



EUROPASS CERTIFICATE SUPPLEMENT (*)



Republic of Estonia



1. TITLE OF THE CERTIFICATE ⁽¹⁾

Hooldusõde I kutsetase

⁽¹⁾ in the original language

2. TRANSLATED TITLE OF THE CERTIFICATE ⁽¹⁾

Nurse assistant I level

⁽¹⁾ if applicable. This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCIES

A holder of the Nurse assistant level I professional certificate:

- Knows the principles of customer service, service attitudes and the ensuing modes of behaviour to service a client in a sustainable manner for the person and the environment
- Has the skills to notice and understand a client's condition and to provide a safe service to the client, applying the rules of occupational health and safety and providing first aid in the case of accidents
- Is familiar and complies with the professional code of conduct
- Knows different manners and forms of communication and has the skills to use them in work to find the best communication level with a client in accordance with the development and communication level of the client
- Has the skills to work with clients from different cultural backgrounds and statuses and to resolve conflict situations
- Is familiar with and has the skills to use assertive behaviour
- Has the skills to notice any factors that affect the living environment of a client, based on the client's culture and habits
- Has the skills to notice any changes in the coping of a client and to involve the client in an assessment of the client's coping
- Knows the extent of a client's need for assistance and has the skills to support the client
- Knows the basic principles of physical, mental and social health and welfare; has the skills to notice any health hazards and health-promoting factors
- Is familiar with labour law and with the legislation of the Republic of Estonia that governs the activities in the profession
- Knows and complies with occupational safety requirements
- Has the skills to see a person as an integrated whole, based on his/her individuality
- Knows the conditions and procedures for the provision of social welfare services
- Is guided by the coping needs of the client and a prescribed list of services when assisting a client
- Has the skills to guide, assist and support a client in achieving an adequate standard of living, meeting the client's physical and psycho-social needs, involving a network, if necessary
- Uses activities to stimulate a client
- Is familiar with and has the skills to use the basic principles of communication, has the skills to support a client in communication with friends and relatives
- Knows the client and has the skills to monitor the client's diet; knows the basic principles of nutrition
- Has the skills to supply a client with food products, taking into account the wishes and requirements of the client, and to prepare suitable food for the client; has the skills to assist the client during eating, complying with food hygiene requirements and expiry dates of food products
- Knows potential problems associated with diet and dietary habits of different cultures
- Knows the rules of daily hygiene and safety requirements, and has the skills to perform housekeeping work, being conscious of the principles of client involvement
- Has the skills to organise cleaning and washing services and to provide assistance associated with heating

^(*) Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information available at: <http://europass.cedefop.eu.int>

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<ul style="list-style-type: none"> - Has the skills to use domestic appliances and modern housekeeping and maintenance tools in a safe manner - Knows the principles of fabric maintenance - Has the skills to organise termination of domestic pests, using modern tools - Knowing the assistance techniques during hygiene procedures, has the skills to notice a client's need for assistance in hygiene procedures and to assist the client during independent performance of hygiene procedures - Has the skills to notice the need for tidying a client's appearance, the need for beauty treatment, and is able to provide the client with information on the provision and procedure of the service - Has the skills to handle emergency situations and knows the general principles of first aid - Has the skills to notice any changes in a client's health status, to call a doctor, and to make an appointment with a doctor on the client's behalf - Has the skills to understand the instruction leaflets of medicinal products - Has the skills to notice a decrease in a client's coping ability and a need for a technical aid, and to use information on the existence and availability of technical aids - Has the skills to prepare a daily work schedule and a plan of daily activities for the client - Knows the principles of teamwork; has the skills to participate in a team as a supervisee
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4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE ⁽¹⁾
Nurse assistants are employed in home care, as well as in institutions providing welfare and health services. Common job titles: nurse assistant, caregiver, care worker
(1) If applicable

5. OFFICIAL BASIS OF THE CERTIFICATE	
<p>Name and status of the body awarding the certificate</p> <p>Tallinn Social Work Centre Registry code is 75023800 Kaupmehe 4, Tallinn 10114</p> <p>The principal area of activity of the Tallinn Social Work Centre is development of social work, based on a combination of practical work, research, training and development.</p> <p>http://www.swcenter.ee</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Estonian Qualification Authority 'Kutsekoda' Mustamäe tee 16 10617 Tallinn, Estonia Ph. +372 679 1700 Fax +372 679 1701 E-mail kutsekoda@kutsekoda.ee www.kutsekoda.ee</p> <p>The private law foundation 'Kutsekoda' (Professions Chamber) was established in 2001 in cooperation with the Estonian Government to continue the creation of the system of professions started in 1997 by the Estonian Chamber of Commerce and Industry. The objectives of the Professions Chamber include establishment and development of an integrated and organised professional qualifications system, establishment of prerequisites for achieving comparability of the qualifications of Estonian employees and acknowledgement of other countries, as well as management of the state register of professions as the authorised processor.</p>
<p>Level of the certificate (national or international)</p> <p>National Estonian professional qualifications system Level I</p>	<p>Grading scale / Pass requirements</p> <p>Attestation of the level I professional qualifications of Nurse assistant is based on documents.</p>

Access to next level of education/training Nurse assistant II	International agreements
Legal basis Professions Act (RT I 2008, 24, 156; 01.09.2008)	

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Application entry requirements (level of education or training, professional experience, in-service training, etc.) Please indicate duration if required.

Prerequisites	Duration (hours/weeks/months/years)
Professional experience	
Completion of courses in the specialty	in the extent of 4 credit points

Level of education (required/recommended): basic education

More information (including a description of the national qualifications system) available at:

www.kutsekoda.ee