

Syllabus

For the trade of

Old age care

Under CTS

2002

Designed by

Government of India

Ministry of Labour (D.G.E.&T.)

CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE

EN – Block, Sector – V, Salt Lake,

Kolkata-700091.

**List of the Trade Committee Members approved the syllabus for the trade of
“Old Age Care” under C.T.S.**

S/Shri/Smt

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21.	S. C. Podder, T.O.	CSTARI, Kolkata	Member
22.	M. K. Batabyal, T.O.	CSTARI, Kolkata	Member

GENERAL INFORMATION

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|----|--------------------------------|---|--|
| 1. | Name of the Trade | : | OLD AGE CARE |
| 2. | N.C.O. Code No. | : | |
| 3. | Duration of Craftsmen Training | : | Six Month |
| 4. | Entry Qualification | : | Passed 8th class under 10+2 system of Education. |
| 5. | Unit Strength | : | 16 Trainees |
| 6. | Space required: | | 100 Sq.mtr. |

Note:- For practical the trainees should be taken to some old age care home for practice. Wherever Necessary.

Aptitude Test to ascertain the capacity of trainees to serve the ageing should be conducted.

SYLLABUS FOR THE TRADE OF “OLD AGE CARE” UNDER CTS.

Week No.	Theory	Practical
1	<u>Introduction of the course</u> . Necessity of an old age Home & care for old age people who have none to look after or one who wishes to enjoy the isolated life.	Familiarisation with old age care.
2.	Maintenance of Registered, Record and other documents of old age care Maintenance of daily accounting	Practice on the maintenance of Registered, Record and other documents of old age care Maintenance of daily accounting
3&4	Basic knowledge of Sociology. Basic Knowledge of Physiology, Anatomy of Human body & Nursing.	Practice on Sociology. Physiology, Anatomy of Human body & Nursing.
5&6	Health- Nursing and First Aid	Practice on health & Hygiene of Human being, Elementary health – Nursing and First Aid.
7	Environment effect & seasonal effect in different regions	Orientation on affects of climate and environment on the human body, Simple yogic saunas for general health.
8.	Problems relating to physical & psychological effect of old aged people	Practice on problems relating to physical & psychological effect of old aged people
9	Gerontology (Science of ageing) as a discipline Govt. roles- various project, policy & law.	Demonstration problems relating to physical & psychological effect of old aged people
10	Maintenance cleanings and discipline in all respect.	
11	Specific problems, which might occur for male & their care. Specific problems, which might occur for female & their care.	Familiarisation with Specific problems, which might occur for male & female care.
12 &13	Old aged disease. Study of food habits of different regions daily food chart. Dietary changes with age.	

14	Med claim facilities & their implementation	Identification of Med claim facilities & their implementation.
15	Contact with various hospital for emergency Medicare. Shelter and old aged Home.	
16&17	Study of Organising social activities. Counselling (Psychology parts).	Practice on Organising social activities. Counselling (Psychology parts).
18	Daily routine starting from rising in the morning to going for sleeping at night. Organising prayer, reading, of various religious 'Grantham' of different religion as applicable.	Practice on daily routine starting from rising in the morning to going for sleeping at night.
19	Physical exercises like 'yoga' & little physical exercise for their healthy living.	Demonstration Physical exercises like 'yoga' & little physical exercise for their healthy living.
20	Organising the recreational activities such as ,group and discussion, symposium Film show & Entertainment (education mental occupation)	Practice on organising the recreational activities such as ,group and discussion, symposium Film show & Entertainment (education mental occupation).
21	Visit to old age Home & Excursion to some interesting place.	Practice on visit to old age Home& Excursion to some interesting place.
22	Creating peaceful atmosphere. People – serving the aged. Growing of some flower plants & some agricultural product like fruits & vegetables etc. if possible.	Mode of creating peaceful atmosphere. Growing of some flower plants & some agricultural product like fruits & vegetables etc. if possible.
23 & 24	Organising games & sports appropriate to old age people. Involvement of boarders for cooking and others management activities.(Occupational therapy) Knowledge of Infrastructure facilities.	Practice on organising games & sports appropriate to old age people. Involvement of boarders for cooking and others management activities.(Occupational therapy), Infrastructure facilities (cots, bedding, utensils, ambulance) & their maintenances.
25	Revision and Practice	Revision and Practice
26	Examination, Trade testing and evaluation	Examination, Trade testing and evaluation

The team for management of the home should comprise:

1. One resident manager trained in general administration and first aid.
2. One doctor on call who can be summoned in need.
3. General attendants in the ratio of 1:5 residents during the day and 1:10 residents at night.
4. A Cook plus helpers, Alternatively, Catering can be outsourced to any reliable caterer.
5. Room cleaning staff in the ratio of 1:10 rooms.

In addition to the core team as above, the home must also provide supplementary services as below:

1. A panel of volunteers to provide companionship and render engagement services such as reading to residents, writing letters etc.
2. A panel of counsellors to provide psychological counselling as depression is a common problem to among residents.
3. A panel of personal attendants, to be retained as per the requirement of residents.
4. Arrangement with a local hospital or nursing home, which has diagnostic and intensive care facilities.

TOOL & EQUIPMENT AS REQUIRED FOR 'OLD AGE CARE'

(for 16 trainees)

1. Single Bed	-2 Nos.
2. Rack, Almirah	-2 Nos.
3. Small Table	-2 Nos.
4. Hanger	-5 Nos.
5. Bedroom	-1 No.
6. Diner/lunch room	- 1 No. each
7. Common room, library, reading, indoor game, T.V.	- 3 Nos.(Common for all trainees)
8. Physiotherapy, yoga room	- 1 No.
9. Vacuum cleaner	- 1 No.
10. Public telephone	- 1 No.
11. Magazines, Books	- 1 each.
12. Grab handle, call bell, wheel chair	- 1 each
13. First aid Box	- 2 Nos.
14. Almirah with (8) self	- 2 No