



## 1. TITLE OF THE CERTIFICATE (HU)

52 720 01 Általános ápolási és egészségügyi asszisztens

## 2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

General care and health care assistant  
(THIS TRANSLATION HAS NO LEGAL STATUS)

## 3. PROFILE OF SKILLS AND COMPETENCES

**A typical holder of the certificate is able to:**

- professionally communicate with his or her colleagues, the patients and their relatives;
- inform patients and relatives about consulting hours;
- prepare patients for medical examinations, help them before, during and after exams;
- prepare for interventions, examinations;
- participate in medical interventions and examinations;
- perform patient monitoring, observe and document cardinal symptoms;
- identify symptoms in the patient's health condition;
- identify emergency cases, begin the administration of health services, call for help and ambulance;
- participate in basic care and prevention processes;
- record and archive the completed activities of physicians/assistants in the health care documentation;
- help with the medication upon the doctor's prescription;
- document the required diagnostic examinations, fill out examination requests and medical records, use and interpret diagnostic tests;
- set up appointments for and direct patients;
- call ambulance and keep records of the relevant documentation;
- prepare outpatient care reports;
- keep clinical equipment and instruments in appropriate condition;
- send requests for disposable and consumable products and arrange for their supply;
- keep instruments and devices used during care and in clinics clean and sterile, prepare them for sterilizations, participate in nosomialis surveillance activities;
- create a safe and hygienic environment for patient care;
- treat, prepare for removal and document hazardous wastes;
- participate in the care of people with disabilities, children and adults.

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

3321 General health care 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>Ministry of Human Capacities</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> 52 upper secondary vocational qualifications, which require the completion of the secondary school leaving exam and may be obtained primarily in non-formal education</p> <p><b>ISCED2011 code:</b> 4</p> <p><b>NQF level:</b> 4</p> <p><b>EQF level:</b> 4</p>	<p><b>Grading scale / Pass requirements</b></p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p>																
<p><b>Certificate number:</b> PT K</p> <p>Serial number: 123456</p> <p><b>Certificate issue date:</b> 2020.11.27</p>	<p><b>Results achieved at the examination and their proportion expressed in percentage in the complex mark</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Central written examination</td> <td style="width: 40%;">Reproducing theoretical knowledge</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 30%; text-align: center;">25.00</td> </tr> <tr> <td>Oral examination</td> <td>Practical reproduction of theoretical knowledge necessary for the performance of health care assistant tasks.</td> <td style="text-align: center;">5</td> <td style="text-align: center;">25.00</td> </tr> <tr> <td>Practical examination</td> <td>Performance of care and assistant tasks</td> <td style="text-align: center;">5</td> <td style="text-align: center;">50.00</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	Reproducing theoretical knowledge	5	25.00	Oral examination	Practical reproduction of theoretical knowledge necessary for the performance of health care assistant tasks.	5	25.00	Practical examination	Performance of care and assistant tasks	5	50.00	Result achieved at the complex vocational examination, expressed in grades.		5	
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<p><b>Access to next level of education/training</b></p> <p>Advancement to higher education</p>	<p><b>International agreements</b></p>																
<p><b>Other information concerning the vocational training process</b></p> <p>General care and health care assistants perform their work in in-patient institutes, home care and hospice services as members of the care team, under the instruction of the caretaker, in clinics or care centres under the instruction of doctors, as members of the health care team independently or in cooperation with others. They promote and ensure the conditions for patient care, provide assistance in interventions, or in the performance of instrumental and physical examinations. Perform organisational and operative management tasks. They have the necessary skills for establishing contacts, perform their work as a profession, comply with its ethical and legal standards.</p>																	
<p><b>Legal basis</b></p> <p>Act CLXXXVII of 2011 on Vocational Training 23/2018. (VII. 18.) EMMI Decree amending the EMMI Decree 27/2016 (IX. 16.) on professional and examination requirements for vocational qualifications in the field of human resources.</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: 60 % Practice: 40 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2000 hours
<p><b>Entry requirements:</b></p> <ul style="list-style-type: none"><li>- Secondary school leaving examination</li><li>- Requirements for medical fitness shall be met</li></ul> <p><b>Vocational requirement modules:</b></p> <p>11498-12 Employment I (for courses based on secondary school-leaving examination)</p> <p>11499-12 Employment II.</p> <p>11500-12 Occupational health and safety</p> <p>11221-16 Basic care</p> <p>11110-16 Basic knowledge of healthcare</p> <p>11222-16 Clinical studies</p> <p>11635-16 Health care assistant tasks</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><b>National Reference Point – NSZFH – <a href="http://nrk.nive.hu">http://nrk.nive.hu</a></b></p>		
Head of Examination Organiser: Issue date: 2020.11.27		<b>SEAL</b>