

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
Unit of Competency: USE AND MAINTENANCE OF EQUIPMENT/TOOLS and MATERIALS					
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> Types and correct use of tools/equipment and materials 	<ol style="list-style-type: none"> Equipment/tools and materials are used properly. 	LO1. Use equipment, tools and materials properly.	<ol style="list-style-type: none"> Practice on the utilization of tools/equipment and materials. Film viewing Portfolio making Handbook making 	<ul style="list-style-type: none"> Written examination Demonstration 	5 hours
<ul style="list-style-type: none"> Procedures in storing paraphernalia Care of materials and paraphernalia 	<ol style="list-style-type: none"> Materials and paraphernalia are cleaned after use according to standard operating procedures and in accordance with relevant safety procedures. Materials and paraphernalia are placed / stored in the appropriate area following safety procedures. All materials and paraphernalia are checked regularly for orderliness/tidiness in accordance with employer's requirements. Routine maintenance is carried out or arranged as per standard operating procedures. 	LO2. Perform after care activities for tools, equipment, and paraphernalia.	<ol style="list-style-type: none"> Handbook making Actual demonstration 	<ul style="list-style-type: none"> Written examination Demonstration 	6 hours

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
Unit of Competency: PERFORMING CALCULATIONS					
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> Measuring devices 	<ol style="list-style-type: none"> Appropriate food measuring devices are used. Quantity of food is measured based on client's needs. 	LO1. Obtain measurements	1. Making an album of measuring devices.	<ul style="list-style-type: none"> Observation Demonstration 	3 hours
<ul style="list-style-type: none"> Measurements and calculations Measuring devices 	<ol style="list-style-type: none"> Units of measurement used for food are converted properly. Temperature degrees are converted accurately. Dosages are converted correctly. 	LO2. Perform simple calculations.	1. Problem solving exercises.	<ul style="list-style-type: none"> Observation Written examination 	2 hours
Unit of Competency: PRACTICING OCCUPATIONAL HEALTH AND SAFETY PROCEDURES					
<ul style="list-style-type: none"> TLV table Philippine OHS standards Effects of hazards in the workplace Ergonomics ECC Regulations 	<ol style="list-style-type: none"> Terms of maximum tolerable limits are identified based on threshold limit values (TLV). Effects of hazards are determined. OHS issues and concerns are identified in accordance with workplace requirements and relevant workplace OHS legislation. 	LO1. Evaluate hazards and risks.	1. Film viewing	<ul style="list-style-type: none"> Written examination Interview Simulation 	6 hours

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> • Safety regulations • Clean air act • Electrical and fire safety code • Waste management • Disaster preparedness and management • Contingency measures and procedures 	<ol style="list-style-type: none"> 1. OHS procedures for controlling hazards and risk are strictly followed. 2. Procedures in dealing with workplace accidents, fire and emergencies are followed in accordance with the organization’s OHS policies. 3. Personal protective equipment (PPE) is correctly used in accordance with organization’s OHS procedures and practices. 4. Procedures in providing appropriate assistance in the event of workplace emergencies are identified in line with the established organizational protocol. 	<p>LO2. Control hazards and risks.</p>	<ol style="list-style-type: none"> 1. Film viewing 2. Panel discussion 3. Reporting 	<ul style="list-style-type: none"> • Written examination • Interview • Case/situation analysis • Simulation 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> Occupational health and safety procedure, practices and regulations Emergency-related drills and training 	<ol style="list-style-type: none"> Procedures in emergency-related drill are strictly followed in line with the established organizational guidelines and procedures. OHS personal records are filled up in accordance with workplace requirements. PPE is maintained in line with organization guidelines and procedures. 	<p>LO3. Maintain occupational health and safety awareness.</p>	<ol style="list-style-type: none"> Role playing 	<ul style="list-style-type: none"> Demonstration Interview Written examination Portfolio assessment Simulation 	
<p>Unit of Competency: IMPLEMENTING AND MONITORING INFECTION CONTROL POLICIES AND PROCEDURES</p>					
<ul style="list-style-type: none"> Infection control policy and procedures and relevant industry codes of practice 	<ol style="list-style-type: none"> Relevant information about the organization's infection control policy and procedures, and applicable industry codes of practice are accurately and clearly explained to the work group. Information about identified hazards and the outcomes of infection risk assessments are regularly provided to the work group. 	<p>LO1. Provide information to the work group about the organization's infection control policies and procedures.</p>	<ol style="list-style-type: none"> Debate 	<ul style="list-style-type: none"> Written examination Collaborative assessment 	<p>4 hours</p>

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	3. Workplace infection control issues and practices are observed.				
<ul style="list-style-type: none"> • Infection control policy and procedures • Management systems and procedures for infection control. • Transmission and control of communicable diseases • Risk control measures 	<ol style="list-style-type: none"> 1. Infection control policy and procedures are implemented by supervisor and members of the work group. 2. Liaison is maintained with person responsible for organization-wide infection control. 3. Infection control practices are implemented. 4. Work procedures are adopted to reflect appropriate infection control practice. 5. Issues raised through consultation are dealt with and resolved promptly or referred to the appropriate personnel for resolution. 6. Workplace procedures for dealing with infection control risks and hazardous events are implemented whenever necessary. 	LO2. Integrate the organization's infection control policy and procedure into work practices.	<ol style="list-style-type: none"> 1. Role play 2. Structured controversy. 	<ul style="list-style-type: none"> • Written examination • Interview 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	7. Infection risks are reported and infection control procedures are controlled				
<ul style="list-style-type: none"> • Organizational procedures for monitoring and training • Basic understanding of communicable disease transmission 	<ol style="list-style-type: none"> 1. Hazardous events in line with infection control are investigated and causes are identified in accordance 2. Work procedures to control infection risks are monitored to ensure compliance. 3. Work procedures are regularly reviewed and adjusted to ensure improvements in infection control practice. 4. Feedback on compliance issues, charges in work procedures and infection control outcomes are provided. 5. Training in work procedures is provided as required to ensure maintenance of infection control standards. 	LO3. Monitor infection control performance and implement improvements in practices.	1. Role playing	<ul style="list-style-type: none"> • Written Test • Interview/ oral examination • Practical examination • Direct observation 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<p><i>Demonstrate understanding of/ on:</i></p>	<p>6. Inadequacies in work procedures and infection control measures are identified, corrected or reported to designated personnel.</p> <p>7. Records of infection control risks and incidents are accurately maintained as required.</p> <p>8. Aggregate infection control information reports are used to identify hazards, to monitor an improve risk control methods and to indicate training needs.</p>				
<p>Unit of Competency: RESPOND EFFECTIVELY TO DIFFICULT/CHALLENGING BEHAVIOR</p>					
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> • OSH and issues relating to difficult and challenging behavior 	<p>1. Responses to instances of challenging behavior are planned and appropriate staff and resources are maximized.</p>	<p>LO1. Plan responses.</p>	<p>1. Think-pair-share activity.</p>	<ul style="list-style-type: none"> • Written examination • Interview/ oral examination 	<p>4 hours</p>

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> Institutional policies, procedures and strategies in dealing with difficult and challenging behavior 	<ol style="list-style-type: none"> Specific manifestations of difficult or challenging behavior are identified and strategies appropriate to these behaviors are planned as required. Safety of self and others is given priority in responding to difficult or challenging behavior according to institutional policies and procedures. 				
<ul style="list-style-type: none"> Dealing with difficult or challenging behavior according to institutional policy and procedures Using company /institutional policy in reporting infection risks and improving infection control procedures 	<ol style="list-style-type: none"> Difficult or challenging behavior is dealt with promptly, firmly and diplomatically in accordance with institutional policy and procedures. Communication is used effectively to achieve the desired outcomes in responding to difficult or challenging behavior. 	LO2. Apply responses.	<ol style="list-style-type: none"> Role playing 	<ul style="list-style-type: none"> Written examination Simulation 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	<ol style="list-style-type: none"> 3. Appropriate strategies are selected to suit particular instances of difficult or challenging behavior. 4. Reporting infection risks and improving infection control are encouraged. 				
<ul style="list-style-type: none"> • Instructions and guidance of health professionals involved with the care of patient/client • Institutional policies and procedures in reporting and reviewing incidents 	<ol style="list-style-type: none"> 1. Incidents are reported according to institutional policies and procedures. 2. Incidents are reviewed with appropriate staff and suggestions appropriate to area of responsibility are made. 3. Debriefing mechanisms and other activities are used and participated in. 4. Advice and assistance is sought from legitimate sources when appropriate. 	LO3. Review and report incidents.	1. Role playing	<ul style="list-style-type: none"> • Written examination • Interview/ oral examination • Practical examination • Direct observation 	
Unit of Competency : APPLYING BASIC FIRST AID					
<ul style="list-style-type: none"> • Basic anatomy and physiology • Company standard operating procedures (SOPs) 	<ol style="list-style-type: none"> 1. Physical hazards to self and casualty's health and safety are identified. 	LO1. Assess the situation.	1. Role playing	<ul style="list-style-type: none"> • Written examination • Direct observation • Simulation 	6 hours

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	<ol style="list-style-type: none"> 2. Immediate risks to self and casualty's occupational health safety (OSH) are minimized by controlling the hazard in accordance with OSH requirements. 3. Casualty's vital signs and physical condition are assessed in accordance with workplace procedures. 				
<ul style="list-style-type: none"> • Basic anatomy and physiology • First Aiders' skills limitations • Consideration of the welfare of the casualty • Safe manual handling of casualty 	<ol style="list-style-type: none"> 1. First Aid management is provided in accordance with established First Aid procedures. 2. Casualty is reassured in a caring and calm manner and made comfortable using available resources. 3. First Aid assistance is sought from others in a timely manner and as appropriate. 4. Casualty's condition is monitored and responded to in accordance with effective First Aid principles and workplace procedures. 	LO2. Apply basic first aid techniques.	1. Demonstration	<ul style="list-style-type: none"> • Performance test • Direct observation 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	5. Details of casualty's physical condition, changes in conditions, management and response are accurately recorded in line with organizational procedures. 6. Casualty management is finalized according to his/her needs and First aid principles.				
<ul style="list-style-type: none"> • OSH legislation and regulations • Safe manual handling of casualty • Report preparation • Communication skills 	1. Appropriate medical assistance is requested using relevant communication media and equipment. 2. Details of casualty's condition and management activities are accurately conveyed to emergency services/relieving personnel. 3. Reports to supervisors are prepared in a timely manner, presenting all relevant facts according to established company procedures.	LO3. Communicate details of incident.	1. Role playing	<ul style="list-style-type: none"> • Written examination • Interview/ oral examination • Simulation 	
Unit of Competency : MAINTAINING HIGH STANDARDS OF PATIENT SERVICES					
<ul style="list-style-type: none"> • Roles and responsibilities of self and other workers within the organization 	1. Effective communication strategies and techniques are identified and used to achieve best patient service outcomes.	LO1. Communicate appropriately with patients.	1. Role playing	<ul style="list-style-type: none"> • Written examination • Interview/ oral examination 	4 hours

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<p><i>Demonstrate understanding of/ on:</i></p> <ul style="list-style-type: none"> Dealing with complaints and conflict 	<ol style="list-style-type: none"> Complaints are responded to in accordance with organizational policy to ensure best service to patients. Complaints are dealt with in accordance with established procedures. Interpreter services are accessed as required. Action is taken to resolve conflicts either directly, where a positive outcome can be immediately achieved, or by referral to the appropriate personnel. Participation in work team is constructive and collaborative and demonstrates an understanding of own role. 				
<ul style="list-style-type: none"> Listening skills Client/patient issues referred to appropriate health professional 	<ol style="list-style-type: none"> Rapport is established to ensure that the service is appropriate to and in the best interests of patients. 	<p>LO2. Establish and maintain good interpersonal relationship with patients.</p>	<ol style="list-style-type: none"> Role playing 	<ul style="list-style-type: none"> Written examination Interview/ oral examination 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	<ol style="list-style-type: none"> 2. Effective listening skills are used to ensure a high level of effective communication and quality of service. 3. Patient concerns and needs are correctly identified and responded to responsibility and accordingly established procedures and guidelines. 4. Effectiveness of interpersonal interaction is consistently monitored and evaluated to ensure best patient service outcomes. 				
<ul style="list-style-type: none"> • Organizational policies and procedures for privacy and confidentiality of information provided by patients and others • Procedures in caring of patients with challenging behaviors • Techniques in managing and minimizing aggression 	<ol style="list-style-type: none"> 1. Respect for differences is positively, actively and consistently demonstrated in all work. 2. Confidentiality and privacy of patients is maintained. 3. Courtesy is demonstrated in all interactions with patients, visitors, careers and family. 4. Assistance with the care of patients with challenging behaviors is provided in accordance with established procedures. 	LO3. Act in a respectful manner at all times.	1. Demonstration	<ul style="list-style-type: none"> • Written examination • Interview/ oral examination • Simulation 	

K to 12 TECHNOLOGY AND LIVELIHOOD EDUCATION

**HOME ECONOMICS – CAREGIVING
(Exploratory)**

Content Standard	Performance Standard	Learning Competencies	Project / Activities	Assessment	Duration
<i>Demonstrate understanding of/ on:</i>	5. Techniques are used to manage and minimize aggression.				
<ul style="list-style-type: none"> • Cultures relevant to the particular service • Institutional policy on patient rights and responsibilities 	<ol style="list-style-type: none"> 1. Advice and assistance is received or sought from appropriate sources on own performance. 2. Own work is adjusted, incorporating recommendations that address performance issues, to maintain the agreed standard of patient support. 	LO4. Evaluate own work to maintain a high standard of patient service.	1. Work performance chart.	<ul style="list-style-type: none"> • Written examination • Interview/ oral examination • Practical examination • Direct observation • Checklist for self-evaluation 	
					40 hrs.