

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

55-762-06 Szociális, gyermek- és ifjúságvédelmi ügyintéző

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)Social, Child and Youth Protection Administrator
(THIS TRANSLATION HAS NO LEGAL STATUS)**3. PROFILE OF SKILLS AND COMPETENCES****A typical holder of the certificate is able to:**

- receive and inform patients with appropriate empathy and conflict management skills;
- provide assistance in utilising services;
- work in compliance with professional ethical rules.

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

3511 Social worker

(*) 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>Name and status of the institute issuing the certificate</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Ministry of Human Capacities</p>																
<p>Level of the certificate (national or international)</p> <p>Level of vocational qualification according to the National Qualification Register: 55 advanced vocational qualification add-ons, which are based on vocational qualifications requiring the completion of the secondary school leaving exam and may be obtained primarily in formal education</p> <p>ISCED2011 code: 4</p> <p>NQF level:</p> <p>EQF level:</p>	<p>Grading scale / Pass requirements</p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p>																
<p>Certificate number: PT K</p> <p>Serial number: 123456</p> <p>Certificate issue date: 2023.10.02</p>	<p>Results achieved at the examination and their proportion expressed in percentage in the complex mark</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Central written examination</td> <td style="width: 40%;">Decision-preparation and the organisation of services</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 30%; text-align: center;">20.00</td> </tr> <tr> <td>Oral examination</td> <td>Social and child protection administration tasks</td> <td style="text-align: center;">5</td> <td style="text-align: center;">20.00</td> </tr> <tr> <td>Practical examination</td> <td>Management and documentation related tasks in the scope of social and child protection, social and child protection administration</td> <td style="text-align: center;">5</td> <td style="text-align: center;">60.00</td> </tr> <tr> <td colspan="2">Result achieved at the complex vocational examination, expressed in grades.</td> <td style="text-align: center;">5</td> <td></td> </tr> </table>	Central written examination	Decision-preparation and the organisation of services	5	20.00	Oral examination	Social and child protection administration tasks	5	20.00	Practical examination	Management and documentation related tasks in the scope of social and child protection, social and child protection administration	5	60.00	Result achieved at the complex vocational examination, expressed in grades.		5	
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<p>Access to next level of education/training</p> <p>To higher education</p>	<p>International agreements</p>																
<p>Other information concerning the vocational training process</p>																	
<p>Legal basis</p> <p>Act CLXXXVII of 2011 on Vocational Training Decree no. 37/2013 (28 May) of the Ministry of Human Capacities on the professional and examination criteria of vocational qualifications falling within the competence of the Minister of Human Capacities.</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		1 year
<p>Entry requirements:</p> <ul style="list-style-type: none">- Secondary school leaving examination,- 54 762 02 Social work assistant or 54 762 01 Rehabilitation educator, helper professional qualification, <p>Vocational requirement modules:</p> <p>10564-12 Administrative and file management tasks related to social assistance and child protection 10565-12 Social and child protection administration 10566-12 Decision preparation and organisation of services</p> <p>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.</p> <p>National Reference Point – NSZFH – http://nrk.nive.hu</p>		
Head of Examination Organiser: Issue date: 2023.10.02		SEAL