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|  | Supplement to vocational qualification certificate(\*) |  http://upload.wikimedia.org/wikipedia/commons/thumb/8/84/Flag_of_Latvia.svg/125px-Flag_of_Latvia.svg.pngLatvia |

Series of vocational qualification certificate \_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_

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| **1. Title of the vocational qualification certificate(1)** |
| ☐ Atestāts par arodizglītību☐ Profesionālās kvalifikācijas apliecībaProfesionālā kvalifikācija: **Māsas palīgs** |
| (1) in the original language |

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| **2. Translation of the title of the vocational qualification certificate(2)** |
| ☐ A certificate of vocational basic education☐ A vocational qualification certificateVocational qualification: **Nursing Assistant**  |
| (2) If applicable. This translation has no legal status. |

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| **3. Competence profile** |
| A nursing assistant is a professional healthcare worker who works in a healthcare institution under the direction of professional clinicians and as part of a patient care team, providing general and specialised patient care within the scope of their competence.Has acquired the competences required to perform the following professional duties and tasks:3.1. Providing the basic principles of care: − prepare for the care process; − prepare the patient for care; − identify patient vital signs.3.2. Ensuring patients' basic needs are met at all levels of care: − support patients of all ages in self-care; − participate in determining the patient's level of care; − ensure adequate fluid and nutritional intake; − ensure the patient is oxygenated; − ensure the patient's urinary elimination processes; − ensure the patient's thermoregulatory processes; − ensure the patient gets a good night's sleep and rest; − provide empathetic, ethical and psycho-emotional support to the patient. 3.3. Providing hygiene procedures: − help the patient undress and dress; − prepare the patient for hygiene procedures and self-care; − make the patient's bed and change the bed linen; − perform daily hygiene procedures appropriate to the patient's age, level of care and functional impairment;− perform hygiene procedures on the patient for specific skin infections; − collect the patient's biological secretions;− perform patient positioning. 3.4. Providing patient care for acute and chronic health conditions in all age groups: − provide first aid in life-threatening situations to patients of all ages; − assess the patient's health status and changes in it; − assist the clinician in the pre-analytical laboratory process; − care for the patient before and during diagnostic and therapeutic procedures and examinations; − care for the patient after diagnostic and therapeutic procedures and examinations;− measure the patient's fluid balance;− assist the clinician in rehabilitation measures to maintain, restore and stabilise the patient's health; − prepare surgical instruments for sterilisation; − provide pre and post surgical care; − care for patients with acute and chronic illnesses; − provide palliative and end-of-life care; − provide post-mortem care. 3.5. Respecting the basic principles of patient rights and safety during the care process: − respect patient rights, confidentiality and safety in the care process; − ensure waste is sorted and disposed of after patient care activities; − clean the premises and tidy up the surroundings; − observe the hygiene and anti-epidemic plan of the institution. 3.6. Adherence to daily hygiene and self-defence rules as a nursing assistant: − observe the rules of daily hygiene and occupational safety in the professional activities of a nursing assistant; − comply with fire safety rules and instructions in emergency situations. 3.7. Observance of the general principles of professional practice: − use the national language; − use one foreign language; − use information and communication technologies in the performance of duties; − act in accordance with the rules of the employment relationship; − work with the care team; − adhere to the principles of multidisciplinary teamwork; − respect the culture of communication and ethical standards in the professional activities; − develop the professional competence of a nursing assistant.Additional competences:* *<<To be completed by the education institution>>;*
* *...;*
* *...;*
* *...*
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| **4. Employment opportunities in line with the vocational qualification(3)** |
| Work in a medical establishment under the supervision of professional medical staff. |
| (3) If possible |

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| **5. Description of the document certifying vocational qualification** |
| **Name and status of the body issuing the vocational qualification certificate** | **National authority providing recognition of the vocational qualification certificate** |
| *<<Full name, address, telephone number, website address; e-mail address of the issuing body.* *Legal status of the issuing body>>* | Ministry of Education and Science of the Republic of Latvia, website: [*www.izm.gov.lv*](http://www.izm.gov.lv) |
| **Level of the vocational qualification certificate****(national or international)** | Assessment scale/Assessment attesting fulfilment of the requirements |
| State-recognised document, corresponding to the third level of the Latvian Qualifications Framework (LQF 3) and the third level of the European Qualifications Framework (EQF 3). | A mark of at least "average - 5" in the vocational qualification examination (using a 10-point scale). |
| **Access to the next level of education** | **International treaties or agreements** |
| Opportunities for education in line with LQF level 4/ EQF level 4. | *<<If applicable.* *To be completed by the education institution in case international treaties or agreements provide for the issue of additional certificates. If not applicable, delete comment>>* |
| **Legal basis** |
| Vocational Education Law (Section 6) |

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| **6. Means of obtaining the vocational qualification certificate** |
| ☐ Formal education:☐ Full-time☐ Full-time (work-based training)☐ Part-time | ☐ Education acquired outside the formal education system |
| **Total duration of training\*\*** (hours/years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **A: Description of the vocational training received** | B: Percentage of total (100%) programme  | C: Duration (hours/weeks) |
| Part of the education programme completed in the education institution | *<<Indicate the amount (%) of the education programme completed on the premises of the education institution>>* | *<<Indicate the amount (in hours or training weeks) of the education programme completed on the premises of the education institution>>* |
| Part of the education programme completed in workplace internship, including work-based training | *<<Indicate the amount (%) of the education programme completed outside the premises of the education institution,**i.e. practical training in enterprises, workplace internships, work-based training>>* | *<<Indicate the amount (in hours or training weeks) of the education programme completed outside the premises of the education institution,**i.e. practical training in enterprises, workplace internships, work-based training>>* |
| **\*\*** Applicable to formal education.**Further information available at:**[*www.izm.gov.lv*](http://www.izm.gov.lv)[*https://visc.gov.lv/profizglitiba/stand\_saraksts\_mk\_not\_626.shtml*](https://visc.gov.lv/profizglitiba/stand_saraksts_mk_not_626.shtml)**National Information Centre:**National Europass Centre in Latvia, [*http://www.europass.lv/*](http://www.europass.lv/) |