



香港學術及職業資歷評審局  
Hong Kong Council for Accreditation of  
Academic & Vocational Qualifications

**SUMMARY ACCREDITATION REPORT**

**CARITAS INSTITUTE OF COMMUNITY EDUCATION**

**LEARNING PROGRAMME RE-ACCREDITATION**

**CERTIFICATE IN CHILD CARE AND DEVELOPMENT  
(SENIOR SECONDARY APPLIED LEARNING)**

**CERTIFICATE IN HEALTH CARE PRACTICE  
(SENIOR SECONDARY APPLIED LEARNING)**

**NOVEMBER 2021**

## 1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1331), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO), was commissioned by Caritas Institute of Community Education (Operator) to conduct a Learning Programme Re-accreditation (re-LPA) Exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in AAVQO to determine whether the following programmes of the Operator meet the stated objectives and Hong Kong Qualifications Framework (HKQF, or in short QF) Level 3 standard and can continue to be offered as accredited programmes:
  - (i) Certificate in Child Care and Development (Senior Secondary Applied Learning); and
  - (ii) Certificate in Health Care Practice (Senior Secondary Applied Learning)
- (b) To issue to the Operator accreditation report(s) setting out the results of the determination in relation to (a) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A site visit between the accreditation panel and representatives of the Operator took place on 7 October 2021.

## 2. HKCAAVQ'S DETERMINATION

### Learning Programme Re-accreditation

#### **Certificate in Child Care and Development (Senior Secondary Applied Learning)**

2.1 HKCAAVQ has determined that the Certificate in Child Care and Development (Senior Secondary Applied Learning) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 January 2024 to 31 December 2026.

#### 2.2 **Validity Period**

2.2.1 The validity period will commence on the date specified below.

2.3 The determinations on the Learning Programme Re-accreditation are specified as follows:

<b>Name of Operator(s)</b>	Caritas Institute of Community Education 明愛社區書院
<b>Name of Award Granting Body</b>	Caritas Institute of Community Education 明愛社區書院

<b>Title of Learning Programme</b>	Certificate in Child Care and Development (Senior Secondary Applied Learning) 幼兒發展（高中應用學習）證書
<b>Title of Qualification(s) (Exit Award(s))</b>	Certificate in Child Care and Development (Senior Secondary Applied Learning) (QF Level 3) 幼兒發展（高中應用學習）證書（資歷架構第3級）
<b>Primary Area of Study and Training</b>	Education
<b>Sub-area (Primary Area of Study and Training)</b>	Education and Teacher Education
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 3
<b>QF Credits</b>	27
<b>Mode(s) of Delivery and Programme Length</b>	Full-time, 24 months 270 notional learning hours (including 180 contact hours)
<b>Intermediate Exit Award(s)</b>	Not applicable
<b>Validity Period</b>	1 January 2024 to 31 December 2026
<b>Number of Enrolment(s)</b>	Two enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 203 learners per year Maximum of 29 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This course is approved by the Education Bureau. 此課程經教育局批核。

	This programme includes Field Attachment for 1 QF credit to be conducted in 12 hours. 此課程包括 12 小時的實習，佔 1 資歷學分。
<b>Address of Teaching/ Training Venue(s)</b>	<p>(1) Caritas Institute of Community Education – Hung Hom 5 Dyer Avenue, Hung Hom, Kowloon 明愛社區書院 – 紅磡 九龍紅磡戴亞街 5 號</p> <p>(2) Caritas Institute of Community Education – Fanling 3/F, Car Park No. 1, Cheung Wah Estate, Fanling, New Territories 明愛社區書院 – 粉嶺 新界粉嶺祥華村一號停車場三樓</p> <p>(3) Caritas Institute of Community Education – Tuen Mun Units 21-34, G/F, Wu Yuet House, Wu King Estate, Tuen Mun, N.T. 明愛社區書院 – 屯門 新界屯門湖景邨湖月樓地下 21-34 室</p> <p>(4) Premises of Secondary Schools choosing Mode 2 for class arrangement (Required to furnish with the standard facilities related to the programme) 選擇模式二上課安排之中學校舍（須設有課程相關的標準設備）</p>

### **Certificate in Health Care Practice (Senior Secondary Applied Learning)**

2.4 HKCAAVQ has determined that the Certificate in Health Care Practice (Senior Secondary Applied Learning) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 January 2024 to 31 December 2026.

#### **2.5 Validity Period**

2.5.1 The validity period will commence on the date specified below.

2.6 The determinations on the Learning Programme Re-accreditation are specified as follows:

<b>Name of Operator(s)</b>	Caritas Institute of Community Education 明愛社區書院
<b>Name of Award Granting Body</b>	Caritas Institute of Community Education 明愛社區書院
<b>Title of Learning Programme</b>	Certificate in Health Care Practice (Senior Secondary Applied Learning) 健康護理實務（高中應用學習）證書

<b>Title of Qualification(s) (Exit Award(s))</b>	Certificate in Health Care Practice (Senior Secondary Applied Learning) (QF Level 3) 健康護理實務（高中應用學習）證書（資歷架構第3級）
<b>Primary Area of Study and Training</b>	Medicine, Dentistry and Health Sciences
<b>Sub-area (Primary Area of Study and Training)</b>	Health Care
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 3
<b>QF Credits</b>	27
<b>Mode(s) of Delivery and Programme Length</b>	Full-time, 24 months 270 notional learning hours (including 180 contact hours)
<b>Intermediate Exit Award(s)</b>	Not applicable
<b>Validity Period</b>	1 January 2024 to 31 December 2026
<b>Number of Enrolment(s)</b>	Two enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 440 learners per year Maximum of 40 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This course is approved by the Education Bureau. 此課程經教育局批核。
<b>Address of Teaching/ Training Venue(s)</b>	See Appendix 1

## 2.7 Recommendation(s)

HKCAAVQ offers the following recommendations for continuous improvement.

<b>Recommendations</b>
<p style="text-align: center;"><b><u>Certificate in Child Care and Development (Senior Secondary Applied Learning)</u></b></p> <p><u>Recommendation 1</u></p> <p>The Operator should consider refining the first written assessment by requiring learners to identify different development milestones and the respective characteristics through observations. It facilitates learners to achieve the stated learning outcomes progressively and ensures the assessment measuring the learners' attainment of the intended learning outcomes effectively.</p> <p style="text-align: center;"><b><u>Both programmes</u></b></p> <p><u>Recommendation 2</u></p> <p>The Operator should strengthen and document the monitoring mechanism of Continuous Professional Development requirement for the part-time teaching staff to ensure that they can equip the up-to-date information/knowledge to align with the on-going development of the programmes.</p>

- 2.8 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.

## 3. INTRODUCTION

- 3.1 Caritas Institute of Community Education (CICE), as a self-financing academic institute, is one of the major collaborative partners of government bureaus and statutory bodies. Currently, CICE offers a range of full-time Higher Diplomas and other diverse learning programmes.
- 3.2 The programmes have been approved by the quality assurance mechanism of Education Bureau (EDB) as Applied Learning Courses. A differentiation approach has been adopted in the Learning Programme Re-accreditation Exercise, the accreditation processes are customized, the amount of evidence collection is reduced. The Operator is not required to submit documents under Domains of

Competence: LPA-2 “Learner Admission and Selection” and LPA-6 “Learning, Teaching and Enabling Resources/Services”.

#### **4. PROGRAMME DETAILS**

The following is the programme information provided by the Operator.

##### **4.1 Programme Objectives**

###### **Certificate in Child Care and Development (Senior Secondary Applied Learning)**

1. Providing students with the fundamental knowledge of theories of child development and early childhood education;
2. Providing students with activities to familiarize them with the responsibilities and commitments required for the profession in the industry;
3. Providing students with an understanding of a wide range of learning and teaching strategies for children with diverse learning needs; and
4. Providing students with opportunities to explore different supportive learning environments for children with diverse learning needs in the field of early childhood settings.

###### **Certificate in Health Care Practice (Senior Secondary Applied Learning)**

1. Developing students’ understanding of the fundamental theories and concepts relevant to health care through application and practice;
2. Developing students’ generic skills and increase their mindfulness through health care study and practical session which can be transferred to other areas of learning and new contexts; and
3. Providing students with opportunities to explore their career interest in various health care professions.

##### **4.2 Programme Intended Learning Outcomes**

###### **Certificate in Child Care and Development (Senior Secondary Applied Learning)**

Upon completion of the programme, students should be able to:

- PILO-1. Demonstrate an understanding of the foundation knowledge of child development;
- PILO-2. Design and implement activities for children with diverse learning needs;
- PILO-3. Discuss the required characteristics and work ethics for early childhood education practitioners;
- PILO-4. Evaluate learning environment of young children to ensure their health and safety to facilitate their effective learning;
- PILO-5. Apply the concepts and knowledge learned to implement effective teaching strategies in early childhood education settings; and
- PILO-6. Enhance self-understanding for further studies and career development in the related field.

**Certificate in Health Care Practice (Senior Secondary Applied Learning)**

Upon completion of the programme, students should be able to:

- PILO-1. Demonstrate a basic understanding of the concepts, principles and operations of the health care industry;
- PILO-2. Apply the knowledge of health care to identify specific medical conditions and basic nursing skills to provide care services in selected clinical settings;
- PILO-3. Demonstrate basic analytical, problem-solving, and decision-making skills in tackling health care problems;
- PILO-4. Employ effective communication skills collaborating with teammates to provide patient-centred care services;
- PILO-5. Demonstrate basic pharmaceutical knowledge, dispensing skills, and competence in first aid and nursing skills;
- PILO-6. Recognise the professional ethics and demonstrate positive values and attitudes of health care practitioners; and
- PILO-7. Develop self-understanding for further studies and career development in the related field.

4.3 Programme Structure

**Certificate in Child Care and Development (Senior Secondary Applied Learning)**

Module Title	QF Credits
Child Development	27
Children's Health and Safety	
Early Childhood Education in Hong Kong	
Early Childhood Professional Development	
(Elective A) Language Learning Environment and Teaching Strategies*	
(Elective B) Interventions as a Teaching Strategies*	
Micro-teaching Project	
<b>Total</b>	<b>27</b>

\* Learners select one of the elective topics.

**Certificate in Health Care Practice (Senior Secondary Applied Learning)**

Module Title	QF Credits
Overview of Health Care Industry in Hong Kong	27
Human Physiology and Pathology	

Immunology and Infectious Diseases	
Pharmacology	
First Aid	
Nursing Practice	
Food and Nutrition	
Medical Laboratory Science	
Basic Physiotherapy Skills (Lifting and Transferring)	
Maternal and Child Care	
Simulation Ward Training and Industry Sharing	
Healthy Ageing & Gerontechnology	
<b>Total</b>	<b>27</b>

#### 4.4 Graduation Requirements

##### **Certificate in Child Care and Development (Senior Secondary Applied Learning)**

An average of 50 marks of all assessments with attendance rate of 80% or above.

Note: The learner results will be moderated by the HKEAA to ensure consistency of assessment standards.

##### **Certificate in Health Care Practice (Senior Secondary Applied Learning)**

An average of 50 marks of all assessments with attendance rate of 80% or above.

Note: The learner results will be moderated by the HKEAA to ensure consistency of assessment standards.

#### 4.5 Admission Requirements

##### **Certificate in Child Care and Development (Senior Secondary Applied Learning)**

This is a Senior Secondary Applied Learning Course. Applicants have to meet the admission requirements set by the Education Bureau.

##### **Certificate in Health Care Practice (Senior Secondary Applied Learning)**

This is a Senior Secondary Applied Learning Course. Applicants have to meet the admission requirements set by the Education Bureau.

## **5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT**

### **5.1 Variation and withdrawal of this Accreditation Report**

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.
- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.
- 5.1.4 The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

### **5.2 Appeals**

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Variation or Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.

5.2.4 Please refer to Cap 592A ([www.elegislation.gov.hk](http://www.elegislation.gov.hk)) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at: [www.hkqf.gov.hk](http://www.hkqf.gov.hk).

### 5.3 **Qualifications Register**

5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the QR at [www.hkqr.gov.hk](http://www.hkqr.gov.hk) for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.

5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

Ref: VA128/02/21a-22a

**Address of Teaching/ Training Venue(s)**

**Certificate in Health Care Practice (Senior Secondary Applied Learning)**

- (1) Caritas Jockey Club Institute of Community Education – Tsuen Wan  
146 Chung On Street, Tsuen Wan, N.T.  
明愛賽馬會社區書院 – 荃灣  
新界荃灣眾安街 146 號
- (2) Caritas Institute of Community Education – Tin Hau  
1/F, SUP Tower, 75 – 83 King’s Road, North Point, Hong Kong  
明愛社區書院 – 天后  
香港英皇道 75 至 83 號聯合出版大廈一樓
- (3) Caritas Institute of Community Education – Yaumati  
4 Cliff Road, Yaumati, Kowloon  
明愛社區書院 – 油麻地  
九龍油麻地石壁道 4 號
- (4) Caritas Institute of Community Education – Fanling  
3/F, Car Park No. 1, Cheung Wah Estate, Fanling, New Territories  
明愛社區書院 – 粉嶺  
新界粉嶺祥華村一號停車場三樓
- (5) Caritas Institute of Community Education – Tuen Mun  
Units 21-34, G/F, Wu Yuet House, Wu King Estate, Tuen Mun, N.T.  
明愛社區書院 – 屯門  
新界屯門湖景邨湖月樓地下 21-34 室
- (6) Premises of Secondary Schools choosing Mode 2 for class  
arrangement (Required to furnish with the standard facilities related to  
the programme)  
選擇模式二上課安排之中學校舍（須設有課程相關的標準設備）

**HKCAAVQ Report No.: 21/146**