Health Care Foundation Standards:
Eleven standards comprise the Health Care Foundation Standards category of the National Health Care Skill Standards. Prior to entering the health care workforce or entering into postsecondary preparation, learners will be proficient in the foundation standards. They are as follows:

1 Academic Foundation
Health care workers will know the academic subject matter required for proficiency within their area. They will use this knowledge as needed in their role.

2 Communications
Health care workers will know the various methods of giving and obtaining information. They will communicate effectively, both orally and in writing.

3 Systems
Health care workers will understand how their role fits into their department, their organizations, and the overall health care environment. They will identify how key systems affect services they perform and quality of care.

4 Employability Skills
Health care workers will understand how employability skills enhance their employment opportunities and job satisfaction. They will demonstrate key employability skills and will maintain and upgrade skills, as needed.

5 Legal Responsibilities
Health care workers will understand their legal responsibilities, limitations and implications of their actions within the health care delivery setting. They will perform their duties according to regulations, policies, laws and legislated rights of clients.

6 Ethics
Health care workers will understand accepted ethical practices with respect to cultural, social and ethnic differences within the health care environment. They will perform quality health care delivery.

7 Safety Practices
Health care workers will understand the existing and potential hazards to clients, co-workers and self. They will prevent injury or illness through safe work practices and follow health and safety policies and procedures.

8 Teamwork
Health care workers will understand the roles and responsibilities of individual members as part of a health care team, including their ability to promote the delivery of quality health care. They will interact effectively and sensitively with all members of the health care team.
9 Health Maintenance Practices
Health care workers will understand the fundamentals of wellness and the prevention of disease processes. They will practice preventive health behaviors among clients.

10 Technical Skills
Health care workers will apply technical skills required for all career specialties. They will demonstrate skills and knowledge as appropriate.

11 Information Technology Skills
Health care workers will use information technology applications required within all career specialties. They will demonstrate use as appropriate to health care applications.
Health Science

Cluster Knowledge and Skill Statement

Academic Foundations

Statement: Health care workers will know the academic subject matter required for proficiency within their area. They will use this knowledge as needed in their role. In additions to state high school graduation requirements, the following are included:

Performance Element: Use a knowledge of human structure and function.

Measurement Criteria: Describe the basic structures and functions of cells, tissues, organs, and systems as they relate to homeostasis.

Measurement Criteria: Compare relationships among cells, tissues, organs, and systems.

Measurement Criteria: Explain body planes, directional terms, quadrants, and cavities.

Measurement Criteria: Analyze the interdependence of the body systems as they relate to wellness, disease, disorders, therapies, and care rehabilitation.

Performance Element: Use a knowledge of diseases and disorders.

Measurement Criteria: Compare selected diseases/disorders including respective classification(s), causes, diagnoses, therapies, and care/rehabilitation to include biotechnological applications.

Measurement Criteria: Analyze methods to control the spread of pathogenic microorganisms.

Measurement Criteria: Contrast various types of immunities.

Measurement Criteria: Analyze body system changes in light of diseases, disorders and wellness.

Measurement Criteria: Compare the aging process among the body systems.
Cluster Knowledge and Skill Statement

Communications

Statement: Health care workers will know the various methods of giving and obtaining information. They will communicate effectively, both orally and in writing.


- **Measurement Criteria:** Adjust communication to other’s ability to understand.
- **Measurement Criteria:** Apply the elements of communication using the sender-receiver model.
- **Measurement Criteria:** Apply active listening skills using reflection, restatement, and clarification techniques.
- **Measurement Criteria:** Demonstrate courtesy to others including self-introduction.
- **Measurement Criteria:** Interpret verbal and non-verbal behaviors to augment communication and within scope of practice.
- **Measurement Criteria:** Demonstrate interviewing skills.

Performance Element: Demonstrate written communication skills.

- **Measurement Criteria:** Report relevant information in order of occurrence.
- **Measurement Criteria:** Report subjective information.
- **Measurement Criteria:** Report objective information.
- **Measurement Criteria:** Analyze communications for appropriate response and provide feedback.
- **Measurement Criteria:** Organize, write and compile technical information and summaries.
- **Measurement Criteria:** Use medical terminology within a scope of practice in order to interpret, transcribe and communicate information, data and observations.
Health Science

Cluster Knowledge and Skill Statement

Information Technology Applications

Statement: Health care workers will use information technology applications required within all career specialties. They will demonstrate use as appropriate to health care applications.

Performance Element: Utilize Communication Technology.

**Measurement Criteria:** Organize records and files to maintain data as required.

**Measurement Criteria:** Use communication technology (Fax, E-mail, Internet) to access and distribute date and other information.
Health Science

Cluster Knowledge and Skill Statement

Systems

Statement: Health care workers will understand how their role fits into their department, their organization and the overall health care environment. They will identify how key systems affect services they perform and quality of care.

  Measurement Criteria: Describe systems theory and its’ components.
  Measurement Criteria: Construct a general systems model using inputs, throughputs, and a feedback loop.

Performance Element: Understand the Health Care Delivery System.
  Measurement Criteria: Construct a healthcare delivery system model.
  Measurement Criteria: Predict where and how factors such as cost, managed care, technology, an aging population, access to care, alternative therapies, and lifestyle/behavior changes may affect various health care delivery system models.
  Measurement Criteria: Project outcomes as interconnected components of a modified health care system.
  Measurement Criteria: Calculate the cost effectiveness of two separate health care delivery systems using the same client procedure.

Performance Element: Describe Health Care Delivery System Results.
  Measurement Criteria: Diagram the interdependence of health care professions within a given health care delivery system and pertaining to the delivery of quality health care.
  Measurement Criteria: Design a system analysis process that evaluates the following outcomes; client satisfaction, productivity, cost effectiveness, and efficiency.
  Measurement Criteria: Evaluate the impact of enhanced technology on the health care delivery system.

Performance Element: Understand System Change.
  Measurement Criteria: Analyze the cause and effect on health care system change based on the influence of: technology, epidemiology, bio-ethics, socio-economics, and various forms of complimentary (non-traditional) medicine.
Health Science

Cluster Knowledge and Skill Statement

Safety, Health, and Environmental

Statement: Health care workers will understand the existing and potential hazards to clients, co-workers, and self. They will prevent injury or illness through safe work practices and follow health and safety policies and procedures.

Performance Element: Understand infection control.
  Measurement Criteria: Practice infection control procedures.
  Measurement Criteria: Practice appropriate cleaning, disinfecting, and sterilizing processes.
  Measurement Criteria: Contrast medical and surgical asepsis.

Performance Element: Employ personal safety practices.
  Measurement Criteria: Manage a personal exposure incident in compliance with OSHA regulations.
  Measurement Criteria: Apply principles of body mechanics and ergonomics.
  Measurement Criteria: Use personal protective equipment as appropriate to the environment.

Performance Element: Use techniques to insure environmental safety.
  Measurement Criteria: Modify the environment to create safe working conditions.
  Measurement Criteria: Demonstrate methods of fire prevention in the health care setting.
  Measurement Criteria: Practice good housekeeping by maintaining a safe work environment.

Performance Element: Identify common safety hazards.
  Measurement Criteria: Use Materials Safety Data Sheets (MSDS).
  Measurement Criteria: Adhere to hazardous labeling requirements.
  Measurement Criteria: Comply with safety signs, symbols, and labels.
  Measurement Criteria: Take appropriate action when observing a hazardous material problem.
  Measurement Criteria: Apply safety principles within given environment.
  Measurement Criteria: Handle hazardous chemicals commonly used in the health care environment in an appropriate manner.

Performance Element: Use emergency procedures and protocols.
  Measurement Criteria: Interpret the evacuation plan for the health care setting.
  Measurement Criteria: Construct an emergency plan for a health care setting in response to a natural disaster or other emergency.
  Measurement Criteria: Follow the facility procedure when a fire is discovered.

Statement: Health care workers will understand the fundamentals of wellness and the prevention of disease processes. They will practice preventive health behaviors among the clients.

Performance Element: Describe healthy behaviors.
  Measurement Criteria: Apply behaviors that promote health and wellness.
  Measurement Criteria: Advocate available preventive health screening and examinations.
  Measurement Criteria: Use practices that promote the prevention of disease and injury.
  Measurement Criteria: Use appropriate safety practices as related to high-risk behaviors.
Cluster Knowledge and Skill Statement

**Measurement Criteria:** Evaluate the validity of alternative health practices.
Health Science

Cluster Knowledge and Skill Statement

Leadership and Teamwork

Statement: Health care workers will understand the roles and responsibilities of individual members as part of the health care team, including their ability to promote the delivery of quality health care.

Performance Element: Describe health care teams.

Measurement Criteria: Apply the team concept in providing quality patient care.
Measurement Criteria: Recognize characteristics of effective teams.
Measurement Criteria: Analyze roles of various team participants.
Measurement Criteria: Respond to given critical situations.
Measurement Criteria: Accept compromise as necessary to ensure a best outcome.

Performance Element: Describe team member participation.

Measurement Criteria: Communicate verbally and nonverbally with team colleagues to assure a best result for the client.
Measurement Criteria: Collaborate with others to formulate team objectives.
Measurement Criteria: Act responsibly as a team member, competing assigned tasks in a timely and effective manner.
Measurement Criteria: Actively listen to other team members.
Measurement Criteria: Exercise leadership skills as appropriate.
Measurement Criteria: Respect and value the expertise and contributions of all team members.
Measurement Criteria: Work collaboratively with persons from diverse backgrounds to accomplish a common goal.
Measurement Criteria: Apply corrective action to an acknowledged conflict situation.
Health Science

Cluster Knowledge and Skill Statement

Ethics and Legal Responsibilities

Statement:  Health care workers will understand the legal responsibilities, limitations, and implications of their actions within the health care delivery setting.

Performance Element:  Describe legal implications.

Measurement Criteria:
- Analyze legal responsibilities, limitations, and implications of actions.
- Use problem solving techniques when confronted with legal dilemmas or issues.
- Compare and contrast behaviors and practices that could result in malpractice, liability, or negligence.
- Comply with policies and requirements for documentation and record keeping.
- Comply with established risk management criteria and procedures.
- Determine when an incident is reportable.
- Comply with non-discriminatory laws.
- Comply with institutional policy and procedure.

Performance Element:  Describe legal practices.

Measurement Criteria:
- Perform duties according to regulations, policies, laws, and legislated rights of clients.
- Maintain clients’ rights according to the Patients’ Bill of Rights.
- Maintain confidentiality.
- Practice within licensure, certification, registration, and legislated scope of practice.
- Apply the doctrine of informed consent.
- Evaluate technological threats to confidentiality.
- Follow mandated standards for workplace safety, i.e., OSHA, CDC, CLIA.
- Apply mandated standards for harassment, labor, and employment laws.

Statement:  Health care workers will understand accepted ethical practices with respect to cultural, social, and ethnic differences within the health care environment. They will perform quality health care delivery.

Performance Element:  Describe legal and ethical boundaries.

Measurement Criteria:
- Differentiate between morality and ethics and the relationship of each to health care outcomes.
- Differentiate between ethical and legal issues impacting health care.
- Contract personal, professional, and organizational ethics.
- Analyze legal and ethical aspects of confidentiality.
- Discuss bio-ethical issues related to health care.
- Analyze and evaluate the implications of medical ethics.
Cluster Knowledge and Skill Statement

Performance Element: Describe ethical practice.

**Measurement Criteria:** Demonstrate professionalism when interacting with fellow students, co-workers, and the organization.

**Measurement Criteria:** Respect interdisciplinary roles of team members.

**Measurement Criteria:** Report activities and behaviors by self and others that adversely affect the health, safety, or welfare of students, clients, or co-workers.

**Measurement Criteria:** Demonstrate fairness and equal treatment of all persons.

**Measurement Criteria:** Practice responsibly within the ethical framework of the Patients' Bill of Rights.

**Measurement Criteria:** Value clients' independence and determination.

Performance Element: Understand cultural, social, and ethnic diversity.

**Measurement Criteria:** Discuss the impact of religions and cultures on those giving and receiving health care with an understanding of past and present events.

**Measurement Criteria:** Demonstrate respect of individual cultural, social, and ethnic diversity within the health care environment.
Cluster Knowledge and Skill Statement

Employability and Career Development

Statement: Health care workers will understand how employability skills enhance their employment opportunities and job satisfaction. They will demonstrate key employability skills and will maintain and upgrade skills, as needed.

Performance Element: Use Key Employability Skills.

Measurement Criteria: Adapt to the dynamics of change.

Measurement Criteria: Adopt personal appearance and hygiene habits appropriate to the health care environment and industry expectations.

Measurement Criteria: Practice personal integrity and honesty.

Measurement Criteria: Evaluate work assignments and initiate action with confidence commensurate with work assignment.

Measurement Criteria: Formulate solutions to problems using critical thinking skills (analyze, synthesize, evaluate) independently and in teams.

Measurement Criteria: Interact appropriately and respectfully with diverse ethnic, age, cultural, religious, and economic groups in various employment and social situations.

Measurement Criteria: Exhibit respectful and empathetic behavior when interacting with peers, superiors, subordinates, and customers in one-on-one and group situations.

Measurement Criteria: Follow attendance policies of the employer or educational institution.

Measurement Criteria: Accept responsibility for own actions.

Performance Element: Use Interpersonal Communications.

Measurement Criteria: Communicate in a straightforward, understandable, accurate, and timely manner.

Measurement Criteria: Listen attentively to verbal instruction, requests, and other information to verify accuracy.

Measurement Criteria: Provide written communication that is accurate and grammatically correct, using nomenclature appropriate to the environment.

Measurement Criteria: Interpret technical materials used for health care practices and procedures.

Performance Element: Evaluate need for personal growth and development.


Measurement Criteria: Manage time, prioritize responsibilities, and meet completion dates as specific by employer and client.

Measurement Criteria: Show enthusiasm and commitment by meeting expectations and priorities of the organization.

Performance Element: Utilize Career Decision-making Strategies.

Measurement Criteria: Explore a potential health science career path in at least one of the following health care services: diagnostic, therapeutic, information, or environmental.

Measurement Criteria: Consider levels of education, credentialing requirements, employment opportunities, workplace environments, and career growth potential for a service area.
Cluster Knowledge and Skill Statement

Technical Skills

Statement: Health care workers will apply technical skills required for all career specialties. They will demonstrate skills and knowledge as appropriate.

Performance Element: Understand occupational safety techniques.

Measurement Criteria: Apply Standard Precautions as described in the rules and regulations set forth by the Occupational Safety and Health Administration (OSHA).

Measurement Criteria: Demonstrate safety procedures to protect clients, co-workers, and self.

Measurement Criteria: Obtain Cardiopulmonary Resuscitation (CPR) certification.

Measurement Criteria: Obtain First Aid Certification.