

**1. TITLE OF THE CERTIFICATE (HU)**

31 5012 01 ÁPOLÁSI ASSZISZTENS

**2. TRANSLATED TITLE OF THE CERTIFICATE (EN)**NURSING ASSISTANT  
(THIS TRANSLATION HAS NO LEGAL STATUS)**3. PROFILE OF SKILLS AND COMPETENCES****A typical holder of the certificate is able to:**

- carry out basic nursing tasks related to patients under his/her supervision in the scope of his/her activity;
- help in meeting the physiological and higher level needs of ill/healthy individuals of different ages;
- provide help according to the condition and request of the patient in moving, relaxation, nourishing, hygiene as well as in maintenance of excretory functions and appropriate body temperature, and in the provision of oxygen;
- prepare the necessary instruments for different instrumental and laboratory examinations as well as for therapeutic and diagnostic interventions;
- assist in the execution of laboratory and instrumental examinations
- assist the nurse/physician in the execution of diagnostic and therapeutic interventions;
- organise his/her work according to the basic principles of the nursing process;
- maintain a secure environment for nursing, handle infectious materials and instruments according to regulations;
- store instruments, textiles, and bandages of nursing;
- carry out tasks related to medication with respect to oral, transdermal, and transmucosal medication as well as administer sub-cutaneous insulin injection with the guidance of a nurse and on the basis of a physician's written order;
- observe and evaluate symptoms of the patient, note deviation from physiological state;
- apply physiological, patho-physiological and clinical knowledge during his/her work;
- participate in nursing patients of different ages as a ;
- communicate with patients and their relatives, and nursing team members;
- complete nursing documentation related to this/her work;
- fulfil necessary duties related to the deceased;
- provide first aid for accident victims if needed;
- apply medical terminology orally and in writing;
- apply information and communication technology instruments;
- execute his/her work according to the basic principles of the psychology and ethics of nursing;
- continually improve his/her knowledge;
- comply with work safety, fire and accident protection regulations during his/her work.

**4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE**

3239 Nursing assistant

**(\*) Explanatory notes:**

This document is designed to provide additional information about the specified certificate and does not serve as a legal certificate of vocational qualification. The format of the description is based on the following documents:

Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information on transparency is available at: <http://europass.cedefop.europa.eu/>

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## 5. OFFICIAL BASIS OF THE CERTIFICATE

<p><b>Name and status of the institute issuing the certificate</b></p>	<p><b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b></p> <p>In the case of vocational qualifications belonging to the competence of the Ministry of Health (MH), a vocational qualification-related independent professional committee commissioned by the MH.</p>																		
<p><b>Level of the certificate (national or international)</b></p> <p><b>Level of vocational qualification according to the National Qualification Register:</b>                      31 Intermediate vocational qualification entitling the holder to fill positions requiring physical work, which is based on the input theoretical and practical knowledge elements determined in the vocational and examination requirements (hereinafter: input competence) or on the basic school qualification certified with the completion of the eighth grade.</p> <p><b>ISCED97 code:</b> 3CV</p>	<p><b>Grading scale / Pass requirements</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Five -grade:</td> <td style="width: 5%;">5</td> <td style="width: 80%;">excellent</td> </tr> <tr> <td></td> <td>4</td> <td>good</td> </tr> <tr> <td></td> <td>3</td> <td>satisfactory</td> </tr> <tr> <td></td> <td>2</td> <td>pass</td> </tr> <tr> <td></td> <td>1</td> <td>fail</td> </tr> </table> <p>Vocational qualification examination after the completion of vocational training                      Parts of the examination: - Vocational theory                      - Vocational practice</p> <p>A successful vocational qualification examination requires a pass grade both in vocational theory and practice.</p>	Five -grade:	5	excellent		4	good		3	satisfactory		2	pass		1	fail			
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<p><b>Certificate number:</b> PT K</p> <p><b>Serial number:</b> 123456</p> <p><b>Certificate issue date:</b> 2015.11.12</p>	<p><b>Description of vocational theoretical and practical subjects and their grades according to the five-grade scale</b></p> <p><b>1. Grades of vocational theoretical examination subjects</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Topics/subjects of written examination</td> </tr> <tr> <td style="width: 80%;">Vocational studies</td> <td style="width: 20%; text-align: center;">5</td> </tr> <tr> <td>Grade of Written Examination</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="2">Topics/subjects of oral examination</td> </tr> <tr> <td>Complex (Basics of Caring and Nursing, Clinical Nursing)</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Theory</td> <td style="text-align: center;">5</td> </tr> </table> <p><b>2. Assessment of vocational practical preparedness</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Subjects of practical examination</td> </tr> <tr> <td>Solution of Real or Situational Problems (Tasks, Processes) Related to Nursing Tasks in Clinical Environment</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td style="text-align: center;">5</td> </tr> </table>	Topics/subjects of written examination		Vocational studies	5	Grade of Written Examination	5	Topics/subjects of oral examination		Complex (Basics of Caring and Nursing, Clinical Nursing)	5	Grade of Vocational Theory	5	Subjects of practical examination		Solution of Real or Situational Problems (Tasks, Processes) Related to Nursing Tasks in Clinical Environment	5	Grade of Vocational Practice	5
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<p><b>Access to next level of education/training</b></p> <p>To secondary education in order to obtain baccalaureate.</p>	<p><b>International agreements</b></p>																		
<p><b>Other information concerning the vocational training process</b></p>																			
<p><b>Legal basis</b></p> <p>Act LXXVI of 1993 on Vocational Training,                      Decree 27/2001. (VII. 27.) OM of the Minister of Education on the amendment of Decree 7/1993. (XII.30.) MüM of the Minister of Labour on the National Qualification Register,                      Decree no. 26/2001. (VI.27.) OM of the Minister of Education on the general rules and rules of procedure of vocational examinations,                      Government Decree 145/1999. (X.1.) on the implementation of Act XLIII of 1999 on cemeteries and funerals,                      Decree 22/2002. (V.03.) of the Minister of Health (EüM) on vocational and examination requirements of nursing assistant,                      Central/training programme approved by the Minister of Health (EüM) under approval number 20024/2002,                      Decree 24/2000. (IX.1.) of the Minister of Health (EüM) amending certain ministry decrees.</p>																			

## 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of vocational education and training received	Percentage of total programme %	Duration (hours/weeks/months/years)
School-/training centre-based	Theory: 50 % Practice: 50 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2 years

**Entry requirements:**

- Elementary education evidenced by a certificate of completion of the eighth grade, plus reaching the minimum school-leaving age, plus passing the aptitude tests.

**Further information:**

**MANDATORY VOCATIONAL THEORETICAL SUBJECTS**

Filled in by the exam organiser.

**MANDATORY VOCATIONAL PRACTICAL SUBJECTS**

Filled in by the exam organiser.

**Further information (including the description of the national grading method):**

The basis of the grading system is a list of vocational and examination requirements compiled in accordance with uniform criteria and structure, issued in the form of legal regulation that includes the following:

- identification number and description of the vocational qualification as specified in OKJ and the relevant FEOR number,
- school and vocational prequalification required for the start of the training, aptitude and vocational competence requirements and prescribed practice,
- the most typical occupation or activity accessible to the holder of the vocational qualification certificate, the short job description, and the list of related vocational qualifications,
- the duration of the training required for the vocational qualification; maximum number of hours; the ratio of theoretical and practical training; the number of vocational training classes in the vocational training school; the duration of initial training period; the possibility of organising a grade examination assessing the efficiency of practical training,
- occupational requirements of vocational qualification,
- requirements pertaining to vocational examination.

The vocational and examination requirements will be classified by the occupational group committees of the National Qualification Register (OKJ) and by the National Council for Vocational Training, and subsequently they will be issued in the form of legal regulations.

Vocational and examination requirements are available at: <http://www.nive.hu>

This certificate supplement was prepared on the basis of the instruction for filling in the Certificate Supplement published on the homepages of the National Reference Point and the National Europass Centre.

**National Reference Point – NSZFH – <http://nrk.nive.hu>**

Head of Examination Organiser:

Issue date: 2015.11.12

**SEAL**