



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

ACCREDITATION REPORT (SUMMARY)

Hong Kong Institute of Technology

Learning Programme Accreditation

Certificate in Progression Training for Care Workers

September 2017

This accreditation report is issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) in its capacity as the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO). This report outlines the HKCAAVQ's determination, the validity period of the determination as well as any conditions or restrictions on the determination.

1. Introduction

- 1.1 Hong Kong Institute of Technology is a self-financed tertiary institute offering a wide range of programmes at post-secondary levels from Diploma Yi Jin to Associate Degree, and to overseas Bachelor Degree and Master Degree.
- 1.2 Based on the Service Agreement, HKCAAVQ was commissioned by Hong Kong Institute of Technology (香港科技專上書院) (the Operator) to conduct a Learning Programme Accreditation exercise to assess and determine whether Certificate in Progression Training for Care Workers achieves the stated objectives and meets the Qualifications Framework (QF) standard at QF Level 2.
- 1.3 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. A site visit took place on 28 July 2017.

2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, HKCAAVQ makes the following accreditation determination:

Approval

Name of Operator(s)	Hong Kong Institute of Technology 香港科技專上書院
Name of Award Granting Body	Hong Kong Institute of Technology 香港科技專上書院
Title of Learning Programme	Certificate in Progression Training for Care Workers 護理員進階訓練證書
Title of Qualification(s) (Exit Award(s))	Certificate in Progression Training for Care Workers 護理員進階訓練證書
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Elderly Care Service
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable

Industry	Not applicable
Branch	Not applicable
QF Level	Level 2
QF Credits	44
Mode(s) of Delivery and Programme Length	Full-time: 3 months; Part-time: 6 months 440 notional learning hours (including 160 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	The validity period shall commence on 1 February 2018 and end on 31 January 2020.
Number of Enrolment(s)	Six enrolments per year
Maximum Number of New Students	Maximum of 210 learners per year Maximum of 35 learners per class
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Notes to be indicated on the QR	Not applicable
Address of Teaching/ Training Venue(s)	(1) 213 Nam Cheong Street, Sham Shui Po, Kowloon 九龍深水埗南昌街 213 號 (2) Shop A, G/F & Whole 1/F, Charming Garden, 638 Cheung Sha Wan Road, Kowloon 九龍長沙灣道 638 號長盛豪苑地下 A 舖及 1 樓全層

Recommendation(s)
<ol style="list-style-type: none"> 1. The Operator should provide clear guidelines to learners and teachers to encourage learners to maximise the effectiveness of the self-study hours. 2. The Operator should provide all personnel involved in programme development, delivery and review the opportunities to visit residential care homes for the elderly. The site visits will help them to be updated of the operation of the industry, in particular, the needs and challenges faced by care workers in discharging their duties. 3. The Operator should prepare a customised list of internet resources that are relevant to the needs of learners to support their learning in this programme.

3. Programme Details

The following is the programme information provided by the Operator.

3.1 Programme Objectives

隨着香港人口迅速老化，醫療服務的需求亦將增加，加上預期壽命的延長，高齡長者比率增長的速度相對會更快。估計香港未來十年會對安老服務有很大的需求。香港的護理服務長期面對嚴重人手短缺，要滿足護理及安老服務，必須要培訓具合適資歷的工作人員。本課程由五個單元組成；1) 中文通用能力、2) 英文通用能力、3) 數學運算能力、4) 資訊科技通用能力及 5) 安老服務基本知識，目的在於提升在職護理員語言、數學、資訊科技、人際溝通等方面的基本技能，從而讓學員認識基本健康護理的通用能力，協助個人持續發展並提供晉升階梯。

3.2 Programme Intended Learning Outcomes

- PILO1: 掌握提供長者護理的基本能力和技巧；
- PILO2: 應用基本中英文於護理工作；
- PILO3: 應用基本數理運算於護理工作；
- PILO4: 掌握基礎應用資訊科技於護理工作；
- PILO5: 認識基本藥物管理的知識；及
- PILO6: 認識與長者及其家人溝通技巧。

3.3 Programme Structure

Module Title	Unit of Competency	QF Credit
基本護理應用中文	GCCH201A(C) GCCH206A(C) GCCH208A GCCH210A	
Foundation English for Care Workers	GCEN203A GCEN205A GCEN206A	
基本護理應用數學	GCNU201A GCNU203A GCNU211A GCNU212A	
基本資訊科技應用	GCIT208A GCIT209A GCIT210A GCIT213A	
基本安老服務	106214L2 106215L2	
Total		44

3.4 Graduation Requirements

- Achieving overall 40 marks in each module plus attendance rate at or above 70%

3.5 Admission Requirements

- At least 18 years of age; and
- Completion of Form 3 or equivalent; and
- At least 3 years of working experience as a care worker in Residential Care Homes for the Elderly or Persons with Disabilities

4. Appeal

- 4.1 If the Operator is aggrieved by the determination made in this accreditation report, then pursuant to Part 3 of the Accreditation of Academic and Vocational Qualifications Ordinance (AAVQO) (Cap 592) 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. Please refer to Cap. 592A (<http://www.legislation.gov.hk/eng/home.htm>) 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 <http://www.hkqf.gov.hk>.

5. Substantial Change

- 5.1 The accreditation status of the learning programme(s) will lapse upon the expiry of the validity period or HKCAAVQ may withdraw the accreditation status at any time during the validity period if there are substantial changes made to the programme(s) that have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. The Guidance Notes can be downloaded from the HKCAAVQ website.

6. Qualifications Register

- 6.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register (QR) at <http://www.hkqr.gov.hk> for recognition under the Qualifications Framework (QF). Operators should apply separately to have their quality-assured qualifications entered into the QR.
- 6.2 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.

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