

Specification of Competency Standards
for the Elderly Care Service Industry
Unit of Competency

Functional Area - Common

Title	Provide Staff Training (Critical Care)
Code	110909L4
Range	This Unit of Competency is applicable to practitioners who provide community care staff training in the elderly care service industry. The application requires performing skilled tasks in familiar and some new working environments, and its execution requires analytical and decision-making skills. Practitioners should be able to analyze the staff's required professional knowledge and skills in providing critical care in the community environment, and arrange staff training according to the organization's staff training (critical care) plan, in order to improve their skills.
Level	4
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Relevant knowledge on providing staff training (critical care)</p> <ul style="list-style-type: none"> • Understand the organization's staff training (critical care) plan • Understand the purpose and importance of providing staff training programs, such as: <ul style="list-style-type: none"> ○ Improve the staff's abilities in critical care ○ Improve the elderly's quality of care in the community ○ Improve the staff's confidence in providing nursing services in the community, etc. • Understand the methods to arrange and explain the contents of the critical care training programs, such as: <ul style="list-style-type: none"> ○ Methods to execute critical care procedures in the elderly community ○ Methods to execute infection control measures ○ Methods to execute the notification mechanism of emergency situations in the nursing community, etc. • Understand the knowledge and skills on providing staff training, such as: <ul style="list-style-type: none"> ○ Preparation for training ○ Training process execution ○ Assessment method ○ Training records, etc. • Understand the effectiveness indicators for assessing staff training, such as: <ul style="list-style-type: none"> ○ Number of trainees ○ Staff performance assessment ○ Staff opinions, etc. <p>2. Provide staff training (critical care)</p> <ul style="list-style-type: none"> • Providing training according to the organization's training programs, predetermined scope and training items • Flexibly arrange the priority of the staff to receive training according to the training schedule, their work arrangements and training needs • Perform preparations for the training program, such as: <ul style="list-style-type: none"> ○ Design critical care content that suits the community environment, such as: fall injuries in the Day Care Centres for the Elderly, short of breath during home care, emergency notification mechanisms, etc. ○ Identify appropriate training models, such as: classroom training, multimedia training, simulations, workshops, etc. ○ Communicate with recognized external training institutions or trainers that provide training • The processing work for executing the training program, such as:

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	<ul style="list-style-type: none"> ○ Ensure that the staff participates in their assigned training ○ Utilize different training models to teach different content ○ Accurately grasp the time required for the training process, etc. ● Accurately assess the staff's learning effectiveness according to the assessment guidelines ● Appropriately record the training program that has been executed, such as: <ul style="list-style-type: none"> ○ Number of trainees, departments, ranks ○ Details of training activities ○ Assessment records ○ Managing staff feedback on courses and instructors, etc. <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> ● Ensure that the training plans and content are tailored to the needs of the staff attending the training (critical care) ● Effectively improve the staff's abilities and confidence in providing critical care for the elderly persons
Assessment Criteria	<p>The integrated outcome requirements of this Unit of Competency are:</p> <ul style="list-style-type: none"> ● Able to provide appropriate training according to the staff's critical care training needs, in order to improve their skills; and ● Able to effectively execute, accurately record and store the training program.
Remark	