr Kingsly Robert	HOD Emergency Department	Bangalore
6	Sarvodaya Hospital	Ms Janet Chaudhary	Principal	Delhi
7	Agadi Hospital	Dr Anju Agadi	COO	Bangalore

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed

Applicable for revised qualifications only, data to be provided year-wise for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

1.
2.

Content availability for previous versions of qualifications:

☐ Participant Handbook   ☐ Facilitator Guide ☐ Digital Content   ☐ Qualification Handbook ☐ Any Other:

Languages in which Content is available:

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Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET "Guidelines for Blended Learning for Vocational Education, Training & Skilling" available on:
https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	☐Theory/ Lectures - Imparting theoretical and conceptual knowledge		
2	☐Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	☐Showing Practical Demonstrations to the learners		
4	☐Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	☐Tutorials/ Assignments/ Drill/ Practice		
6	☐Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

National Occupational Standards (NOS)	Element/ Assessment Criteria for outcomes	Theory	Viva	OJT	Skills Practical	Total
HSS/N0510 Perform Pre-procedural activities of sample collection	Provide and seek information and consent	18	15	10	**20**	**63**
	Prepare and maintain necessary equipment and supplies	18	10	10	30	68
	Prepare and label the samples for test, procedures and identification purposes	17		6	20	43
	Nos Total	53	25	26	70	174
HSS/N0511 Perform procedural activities of sample collection	Prepare an appropriate site for blood collection	15	15	5	20	55
	Use correct techniques for blood collection	28	15	15	20	78
	Provide information and support for special procedures	20	15	10	20	65

	Guide patients in collection of other type of samples like urine, stool, sputum, etc.	20	15	12	20	67
	Nos Total	83	60	42	80	265
HSS/N0512 Perform Post Procedural activities of sample collection	Transfer and store samples	25		15	30	70
	Update patient records	17	5	10	20	52
	Ensure restocking of supplies	14	5	8	30	57
	Nos Total	56	10	33	80	179
HSS/N9615 Maintain a professional relationship with patients, colleagues and others	Communicate and maintain professional behavior with co-workers and patients and their families	5				5
	Work with other people to meet requirements	5				5
	Establish and manage requirements, planning and organizing work, ensuring accomplishment of the requirements	3				3
	Nos Total	13	0	0	0	13
HSS/N9616 Maintain professional & medico-legal conduct	Maintain professional behavior	5				5
	Act within the limit of one's competence and authority	7				7
	Follow the code of conduct and demonstrate best practices in the field	7				7
	Nos Total	19	0	0	0	19
HSS/N9617 Maintain a safe, healthy and secure working environment	Comply the health, safety and security requirements and procedures for workplace	7	10	2		19
	Handle any hazardous situation with safely, competently and within the limits of authority	8	10	5		23
	Report any hazardous situation and breach in procedures to ensure a safe, healthy, secure working environment	5	10	2		17
	Nos Total	20	30	9	0	59
HSS/N9618 Follow biomedical waste disposal and infection control policies and procedures	Classification of the waste generated, segregation of biomedical waste, proper collection and storage of waste	5	10	3		18
	Complying with effective infection control protocols that ensures the safety of the patient(or end-user of health-related products/services)	8	10	5		23

	Maintaining personal protection and preventing the transmission of infection from person to person	8	10	5		23
	Nos Total	21	30	13	0	64
HSS/N9619 Follow etiquette for site visits	Prepare for site visits	20	20	12	20	72
	Follow visit etiquettes	45	25	15	20	105
	Nos Total	65	45	27	40	177
DGT/VSQ/N0102, V1.0, Employability Skills (60 Hours)	Introduction to Employability Skills	1			1	
	Constitutional values – Citizenship	1			1	
	Becoming a Professional in the 21st Century	2			4	
	Basic English Skills	2			3	
	Career Development & Goal Setting	1			2	
	Communication Skills	2			2	
	Diversity & Inclusion	1			2	
	Financial and Legal Literacy	2			3	
	Essential Digital Skills	3			4	
	Entrepreneurship	2			3	
	Customer Service	1			2	
	Getting ready for apprenticeship & Jobs	2			3	
	NOS Total	20	0	0	30	50
	Grand Total	350	200	150	300	1000

Annexure: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

Mention the detailed assessment strategy in the provided template.

<1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment
- SSC monitors the assessment process & records

2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified

4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding

5. Method of verification or validation:

- Surprise visit to the assessment location

6. Method for assessment documentation, archiving, and access

Phlebotomist

- Hard copies of the documents are stored

On the Job:
1. Each module will be assessed separately.
2. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
   - Videos/Photographs of Trainees during OJT
   - OJT Log Book/Portfolio
3. Assessment of each Module will ensure that the candidate is able to:
- Effective engagement with the customers
- Understand the working of various tools and equipment

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf