

Health & Family Welfare Government of Kerala, India



Certificate in Child Health (Child Health Assistant)



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Certificate in Child Health (Child Health Assistant)

Introduction:

Child Care Assistants work in a variety of settings, from private homes to full- service day care centers. The primary responsibility of a child care assistant is to provide support to mothers & family. Assistants work to ensure children under their charge are in a safe and comfortable environment and provided with personal care and attention.

Safety- Child care assistants typically work with children from infancy through preschool age, though some also work in settings with older children. In this capacity, a child care *assistant* is responsible for the physical well-being of the children she works with. This includes making sure the environment is safe and secure and free of hazards that could hurt children. She may be responsible for cleaning and disinfecting playthings and work surfaces, carefully monitoring children during play and ensuring children do not hurt one another. When working with infants and young children, the assistant is responsible for ensuring equipment such as cribs, swings and car seats used for transportation are all in good working order and that children are always safely secured.

Physical Care -A child care assistant is typically involved with the physical care of children. With infants, this involves feeding, changing, holding and comforting them. For toddlers, this may include helping with restroom use or, in some cases, changing diapers and assisting with personal hygiene, like washing hands. In a private home setting, a child care assistant may bathe children, help with dressing and assist in the preparation of healthy meals.

Enrichment -A child care assistant provides entertainment, socialization and stimulating play activities for the children she watches. This interaction varies based on the ages and preferences of the children. Examples of guided play and learning activities include music and movement activities, simple puzzles, drawing and painting, reading and using manipulative toys to enhance motor skills. An assistant also follows the curriculum of her supervisor in overseeing age-appropriate educational and social activities.

Teamwork -A child care assistant typically works in conjunction with a head care giver in a commercial facility, or with a parent in a home setting. In this capacity, the assistant works in tandem with the primary care provider, following instructions and taking initiative in some areas as directed. While no professional credentialing is typically needed for this type of role, a high school diploma or equivalent is usually required, and background in early childhood development or childcare is often preferred.

Eligibility for admission:

Selection procedure

- Plus two pass outs with 18 years as age of entry.
- There will be a screening test for determining aptitude and attitude. Screening test would be based on prenatal and antenatal knowledge /Early childhood education

Occupation(s) to which the qualification gives access

The candidate who successfully completes the course can join as Child care Assistant in private homes setting, Child care Centers, Child welfare Centers run by NGOs, corporate institution's crèches and other places where such services are needed.

Job description of the occupation

Individuals at this job are responsible for helping & assisting mothers, educating them about diets, complication of pregnancy and special care post-delivery. They will be responsible early childhood characteristic from prenatal to kindergarten.

Duration of the course

Duration of the course is of 1.6 years (inclusive of four months of internship) with **390** hours of Theory & **150** hours of Practical Classes and another **1260** hours dedicated for internship.

Total number of hours – **1800** for the total course

Medium of instruction:

English shall be the medium of instruction for all the subjects of study and for examination of the course.

Attendance:

A candidate will be permitted to appear for the Examination for any semester if he/she secures not less than 90% of attendance in the number of instructional days at industry during the calendar year, failing which he/she should complete the number of days/hours and undergo the next semester/final examination.

A candidate has to secure minimum 100 % in skills training (practical) for qualifying to appear for the final examination. No relaxation, whatsoever, will be permissible to this rule under any ground including indisposition, etc.

Teaching faculty and infrastructure:

1. Should be at the position of a Healthcare Instructor
2. B.Sc. (Nursing) with five years of teaching experience.
3. Should be able to perform and train the patient related skills

Curriculum Outline

Semester 1

Sl. No.	Course Titles	Hours		
		Theory	Practical	Total
Module 1	Foundation Course (Childcare Assistant)	30	25	55
Module 2	Antenatal & Perinatal Care	45	20	65
Module 3	Essential Newborn care and Nutrition of Infants & Children	45	20	65
Module 4	Growth & Development	45	10	55
TOTAL		165	75	240

Semester 2

Sl. No.	Course Titles	Hours		
		Theory	Practical	Total
Module 5	Provide support with the daily activities & Basic needs of Child	45	10	55
Module 6	Care of Special needs	40	10	50
Module 7	First Aid & Common Ailments	40	10	50
Module 8	Early Childhood Education	40	15	55
TOTAL		165	45	210

Semester 3

Sl. No.	Course Titles	Hours		
		Theory	Practical	Total
Module 9	Women & Self Safety	20	10	30
Module 10	Preparing Child for Social Interactions	40	20	60
TOTAL		60	30	90
Internship (4 months)		1260		
Grand Total		1800		

Employability Skills

Sl. No.	Course Titles	Hours
1	Basic English Skills	10
2	Communication Skills	10
3	Introduction to Employability Skills	5
4	Constitutional values - Citizenship	5
	Total	30

NOS 1 : Essential newborn care

Module 1 – Foundation Course (Childcare Assistant)

Learning Outcomes: At the completion of this module, the student should be able to:

1. Get introduced to Child Care Assistant & its current need in the society.
2. Understand the duties and responsibilities of a Child Care Assistant
3. Work within home setting and requirements as appropriate to one's role
4. Recognize the boundary of one's role and responsibility and seek supervision when situations are beyond one's competence and authority
5. Maintain competence within one's role and field of practice
6. Understand the art of effective communication with various stakeholders like Client's family, Client's mothers etc.
7. Learn how to identify rapidly changing situations and adapt accordingly
8. Have a basic working knowledge of computers
9. Understand his/her role in disaster preparedness and management

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Introduction to Childcare & Education	5	5	10
2.	Professionalism and values	5	5	10
3.	Basic Computers, Communication and soft skills	10	10	20
4.	Disaster preparedness & Management	10	5	15
TOTAL		30	25	55

1. Introduction to Childcare & Education

- a. Duties & Responsibilities
- b. Need & scope of a Childcare Assistant
- c. Do's & Don'ts
- d. Child rights
- e. Requirements to become a certified Child care Assistant

2. Professionalism and Values

The course on professionalism will deliver the concept of what it means to be a professional and how a specialized profession is different from a usual vocation. It also explains how relevant is professionalism in terms of childcare and how it affects the overall child development.

- a. Professional values- Integrity, Objectivity, Professional competence and due care, Confidentiality
- b. Personal hygiene
- c. Personal values- ethical or moral values
- d. Attitude and behavior- professional behavior, treating people equally, limit cell phone use etc.
- e. Ethical principles for people working with children.
- f. Cultural issues while providing Childcare

3. Basic Computers, Communication & Soft Skills

- a. Introduction to computer
 - Input output devices
 - Processor and memory
 - Storage Devices:
 - Introduction of windows
 - Introduction to MS-Word
 - Introduction to Excel
 - Introduction to power-point
 - Computer networks
 - Internet and its Applications
 - Application of Computers in clinical settings
- b. Writing skills
 - Basic reading and writing skills, sentence formation, grammar and composition, how to enhance vocabulary
 - Business communication like letters, e-mails
- c. Special characteristics of health communication
- d. Barriers of communication & how to overcome them
- e. How to be a good communicator
 - Addressing the Child/ Client/ Client's Family
 - Body language, posture and gestures
 - Telephone and email etiquettes
- f. Listening and speaking skills
 - How to be a good listener
 - Structure brief and logical messages
 - Speak clearly and slowly in a gentle tone
 - Use the correct combination of verbal and non-verbal communication
 - Use language familiar to the listener
 - Give facts and avoid opinions unless asked for
 - Communicating with patient with impaired hearing/ vision/ speech/ memory
- a. Dealing with anger or depression of the client's family.
- b. Language skills and appropriate strategies to use when communicating with infants

4. Disaster preparedness and management

- a. Fundamentals of emergency management
- b. Preparedness and risk reduction
- c. Incident command and in-house mechanisms
- d. Resource management

Module 2 – Antenatal & Perinatal Care

Learning Outcomes: At the completion of this module, the student should be able to:

1. Understand about pre-birth and post birth stages that a mother undergoes and enable the trainee to take care of the mother.
2. Understand diet required for the mother during lactation period. This would methods to enhance nutrition value, intake of supplements and diet plans.

3. Understand about normal labor and its various stages.
4. Understand issues during the postnatal period. & how to handle it.

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Introduction to Female Reproduction System	5	5	5
2.	Preparation of Motherhood	10	5	15
3.	Understanding of Diet for the Mother	10	5	15
4.	Knowledge of Normal Labors	10	5	15
5.	Importance of Postnatal Care	10	0	10
TOTAL		45	20	65

1. Introduction to Female Reproduction System

- a. General Anatomy of Female Reproduction System
- b. General Physiology of lactation
- c. General information for Post-Partum care

2. Preparation of Motherhood

- a. Personal care during pregnancy
- b. Mental Health during pregnancy
- c. Importance of Antenatal exercises
- d. Myths and facts about pregnancy
- e. Antenatal checkup
- f. Preparing a maternity bag

3. Understanding of Diet for the Mothers

- a. RDA in pregnancy and lactation
- b. Basic five food groups
- c. Safe and healthy cooking practices
- d. Methods of enhancing nutrition value
- e. Nutritional supplements during pregnancy and post pregnancy.
- f. Special Diet plans during pregnancy and post pregnancy.

4. Knowledge of Normal Labors

- a. Signs and Symptoms of onset of labor
- b. Empowering the mother for labor
- c. Stages of labor

5. Importance of Postnatal Care

- a. Postnatal hygiene
- b. Healthy lifestyle during postnatal period
- c. Postnatal Massage
 - Importance of Postnatal Massage for Mothers
 - How to perform Postnatal massages
 - Dos & Don'ts for C- section delivered mothers

Module 3 – Essential Newborn care and Nutrition of Infants & Children

Learning Outcomes: At the completion of this module, the student should be able to:

1. Will have an understanding of the special care that the new born child needs after birth
2. Will be able to have comprehensive knowledge about breastfeeding, its importance, problems involved and Nutritional supplements to be given to mother.
3. Will get an understanding about complementary feeding and ways to make it more appealing
4. Will get working knowledge regarding feeding the young child which includes, meal planning, preparation of meal, mal nutrition and deficiency disorders.
5. Will have understanding on the basics of immunization beginning from myths and facts, information on schedule.

Sl. No.	Course Titles	Hours		
		Theory	Practical	Total
1.	Knowledge of essential Newborn care	5	2.5	7.5
2.	Importance of Breast feeding	15	5	20
3.	Complementary feeding	5	5	10
4.	Nutrition & preparing home cooked food for child (0-4 years)	10	5	15
5.	Basics of Immunization & Infection control practices	10	2.5	12.5
TOTAL		45	20	65

1. Knowledge of essential Newborn care

- a. Immediate care after birth
- b. How to keep the baby warm
- c. Physical care of the baby
- d. Normal variations in newborn
- e. KMC
- f. Infant Massage & exercises
- g. Exposure to Sunlight for Vitamin D
- h. Ways to soothe crying/ colic babies
- i. Importance of ILU massage for babies and how to perform it.

2. Importance of Breast feeding

- a. Initiation of breastfeeding
- b. Importance & ways of burping after every feed
- c. Exclusive breastfeeding and lactation counseling
- d. Assessing adequacy of breastfeeding
- e. Benefits of breastfeeding for baby and mother
- f. Common lactational problems
- g. Nutritional supplements of the mother during lactation
- h. Expressed breastmilk- method and storage

3. **Complementary feeding**
 - a. Principles of complimentary feeding
 - b. Choosing the right complementary feed
 - c. How to make complementary feeds more appealing- sample recipes
4. **Nutrition & preparing home cooked food for child (0-4 years)**
 - a. Nutritional requirements in children
 - b. Recognizing mal- nutrition & Nutrition disorders
 - c. Principles of meal planning
 - d. Menu for a Day
 - e. Preparing food for a child as per the need.
 - f. Safe food handling procedures, Bottle cleaning, sterilization, storing in BPA free containers, glass ware etc.
5. **Basics of Immunization & Infection control practices**
 - a. Myths and Facts in childhood immunization
 - b. National Immunization schedule
 - c. Vaccines outside NIS
 - d. Care after Immunization (including medicine given after Immunization if raise in temperature)
 - e. Maintaining immunization card of a child

Module 4 – Growth & Development

Learning Outcomes: At the completion of this module, the student should be able to:

1. Understand normal development of the children which includes personal, social development, fine motor, gross motor and cognitive learning.
2. Understand developmental delays, tools for screening, tools for identifying risk child and neuro developmental disorders in children.
3. Identify early infant stimulation which involves role of family.
4. Understand when & how to engage child at every stage by play activities.

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Understanding normal Growth & Development	10	5	15
2.	Developmental Delay & Deviation	10	5	15
3.	Early Infant stimulation	15	5	20
4.	Play Therapy	10	5	15
TOTAL		45	10	55

1. **Understanding of Normal Development**
 - a. Normal Growth and Development in children
 - b. Principles of Growth and Development
 - c. Factors influencing Growth and Development
 - d. Growth and Developmental age periods

- e. Normal Developmental milestones
 - f. Growth and Growth Monitoring using standardized charts
 - g. The Importance of Time Outdoors
 - h. Designing and Using Outdoor Spaces
 - i. Elements and aspects of language development
 - j. the four stages of sensorimotor development
 - k. recognize the caregiver's responsibility during the four stages of sensorimotor development
- 2. Development delay and Deviations**
- a. Development delay, its types and its causes
 - b. Identify development delay and deviation
 - c. Care during Developmental Delay as per need
- 3. Early Infant Stimulation**
- a. Early Infant Stimulation and its aims
 - b. Importance of Early Infant Stimulation
 - c. Types of Stimulation
 - d. Who needs early stimulation?
 - e. Perform Early Stimulation
 - f. Overstimulation
 - g. Precautions while giving stimulation
- 4. Documentation of growth and learning,**
- a. Identify ways to use observation records to facilitate children's learning and development
 - b. Recognize the caregiver's role in creating a social emotional environment that supports children's well-being
 - c. Techniques for measuring growth rate
 - d. Describe different types of observation records;
 - e. Measuring height, weight etc.
- 5. Play Therapy for Development**
- a. Usefulness of toys
 - b. Age appropriate toys
 - c. Play Activities for Gross Motor Development
 - d. Play Activities for Fostering Fine Motor Development
 - e. Play Activities for developing Cognitive Abilities
 - f. Play Activities for Furthering Language and Pre-reading and Pre-writing Skills

NOS 2 : Early Child Care

Module 5 –Provide support with the daily activities & Basic needs of Child

Learning Outcomes: At the completion of this module, the student should be able to:

- 1. Maintain baby's /child's hygiene.
- 2. Perform daily activities of the baby like bathing, grooming, changing diapers etc.
- 3. Toilet train the baby.

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Personal Hygiene of the child	10	2.5	12.5
2.	Dressing up and Grooming	25	5	30
3.	Toilet Training	10	2.5	12.5
TOTAL		45	10	55

1. Personal Hygiene of the child

- Need and importance of personal hygiene
- Types of hygiene: oral hygiene, eye hygiene, nail hygiene, skin hygiene etc.
- Maintain personal hygiene of the child
- Healthy and safe diaper changing method including cotton & organic diapers (safe to environment)

2. Dressing up and Grooming

- Bathing (including specific bath techniques to baby from New born to toddler)
- Dressing and undressing including comfortable dressing options as per weather, diaper change, diaper disposal methods,
- Combing, nail cutting etc.

3. Toilet Training

- Understanding the importance of toilet training in an early stage
- When to start toilet training (including both for urination & bowel)
- Methods of toilet training
- Tips and tricks for toilet training

Module 6 – Care of a Special needs

Learning Outcomes: At the completion of this module, the student should be able to:

- Provide care to be given to a pre-term and low birth weight baby
- Provide care to be given in case of special child

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Care of the pre-term and low birth weight baby	20	10	30
2.	Caring a child with special needs	20	10	30
TOTAL		40	10	50

1. Care of the Pre-Term and Low Birth Weight Baby

- a. Temperature maintenance
- b. Feeding
- c. Infection control and Growth monitoring

2. Caring a child with special needs

- a. Care of a child with Cerebral Palsy
- b. Care of a child with Cleft Lip and Palate
- c. Care of a child with neurodevelopmental disorder
- d. Principles of physical and mental rehabilitation

Module 7 –First Aid & Common Ailments

Learning Outcomes: At the completion of this module, the student should be able to:

1. Identify anticipatory guidelines for parents and caretakers.
2. Understand importance of health and hygiene
3. Understand how to perform first aid in emergency situations.
4. Identify common ailments like fever, diarrhea ,seizures and Abdominal Pain

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	First Aid in Children	10	5	15
2.	Common Ailments in Children	10	5	15
3.	Dealing with Doctors/ Hospital Setting	10	5	15
4.	Commonly used medicine & home remedy	10	5	15
	TOTAL	40	10	60

1. First Aid in Children

- a. Scope of First Aid
- b. Rules of First Aid
- c. First aid in emergency situations and triage
- d. Identifying signs and providing first aid for:
 - i. Bites & Stings
 - ii. Foreign body in eye and ear
 - iii. Choking and Heimlich Manoeuvre
 - iv. Bleeding including nosebleeds
 - v. Minor burns including sun burns
 - vi. Fainting
 - vii. Minor burns including Sun Burns & Scalds
 - viii. Sprains & Fractures
 - ix. Poisoning by swallowing
- e. Accident Prevention
- f. First-Aid Kit
- g. Basic Life Support – Infant & Adult CPR

2. Common Ailments in Children

- Anticipatory guidelines for parents and caretakers
- Common ailments in children as per different age groups
- Warning Signs in Children
- Environmental Safety
- How to approach a doctor when none of the family member/guardian is around.

3. Commonly used home remedy & medicines.

- List of commonly used medicine for a child (0-5 years) and how to store them
- Types of common infections & their home remedy

Module 8: Early childhood education

Learning Outcomes: At the completion of this module, the student should be able to:

- Understand the need & importance of early childhood education.
- Understand Psychological and Philosophical foundation of childhood education.
- Understand the importance of designing activities for taking care of the holistic development of the young child.
- Understand functional assessment techniques and importance of maintaining records.
- Understand the importance of play and use of toys for the social development of the child.

Early childhood education or Pre-primary education is the education that a child receives before entering school at the age of five or six. Actually it starts even before the birth of a child. It here fore includes parental education, pre-natal and post-natal care also. It includes formal as well as non-formal education, i.e, education imparted in school as well as outside. It is not limited to school care or nursery education for some fixed hours. Pre-primary education in its broader sense may be divided into the following four parts.

- Pre-primary education from conception to birth
- Pre-primary education from birth to two and a half years.
- From two and a half to four years.
- From four to five or six years.

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Need and Importance of early childhood education	10	5	15
2.	Psychological and Philosophical foundations of childhood education	10	5	15
3.	Designing activities for fostering holistic development of young child	10	10	20
4.	Play as a medium for Development	10	5	15
	TOTAL	40	15	55

1. Need and Importance of early childhood education

Principles of Early childhood education

2. Psychological and Philosophical foundations of childhood education

- a. Importance of Educational Psychology
- b. Learning Theories
- c. Lesson Planning based on different philosophies

3. Designing activities for fostering holistic development of young child

- a. Social Skills and Vocabulary
- b. Games and activities
- c. Pre-writing Pre-reading Skills
- d. Basic concepts (colour, shape, number)
- e. Comprehension – Story telling and Rhymes
- f. Creative activities
- g. Activities of daily living

4. Play as a medium for Development

- a. Types of Play
- b. Selection of Toys
- c. Outdoor play activities

NOS 3 :Safety and Social Interaction

Module 9 -Women & Self Safety

Learning Outcomes: At the completion of this module, the student should be able to:

1. Understand what harassment is and how to deal with it.
2. Understand the importance of drawing lines as a professional.
3. Understand women rights in a workplace as a professional.
4. Manage situation while in trouble or emergency

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Types of Harassments and how to deal with such situation.	5	2.5	7.5
2.	What is acceptable behaviours & what isn't	5	2.5	7.5
3.	Women rights as a professional	2.5	2.5	5
4.	When to call a women Helpline	2.5	2.5	5
5.	Setting boundaries as a professional	2.5	2.5	5
6.	How to protect yourself under an emergency situation.	2.5	2.5	5
	TOTAL	20	10	30

1. Types of Harassments and how to deal with such situation.

- a. Verbal Harassment
- b. Physical Harassment
- c. Psychological Harassment

d. Non-verbal/Visual Harassment

2. **What is acceptable behaviours & what isn't**
 - a. Types of behaviours
 - b. Behaviours at workplace
 - c. Acceptable behaviours & Non-acceptable behaviours for a women at workplace
 - d. How to deal with such behaviours
3. **Women rights as a professional**
 - a. Overview of women rights as a professional
 - b. How to deal with any misconduct
4. **When to call a women Helpline**
 - a. Information of Women Helpline numbers
 - b. When & how to contact a Women Helpline
 - c. How to deal with the situation if no access to women helpline
5. **Setting boundaries as a professional**
 - a. When to say 'NO' as a professional
 - b. How to communicate to the clients which are out of purview
6. **How to protect yourself under an emergency situation.**
 - a. Few importance defense mechanism for women and how to perform.
 - b. How to use pepper spray and its effects

Module 10 –Preparing child for Social interactions

Learning Outcomes: At the completion of this module, the student should be able to:

1. Understand need & importance of social interaction for a child.
2. Motivate child for social interaction/school.
3. Deal with child's emotions/tantrums
4. Manage child & child essentials during doctor's visit.

Sl. No.	Topics	Hours		
		Theory	Practical	Total
1.	Preparing child for local visits (Park/meeting friends)	15	10	25
2.	Preparing child for schools	15	5	25
3.	Dealing with Doctors/ Hospital Setting	10	5	15
Total		40	20	60

1. **Preparing child for local visits (Park/meeting friends)**
 - a. Common etiquettes while meeting kids/friends, elders/uncle/aunt etc.
 - b. Make a game out of planned visits
 - c. How to address fears of child
 - d. Identifying essentials of a child (Packing bags, water bottles, napkins, diapers, some solid food etc.)

- e. Teaching child how to self-dress/self-care skills (Dressing, grooming, maintaining hygiene, tying shoe laces, etc.)

2. Preparing child for school

- a. Common etiquettes while meeting a teacher.
- b. How to address fears of child for school
- c. Identifying essentials of a child (Packing bags, lunch, water bottles, napkins, diapers, etc.)
- d. Identify interaction techniques to assist children in solving their own problems and becoming self-disciplined
- e. Effective ways of working with children who are experiencing stress

3. Dealing with Doctors/ Hospital Setting.

- a. Gathering previous visit's documentation
- b. Informing child for Doctor's visit.
- c. Use illustrative picture cards for routine immunization
- d. How to deal with their temper/tantrums

Clinical Training / Internship:

The internship exercise will help the students to translate into practice the various theoretical concepts that they have studied during the programme. Knowing the principles simply at the theoretical level is not really of much avail. What is of significance is learning how to apply them in real life. This practical training would help them achieve this end.

For the internship, the students will be placed in various facilities like Anganwadi centres, nursery schools/preschools, Corporate Creches, Special Childcare Centres, etc. They will be required to carry out activities with the mothers and children there.

For the duration of the Internship, the student will be attached to a Guide. The Guide would approve the internship activities before the student carry them out in the placement area, and subsequently, give him/her feedback. The students will be required to prepare an Internship Report based on the activities they performed during the internship period.

A brief outline for the internship is given below:

- **Minimum Total 360 hours (10 weeks) of internship is recommended.**

No. of weeks	Area of posting
3 Weeks	Posted to Crèches/ Kinder Garten/ Play School/ NGOs etc./ similar settings
3 Weeks	Posted to Nursing homes/ Hospital/ Community Setting
2 Week	Posted to Anganwadi Center
2 Week	Posted with Lady Health Visitor/ ANM
Total 10 weeks	