

## 1. TITLE OF THE CERTIFICATE <sup>(1)</sup>

**Hooldustöötaja, tase 4**

<sup>(1)</sup> in the original language

## 2. TRANSLATED TITLE OF THE CERTIFICATE <sup>(1)</sup>

**Care worker, level 4**

<sup>(1)</sup> if applicable. This translation has no legal status.

## 3. PROFILE OF SKILLS AND COMPETENCIES

Personal care worker is a qualified employee who has acquired by corresponding training program necessary specialist knowledge and skills for taking care, guiding and rehabilitation of persons in need of assistance.

Personal care worker is a welfare service and health care professional. The aim of his/her work is to support and help the person in need of assistance with organising a dignified life and achieving the quality of life as high as possible. He/she takes care of satisfying the physical, social and psychological needs of the person in need of assistance, supervises and supports them. Personal care worker helps the person in need of assistance in case of functional disorders and rehabilitation, assisting to recover, attain and retain health, and supports him/her when death is approaching.

Personal care worker works with people of different age and cultural background who due to their life situation or for some other reason need help, care, guidance or support.

In his/her work the personal care worker is guided by the integrity and the needs, strength reserves, coping skills and beliefs in supporting self-sufficiency of the person in need of assistance. Personal care worker follows the human rights, professional ethics and the principles of equal treatment.

Personal care worker cooperates and communicates with the person in need of assistance, those closest to him or her, relatives and other network professionals. The essentiality of work of personal care worker requires consistent individual development and a lifelong learning.

### Mandatory competencies

- 1) Helping the person in need of assistance with daily activities and caretaking
- 2) Helping the person in need of assistance with household duties and housing arrangement

### Optional competences

- 1) Supervising and organising teamwork
- 2) Work with children
- 3) Work with elderly
- 4) Work with people with special needs

### Universal competencies

- 1) Making contact, upkeep and socializing with the person in need of assistance and his/her network
- 2) Assessment of factors affecting the health and coping with life of the
- 3) Providing first aid
- 4) Communication
- 5) Using a computer

### <sup>(\*)</sup>Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: 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 available at: <http://europass.cedefop.europa.eu/en/home>

#### 4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE <sup>(1)</sup>

Personal care worker, caregiver, social worker, nurse, attendant.

<sup>(1)</sup> If applicable

#### 5. OFFICIAL BASIS OF THE CERTIFICATE

<b>Name and status of the body awarding the certificate</b> The occupational certificate that has been issued by the professional council that operates under the activity license issued by a Awarding Body	<b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b> Sector Skills Council approved by a Regulation of the Government of the Republic
<b>Level of the certificate (national or international)</b> Estonian Qualifications Framework level 4 European Qualifications Framework level 4	<b>Grading scale / Pass requirements</b> On the basis of documents
<b>Access to next level of education/training</b>	<b>International agreements</b>
<b>Legal basis</b> Occupational Qualifications Act (RT I 2008, 24, 156; 01.09.2008)	

#### 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

In order to obtain a occupational certificate, the applicant has to prove all his/her competencies required by the occupational standard and by the procedure for awarding of occupational qualification established by the body awarding the occupational qualification.

**More information** (including a description of the national qualifications system) available at:  
[www.kutsekoda.ee](http://www.kutsekoda.ee)