

UG CBCS Syllabus B.VOC (Health Care)

Semester wise Course Structure under CBCS for B.Voc. Program

Academic Semester	Sector Specific Subject (credit)	General Elective, GE (credit)	Ability Enhancement Course, AEC (credit)	Credit
Sem I	Paper-1(16)	GE-11(6) LCC-11(6)	ENVS(2)	30
Sem II	Paper-2(16)	GE-21(6) LCC-21(6)	Communicative English/ Communicative Bengali/ MIL(2)	30
Sem III	Paper-3(16)	GE-31(6) LCC-31(6)	Fundamentals of Computer Application(2)	30
Sem IV	Paper-4(18)	GE-41(6) LCC-41(6)		30
Sem V	Paper-5(30)			30
Sem VI	Paper-6(30)			30
Total	126	48	6	180

Credit Distribution for B.Voc. Course

Course Type	Paper-1, 2 & 3 (16)	Paper- 4(18)	Paper- 5 & 6(30)
Theory	4	4	8
Practical	12	14	22

SEMESTER	CODE	NAME OF THE QUALIFICATION PACK	TOTAL Duration	DURATION(Hour)			MARKS DISTRIBUTION				
				Theory (Th.)	Practical (Pr.)	OJT	Marks	Th. (Credit)	Pass Marks (Th.)	Pr. (Credit)	Pass Marks (Pr.)
SEM I	DC-1	GENERAL DUTY ASSISTANT	600	84	336	180	400	80(4)	50%	320(12)	70%
SEM II	DC-2	GENERAL DUTY ASSISTANT ADVANCE	600	84	336	180	400	80(4)	50%	320(12)	70%
SEM III	DC-3 Elective A	PHLEBOTOMY TECHNICIAN	600	178	182	240	400	80(4)	50%	320(12)	80%
	DC-3 Elective B	PHARMACY ASSISTANT	600	178	182	240	400	80(4)	50%	320(12)	80%
SEM IV	DC-4	DIET ASSISTANT	480	60	240	180	400	80(4)	50%	320(14)	80%
SEM V	DC-5 Elective A	GERIATRIC CARE ASSISTANT	1500	293	347	860	400	80(8)	50%	320(22)	80%
	DC-5 Elective B	COVID FRONTLINE WORKER (EMERGENCY CARE SUPPORT)	720	72	72	576	500	100(8)	50%	400(22)	80%
SEM VI	DC-6	DUTY MANAGER – PATIENT RELATION SERVICES	550	250	100	200	550	50(8)	70%	500(22)	70%
TOTAL MARKS							For Elective A- 2550 For Elective B- 2650				

Academic Semester	Sector Specific Subject	General Elective, (GE) As per existing University syllabus	Ability Enhancement Course, (AEC) As per existing University syllabus
Sem I	Paper-1= DC1 (16) GENERAL DUTY ASSISTANT	GE-11= GE1 (6) LCC-11= Language Core (LC1)-Bng-I (6) (Upanyas O Chhotogalpa)	ENVS (2)
Sem II	Paper-2 = DC2 (16) General Duty Assistant Advance	GE-21 = GE2 (6) LCC-21 Language Core - (LC1)-Bng-II (6) (Probandha O Natak)	Communicative English/ Communicative Bengali/MIL (2)
Sem III	Paper-3 = DC3 (16) Elective A- Phlebotomy Technician Elective B- Pharmacy Assistant	GE-31= GE3 (6) LCC-31= Language Core (LC 2) English (6) English 1: Paper Title: General Writing Skills	Fundamentals of Computer Application (2)
Sem IV	Paper-4= DC4 (18) DIET ASSISTANT	GE-41= GE4 (6) LCC-41= Language Core (LC 2) English (6) English-2 Paper Title: Professional Writing Skills	
Sem V	Paper-5 = DC5 (30) Elective A- Geriatric Care Assistant Elective B- Covid Frontline Worker (Emergency Care Support)		
Sem VI	Paper-6 = DC6 (30) Duty Manager – Patient Relation Services		

Discipline Core (DC) - Sector Specific Subject

Academic Semester	Sector Specific Subject
Sem I	Paper-1= DC1 GENERAL DUTY ASSISTANT
Sem II	Paper-2 = DC2 General Duty Assistant Advance
Sem III	Paper-3 = DC3 Elective A- Phlebotomy Technician Elective B- Pharmacy Assistant
Sem IV	Paper-4= DC4 DIET ASSISTANT
Sem V	Paper-5 = DC5 Elective A- Geriatric Care Assistant Elective B- Covid Frontline Worker (Emergency Care Support)
Sem VI	Paper-6 = DC6 Duty Manager – Patient Relation Services

UG CBCS Syllabus (B.VOC HEALTHCARE)

DISCIPLINE CORE

SEMISTER – I

DC -1 GENERAL DUTY ASSISTANT

1	Introduction to Healthcare Systems
2	Broad functions of Patient Care Assistant
3	Introduction to Human Body- Structure & Function
4	Personnel Hygiene & Professional Behaviour
5	Bio Medical Waste Management
6	Emergency Medical Response
7	Body Mechanics
8	Positioning/Transferring/Mobility of patients
9	Observing and Reporting
10	Consent, Documentation & Records
11	Patient's Rights & Environment
12	Patient - Basic care and needs
13	Elimination
14	Bed Making
15	Fall Prevention
16	Mortuary Management
17	Special Procedures
18	Role of General Duty Assistant - Sanitation, Safety & First Aid
19	Infections control and prevention
20	Institutional Emergencies, Fire safety and & security
21	Emergencies in health care and response to patient call

SEMISTER – II

DC -2 GENERAL DUTY ASSISTANT ADVANCED

1	Introduction to healthcare systems
2	Broad functions of general duty assistant - advanced
3	Introduction to human body- structure & functions
4	Personnel hygiene & professional behavior
5	Bio medical waste management
6	Emergency Medical Response
7	Respond to patient call or emergency
8	Body mechanics and ergonomics
9	Positioning/Transferring/Mobility of patients

10	Observing and reporting
11	Consent, Documentation & Records
12	Patient's rights & environment
13	Patient basic care and needs
14	Therapeutic communication at hospital and home settings
15	Implementation and monitoring of patient care plan
16	General and specific patient care
17	Patient at home
18	Elimination
19	Preparation of patient's unit
20	Fall prevention
21	Mortuary management
22	Professional and legal conduct at healthcare settings
23	Dismantling and maintenance of the equipments
24	Maintain inter-personal relationships with patients, colleagues and others
25	Act within the limits of your competence and authority
26	Professional and ethical behavior in healthcare setting

SEMISTER – III

DC – 3 (Elective A) PHLEBOTOMY TECHNICIAN

1	Introduction to Healthcare Systems & Laboratory Services
2	Role of the Phlebotomy Technician
3	Structure and Function of Human Body Basic Sensitization to
4	Biochemistry and Clinical Biochemistry
5	Introduction to Laboratory related Medical Terminology
6	Bio Medical Waste Management
7	Basic Sensitization to Haematology and Clinical Pathology
8	Pre-analytical Laboratory Testing Process
9	Infection control and prevention
10	Personnel Hygiene
11	Safety & First Aid
12	Basic Sensitization to Bacteriology, Histopathology, Cytopathology, Imunology, Serology and Blood Banking
13	Observing, Reporting & Documentation
14	Professional Behavior in Healthcare Setting
15	Patient's Rights & Responsibilities
16	Patient's Environment in Hospital, Laboratory & Home Setting
17	Basic Sensitization to Parasitology, Mycology and Virology
18	Basic Sensitization on Analytical Laboratory Testing Process
19	Basic Sensitization on Post-Analytical Laboratory Testing Process

SEMISTER – III**DC – 3 (Elective B) PHARMACY ASSISTANT**

- 1 Receive prescription and assist pharmacist in verify that information is complete
- 2 Record and select the correct medicines for dispensing
- 3 Establish or maintain patient profile, including lists of medications
taken by individual patients
- 4 Manage and maintain the drugs supply and order
- 5 Maintain proper storage and security condition for drugs
- 6 Act within the limits of one's competence and authority
- 7 Maintain a safe, healthy, and secure working environment

SEMISTER – IV**DC -4 DIET ASSISTANT**

- 1 Introduction To Healthcare Systems
- 2 Role Of Diet Assistant
- 3 Introduction To Human Body-Structure & Function
- 4 Introduction To Food And Nutrition
- 5 Introduction To Dietetics Related Medical Terminology
- 6 Personnel Hygiene
- 7 Role Of Diet Assistant- Sanitation , Safety & First Aid
- 8 Bio Medical Waste Management
- 9 Basic Understanding of Emergency Medical Response - I
- 10 Soft Skills & Communication - I
- 11 Introduction To Therapeutic Diets And It's Importance
- 12 Food Contamination; Prevention Methods
- 13 Food Safety & Hygiene
- 14 Food Storage Practices
- 15 Food Handling
- 16 Soft Skills And Communication Ii
- 17 Food Preparation Practices
- 18 Common Ailments Associated With Intake Of Contaminated Food
- 19 Inventory & Kitchen Management
- 20 Patients Right & Environment
- 21 Safety & First Aid
- 22 Soft Skills And Communication Iii
- 23 Sensitization Towards Organization Policies & Procedure
- 24 Dietary Education
- 25 Observing And Reporting
- 26 Documentation & Records

SEMISTER – V**DC -5 (Elective A) GARIATRIC CARE ASSISTANT**

1	Introduction to functions of Geriatric Care Assistant
2	Safety of Geriatrics
3	Consent, Reporting & Documentation
4	Basic Structure and Function of the Human Body
5	Introduction to Ageing and Ageing Process Theory Duration
6	Introduction to Medical Terminology & Equipments required by Geriatric Care Assistants for effective care
7	Infection Control & Prevention
8	Personal Hygiene
9	Professional Behavior
10	Rights & Responsibilities of Elderly
11	Functions of Geriatric Care Assistant in measurement of vital parameters
12	Assisting geriatric in maintaining daily living activities
13	Nutrition & Hydration
14	Administration of oral Medication
15	Assisting for special procedures
16	Maintain conducive Environment in Emergency Situations
17	Safety & First Aid
18	Lifting and Moving Patients
19	Rehabilitation of Geriatrics
20	Care of dying aged
21	Basic Life Support
22	Bio Medical Waste Management
23	Institutional Emergencies, Fire safety and & security

SEMISTER – V**DC -5 (Elective B) COVID FRONTLINE WORKER
(EMERGENCY CARE SUPPORT)**

1	Infection control practices and waste management
2	Introduction to the program
3	Introduction to human body- structure and functions
4	Respond to emergency calls
5	Size up the scene
6	Assessment of causality at the site
7	Patient triage
8	Cardiovascular Emergency
9	Cerebrovascular Emergencies
10	Respiratory Emergency

- 11 Working of basic equipment (Oxygen Concentrator,
Oxygen Cylinder, Nebulizer, ECG and Pulse oximeter, Steam Inhalation,
Suction Apparatus)
- 12 Patient Transportation

SEMISTER-VI

DC -6 DUTY MANAGER – PATIENT RELATION SERVICES

- 1 Orientation about Healthcare Scenario and Industry
- 2 Orientation about Human Body and Structure
- 3 Patient Behavior & Psychology
- 4 Supervision of hospital Front Desk Management
- 5 Interdepartmental & intradepartmental networking
- 6 Personnel Management
- 7 Hospital administration and protocols
- 8 Marketing Management of the Healthcare Organization
- 9 Health Promotion and safety
- 10 Foundations of Accounting and Budgeting
- 11 Basics of Statistics and Budgeting
- 12 Infection Control & Prevention
- 13 Quality Management in Healthcare - Service
- 14 Hospital Management Information System
- 15 Recording, Auditing and Research
- 16 Safety & First Aid
- 17 Bio Medical Waste Management