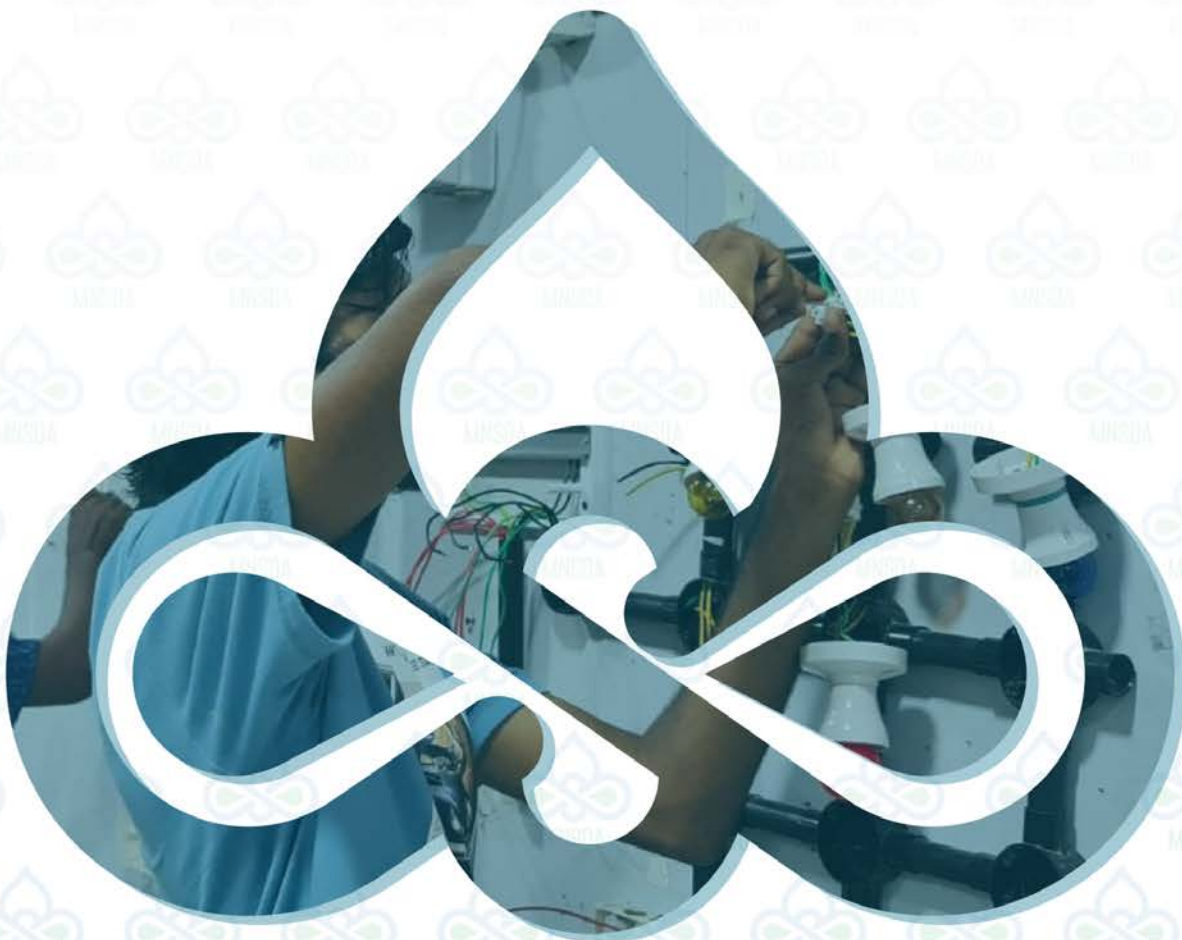




Maldives National Skills Development Authority



National Competency Standard for School Health Officer

Standard Code: SOC-09L4-V2-24

Qualification Name: National Certificate IV in School Health Officer

FOREWORD

The pivotal role of the Maldives National Skills Development Authority (MNSDA) in meticulously implementing and expanding Technical and Vocational Education & Training (TVET) exemplifies the steadfast commitment of the Maldives to build a skilled and resilient workforce. This commitment is evident from the strategic formulation of National Standards and the establishment of a comprehensive framework for training and certification.

Under the Higher Education and Training Act 7/2021, the MNSDA assumes an instrumental role, reflecting the government's unwavering dedication to streamlining TVET policies and procedures. This includes the establishment of a robust system for accrediting and registering both Institution Based Training (IBT) and Employer Based Training (EBT) providers. The MNSDA's active involvement in conducting the National Apprenticeship Program (NAP), National Trade Testing and Certification (NTTC), and the issuance of National Certificates reflects a comprehensive approach to ensure elevated quality standards and competency within the workforce.

The National Competency Standards (NCS) revised through the Maldives Enhancing Employability and Resilience of Youth (MEERY) project accentuates the commitment to updating and sustaining contemporary skill sets aligned precisely with industry demands. Deliberate efforts to revise existing NCS, coupled with the development of curriculum, teaching materials, resource books, and logbooks, attest to our dedication to ensuring the ongoing relevance and currency of the TVET system in the Maldives.

The active engagement of Technical Panels and Employment Sector Councils in the NCS development and approval process, coupled with alignment to the Maldives National Qualification Framework (MNQF) and accreditation by the Maldives Qualifications Authority (MQA), certifies that the TVET system not only remains highly responsive but also ensures the quality standards demanded by industries. This approach enables the system to effectively meet the diverse needs of industries and adapt to the evolving economic landscape.


The collaborative development of the National Certificate IV in School Health Officer by the MNSDA, MEERY, and the Maldives Institute of Technology exemplifies the practical implementation of TVET initiatives. This training package represents a critical stride towards addressing the requisite skills while fostering opportunities to integrate sustainable economic development within the TVET framework.



Dr. Zahra Mohamed

Chief Executive Officer

Maldives National Skills Development Authority

EMPLOYMENT SECTOR COUNCILS			
#	Name	Designation	Organisation
01	Saudath Afeef	Director	Ministry of Youth Empowerment, Information and Arts
02	Miruzza Mohamed	Deputy Director General	Ministry of Climate Change, Environment and Energy
03	Alfeen Adnan Ismail	Allied Health Council Member	Maldives Allied Health Council
04	Abdul Wahid Mohamed	Director	FENAKA Corporation Limited
05	Ali Shareef	Director	Villa College / Centre for Foundation Studies
06	Salma Hassan	Industry Expert	-
07	Hamid Abdul Ghafoor	Industry Expert	-
08	Shiuna Khalid	Assistant Director	Ministry of Sports, Fitness and Recreation
09	Mariyam Nizama	Director	Maldives National Skills Development Authority
National Occupational Standard has been endorsed by:			
 <p>Hamid Abdul Ghafoor Chairperson Social Sector Council</p>			
<p>Maldives National Skills Development Authority Umar Zahir Office Building, 5th Floor, Orchidmaa Hingun, Hulhumale', Republic of Maldives.</p>			
Date of Endorsement: 05.05.2025			

TECHNICAL SUPPORT			
#	Name	Designation	Organisation
01			
02			

TECHNICAL PANEL MEMBERS			
#	Name	Designation	Organisation
01	Fathimath Azza	Director General	Ministry of Education
02	Hussain Rasheed Moosa	Deputy Director General	Ministry of Education
03	Shifaza Adam	Senior Lectuer	Maldives National University
04	Salma Hassan	Council member	Maldives Nursing and Midwifery Council

VERSION	DEVELOPER	DATE	STANDARD CODE
V2	Maldives Institute of Technology	18.02.2024	SOC-09L4-V2-24

Standard Review Process

To begin with, school health officer occupation competencies were profiled through study of the occupations across the Maldivian workplaces aligned to the principles of "Functional Analysis", a methodology used for reviewing Competency Standards. Referred occupational profiling process compared existing competency units incorporated within the National Competency Standard of Level IV in School Health Officer program.

Draft Review of the occupational standard is then compiled and submitted to the Technical Panel (TP) organised by the Maldives National Skills Development Authority (MNSDA). The Draft Standard is then edited based on comments from TP members under the direct observation of MNSDA. With series of reviewing and editings, TP approved standard is then tabled at Employment Sector Council (ESC) meeting for endorsement.

All the Standards of MNSDA are endorsed from the ESC before being published on its website.

Description of “School Health Officer”

The program centres on providing individuals with fundamental competencies crucial for effective School Health processes. Participants will acquire practical insights into basic techniques and practices.

The certification serves as an entry point for individuals venturing into the field of School Health Officer in the Maldives, providing a robust foundation in the fundamental skills necessary.

Recommended changes to the existing National Certificate IV in School Health Officer Standard

Following changes recommended by the Technical Panel (TP) and endorsed by the relevant ESC for the National Certificate IV in School Health Officer Standard are as follows.

1. *Strengthen soft skills and recommended to include common modules used in the current Competency Standards of MNSDA*
2. *The existing modules have been thoroughly updated and revamped to align seamlessly with modern, cutting-edge approaches, ensuring relevance and up-to-date content.*

Job opportunities upon completion of “National Certificate IV in School Health Officer”

Upon successful completion of the National certificate IV in School Health Officer, students can work in the following jobs.

1. *Assistant School Health and Safety Officer*

KEY FOR CODING

Coding Competency Standards and Related Materials

DESCRIPTION	REPRESENTED BY
Industry Sector as per ESC (Three letters)	Construction Sector (CON) Fisheries and Agriculture (FNA) Information, Communication and Technology (ICT) Transport Sector (TRN) Tourism Sector(TOU) Social Sector (SOC) Foundation (FOU)
Standard Number - Occupation with in an industry sector	Two digits 01-99
Common Competency	CM
Core Competency	CC
Unit Number - Occupation with in an Standard	Three digits 01-99
MNQF level of qualification	L1, L2, L3, L4 etc.
Version Number	V1, V2 etc.
Separator	-
Year of Last Review of standard, qualification	Two digits responding to the year of last review, example 23 for the year 2023
Qualification Code	Refers to Standard code in cover page

1. Endorsement Application for Qualification 01		
2. NATIONAL CERTIFICATE IV IN SCHOOL HEALTH OFFICER		
3. Qualification code: SOC-09L4-V2-24		Total Number of Credits: 130
4. Purpose of the qualification The recipients of this level four qualification are specifically equipped to gain comprehensive knowledge, valuable practical skills, and essential competencies essential for aiding schools in implementing health and safety interventions.		
5. Regulations for the qualification		National Certificate IV in the occupation of School Health Officer will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11+12+13+14+15+16+17+18+19
6. Schedule of Units		
Unit No.	Unit Title	Code
Common Competencies		
01	Apply occupational health and safety requirements	SOC-02-CM01-V2-24
02	Practice effective workplace communication	SOC-01-CM03-V2-24
03	Perform computer operations	SOC-01-CM06-V2-24
04	Provide first aid	SOC-02-CM02-V2-24
Core Competencies		
05	Maintain ethical standards and professionalism	SOC-09-CC01-V2-24
06	Anticipating emergencies and disasters	SOC-09-CC02-V2-24
07	Demonstrate knowledge on basic human anatomy and physiology	SOC-09-CC03-V2-24
08	Provide psychological first aid	SOC-09-CC04-V2-24
09	Promote health and wellbeing in the community	SOC-09-CC05-V2-24
10	Manage and prevent communicable diseases	SOC-09-CC07-V2-24
11	Manage children with special needs	SOC-09-CC07-V2-24
12	Apply policy strategies and handle equipment	SOC-09-CC08-V2-24
13	Create awareness on physical activity	SOC-09-CC09-V2-24
14	Develop school-based health promotion and health program	SOC-09-CC10-V2-24
15	Provide information on mental health well-being	SOC-09-CC11-V2-24
16	Prevent physical and sexual abuse in school	SOC-09-CC12-V2-24
17	Assess growth monitoring	SOC-09-CC13-V2-24

18	Perform oral, visual and hearing check-up	SOC-09-CC14-V2-24
19	Promoting adolescent sexual and reproductive health	SOC-09-CC15-V2-24
7. Accreditation requirements		The training provider should have a relevant practical training facility to provide the trainees with hands-on experience related to this qualification and 1300 hours of practical experience.
8. Recommended sequencing of units		As appearing under the section 06

Unit Details

Unit No.	Unit Title	Code	Level	No. of credits	Credit hours	Contact hours
1	Apply occupational health and safety requirements	SOC-02-CM01-V2-24	III	4	40	20
2	Practice effective workplace communication	SOC-01-CM03-V2-24	III	5	50	25
3	Perform computer operations	SOC-01-CM06-V2-24	III	3	30	15
4	Provide first aid	SOC-02-CM02-V2-24	III	5	50	25
5	Maintain ethical standards and professionalism	SOC-09-CC01-V2-24	IV	5	50	25
6	Anticipating emergencies and disasters	SOC-09-CC02-V2-24	IV	6	60	30
7	Demonstrate knowledge on basic human anatomy and physiology	SOC-09-CC03-V2-24	IV	10	100	50
8	Provide psychological first aid	SOC-09-CC04-V2-24	IV	10	100	50
9	Promote health and wellbeing in the community	SOC-09-CC05-V2-24	IV	6	60	30
10	Manage and prevent communicable diseases	SOC-09-CC07-V2-24	IV	6	60	30
11	Manage children with special needs	SOC-09-CC07-V2-24	IV	10	100	50
12	Apply policy strategies and handle equipment	SOC-09-CC08-V2-24	IV	6	60	30
13	Create awareness on physical activity	SOC-09-CC09-V2-24	IV	6	60	30
14	Develop school-based health promotion and health program	SOC-09-CC10-V2-24	IV	10	100	50
15	Provide information on mental health well-being	SOC-09-CC11-V2-24	IV	6	60	30
16	Prevent physical and sexual abuse in school	SOC-09-CC12-V2-24	IV	8	80	40
17	Assess growth monitoring	SOC-09-CC13-V2-24	IV	6	60	30
18	Perform oral, visual and hearing check-up	SOC-09-CC14-V2-24	IV	10	100	50
19	Promoting adolescent sexual and reproductive health	SOC-09-CC15-V2-24	IV	8	80	40
Total				130	1300	650

Packaging of National Qualifications:

National certificate IV in School Health Officer will be awarded to those who are competent in units
1+2+3+4+5+6+7+8+9+10+11+12+13+14+15+16+17+18+19

Qualification Code: SOC-09L4-V2-24

COMPETENCY BASED ASSESSMENT

The final assessment of the National Competency-Based Programmes conducted by the Maldives National Skills Development Authority (MNSDA) is a competency-based assessment.

The Competency-Based Assessment ensures that the students' performance meets the requirements specified in the National Competency Standards (NCS). This assessment approach is designed to verify that graduates are job-ready and meet established occupational competency requirements within their respective fields.

Eligibility for Final Assessment

To be eligible for the final Competency-Based Assessment, students must fulfil the following conditions:

- achieve a **minimum of 80%** attendance
- deemed competent in each of the units of the programme in the pre-assessment

Competency-Based Assessment Process

Upon submission of the Pre-assessment report by the training provider, MNSDA will check for all the necessary supporting documents and conduct Competency-Based Assessment through a National Assessor registered with MNSDA. It is important to note that any trainer involved in the training process is **not permitted** to conduct the assessment to maintain impartiality and integrity of the process.

The final Competency-Based Assessment conducted by MNSDA includes both:

- **Theory:** Evaluating students' knowledge and understanding of key theoretical aspects of the competency.
- **Practical:** Assessing hands-on skills and application of knowledge in real-world or simulated environments.

Once the assessment is completed, the National Assessor will send the Competency-Based Assessment Report to MNSDA.

Competency Status Requirement

For certification to be granted, the student must be officially declared "**Competent**" in each of the units of the programme by the National Assessor.

Conclusion

Competency-Based Assessment is a critical component in ensuring the quality and credibility of technical and vocational skills-based training. By adhering to the outlined procedure, MNSDA upholds the standards required to certify students who are fully prepared to meet industry demands.