

List of Competencies for On-the-Job Training (OJT)

Work-Study Diploma in Nursing

SN	Year 1.1 Skills
1	Perform hand hygiene
2	Don and removal of personal protective equipment (PPE)
3	Manage of waste (general and hazardous) and spillage
4	Practise Standard, Contact, Airborne or isolation precautions
5	Perform vital signs - Temperature, - Pulse Rate, - Respiration Rate, - Blood Pressure, - Pain score, - Apex beat, - SpO2.
6	Perform bed bath/assisted shower (includes oral hygiene, grooming, continence and bowel care)
7	Perform perineal and genital care
8	Assist with toileting (bedpan, urinal, commode)
9	Care of incontinence patient
10	Apply urosheath
11	Care of patients with indwelling catheter
12	Teach, perform and assist patients with Range of Motion (ROM) exercise
13	Care of patients on functional mobility aids/devices
14	Apply appropriate and evaluate - patients positioning, - lifting & transferring techniques
15	Insert oropharyngeal airway
16	Perform oro/naso-pharyngeal suctioning
17	Implement and evaluate the use of incentive spirometry
18	Teach and evaluate coughing and deep breathing exercises
19	Implement and evaluate the use of oxygen therapy
20	Perform tracheostomy care (including suctioning)
21	Perform nutritional assessment
22	Perform oral feeding
23	Prepare feeds and ensure fluid consistency (thickener)
24	Insert nasogastric tube

25	Remove nasogastric tube
26	Perform intake and output balance recording
27	Perform enteral tube feeding: bolus/intermittent/continuous
28	Use and care of feeding pumps

SN	Year 1.2 Skills
1	Perform gastrotomy /jejunostomy feeding
2	Collect laboratory specimens (urine/stool/sputum/blood)
3	Perform admission, transfer & discharge of patients
4	Perform fall risk assessment/ precautions
5	Perform skin integrity assessment including pressure injury risk assessment
6	Care of pressure injuries/decubitus ulcers
7	Apply, monitor and evaluate the use of pressure relieving devices
8	Apply, monitor and evaluate the use of physical restrainers
9	Monitor and transfer patients to & from operating theatre and procedural centres
10	Perform death procedures
11	Administer, monitor and care of IV fluid
12	Administer, monitor and care of blood and blood products
13	Operate infusion and syringe pumps
14	Perform 12 leads ECG and interpret basic rhythm
15	Perform wound assessment, wound dressing and document using a wound chart
16	Perform removal of stitches/staples/drains/ catheters
17	Apply, monitor and evaluate the use of wound products
18	Educate clients and family in wound dressing/care
19	Perform chest tube care

SN	Year 2.1 Skills
	Administer, monitor and evaluate of the different routes of medication. Recognize and apply indications, contraindications, precautions, adverse effects and client education on effects of medications, including drug allergy of the following medications:
1	Oral and enteral
2	Intramuscular (IM) injection
3	Subcutaneous (SC) injection
4	Intravenous (IV)
5	Rectal/vaginal

6	Nebulizer and inhaler
7	Topical administration
8	Apply 5 Rights of medication
9	Perform drug calculation
10	Perform drug reconstitution
11	Manage controlled medications
12	Perform peripheral blood glucose monitoring
13	Perform glucometer calibration
14	Perform diabetic foot screening and provide patients education on diabetic foot care
15	Perform neurovascular assessment
16	Care of patients on continuous passive movement therapy
17	Perform basic health assessment and re-assessment where appropriate

SN	Year 2.2 Skills
1	Care of patients with stoma
2	Perform gastric aspiration (intermittent/manual modes)
3	Perform female adult urinary catheterisation
4	Assist in male adult urinary catheterisation
5	Perform continuous bladder washout
6	Remove urinary catheter
7	Perform bladder scan
8	Perform handover of patient
9	Develop plan of care, treatment and discharge planning.
	SPECIAL POSTING – Mental Health
1	Perform mental health assessment
2	Assist in structured activities

SN	Year 3.1/3.2 Skills
1	Perform neurological assessment (Conscious level Chart and Glasgow Coma Scale)
2	Assist and care of patients lumbar puncture procedure
3	Use of manual resuscitator (include function test)
4	Perform Automated External Defibrillation (AED)/Assist in defibrillation
5	Check of resuscitation trolley
6	Assist in administration of emergency drugs
7	Perform IV cannulation

8	Perform venepuncture
9	Care of patients on total parenteral nutrition
10	Care of patients pre and post operatively (including diagnostic procedures)
11	Perform post-operative/procedural monitoring and observations (include sedation level and conscious level)
12	Care of patients with different modes of anaesthesia: general, regional, local etc
	SPECIAL POSTING – Women & Child
1	Perform infant bath/ sponging
2	Perform bottle feeding
3	Perform diaper changing

Note:

Company must be able to provide OJT for 100% of the List of Competencies (Standard).

MODULE SYNOPSIS – WSDip in Nursing

Course Objective

This course equips trainees with the skills, knowledge and professional attributes to apply concepts of professionalism in the delivery of care to the patients. Trainees will also apply principles of safe drug administration, key concepts of clinical reasoning, critical thinking and problem-solving skills in making decision to formulate holistic nursing care plans.

Modules Synopsis

Pathophysiology & Pharmacology I

On completion of the module, trainees should be able to understand the basic make up of human body at the cell, cellular organisation and organs system. Trainees should be able to apply the acquired knowledge of anatomy, physiology & pathological diseases of the cardiovascular, respiratory, gastrointestinal, integumentary and immune system. The principles and concepts in the used of pharmacology agents in the management of various disease conditions should enable trainees to integrate pathophysiology and pharmacology in their nursing practice.

Health Psychology & Sociology

On completion of the module, trainees should be able to relate the theories and concepts in psychology and sociology in the healthcare settings as a nurse while providing care to the patients. Acquire knowledge specific to health psychology that focuses on the individual's behaviours in terms of health and illness and the social- cultural perspectives of health and illness. Trainees also should be able to examine psychological and sociological issues specific to health and illness and the critical aspect of psychosocial dimension of health and illness.

Essentials in Pharmacology

On completion of the module, trainees should be able to incorporate medicine science and medication administration in the safe delivery of care to patients. Trainees should be able to apply principles of safe drug administration including drug regulations and standards, apply basic concepts of mathematics in drug calculations/ reconstitution, the concepts of pharmacodynamics and pharmacokinetics, therapeutic effects, contraindications, nursing considerations and health education of drugs.

Applied Clinical Science I

On completion of the module, trainees will be equipped with basic knowledge and essential skills fundamental to nursing practice including meeting the needs of the patient in their activities of daily living using the nursing process framework and key concepts of clinical reasoning, critical thinking, problem solving in making decision to formulate nursing care plans. Trainees will also be equipped with knowledge of common disease process, medical management and nursing care of patients with cardiovascular, respiratory and integumentary disorders.

Community Nursing & Elder Care

On completion of the module, trainees should be equipped with the knowledge and skills to provide care in the community using the nursing process approach. Coverage of the module includes the role of the community nurse, which the trainees should be able to plan illness/disease preventive strategies for the elderly, family and the community through various community support/aids/resources and health education with the acquired knowledge. The module also prepares the trainee to provide quality and holistic care for the elderly in the community.

Effective Communication & Health Education

On completion of this module, trainees should be able to apply effective communication skills when interacting with the healthcare team, patients and their families. The module covers a wide range of communication approaches such as oral presentation, writing skills and the used of media literacy to present ideas. Equipped with communication skills, the trainees should be able to apply the principles of teaching, coaching and supervising in patient health education and care giver training.

MODULE SYNOPSIS – WSDip in Nursing

Nursing Practice & Simulation I

On completion of the module, trainees should be able to practise nursing care of patients who required basic needs including activities of daily living with cardiovascular, respiratory and integumentary disorders. Through simulation of work situations, trainees will be able to apply the nursing process framework to problem-solved nursing problems identified and make appropriate clinical decisions.

Health Assessment

On completion of the module, trainees should be able to perform health assessment by applying the principles and techniques in physical assessment, health history taking and data collection to determine the care of patients. Trainees should integrate concepts and theories of biological, psychological and social-cultural knowledge that impact health promotion, disease prevention and care of illness.

Pathophysiology & Pharmacology II

On completion of the module, trainees should be able to apply the acquired knowledge of anatomy and physiology of the endocrine, musculoskeletal, nervous, renal and reproductive system and related pathophysiology diseases. The trainees are introduced to common cancers among the different genders, basic principles of nutrition and nutrition disorders. The principles and concepts in the use of pharmacology agents in the management of various disease conditions should enable trainees to integrate pathophysiology and pharmacology in their nursing practice.

Mental Health & Wellness

On completion of the module, trainees should be able to display fundamental knowledge of mental health and wellness in their care of patient with mental health conditions. The trainees should be able to explore the acquired knowledge of mental health assessment, the legal and ethics issues involved in mental health nursing, the disease process, treatment modalities, nursing care, health education and their roles as a nurse.

Applied Clinical Science II

On completion of the module, trainees will be equipped with knowledge of common disease process, medical management and nursing care of patients with endocrine, digestive, musculoskeletal, urinary, hepatobiliary, special senses, immunological, hematologic and reproductive disorders. Trainees should be able to identify nursing problems, integrate the concepts of clinical reasoning, critical thinking and clinical decision to formulate nursing care plans using the nursing process framework. This module also equips trainee with knowledge and skills to care for neonate/infant.

Research & Evidence-Based Practice

On completion of the module, trainees should be able to incorporate the best and latest evidence practice through a process of research on relevant evidence in practice, formulate evidence questions, appraising, applying and evaluating results. The process strengthens the trainees the ability to think critically, apply problem-solving and decision-making skills from the evidence collected from their nursing practices.

Law & Ethics in Healthcare

On completion of the module, trainees should be able to apply the concepts of professionalism in delivery of nursing care; the medico-legal-ethical frameworks and considerations in the perspectives relevant to nursing practice.

Technology in Healthcare

On completion of the module, trainees should be able to equip with the knowledge, skills and attitudes to technology used to improve the quality, accessibility and efficiency of healthcare services. The module covers basic concepts and principles of technology in nursing practice such as telehealth, artificial intelligence, robotics, wearable devices, digital health platforms, its benefits,

MODULE SYNOPSIS – WSDip in Nursing

challenges and the impacts of nursing informatics and technology to aid in the delivery care to the patients. Trainees should be able to examine the ethical and legal implications of technology in the course of their nursing practice.

Nursing Practice & Simulation II

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Palliative Care

On completion of the module, trainees should be able to apply the philosophy and principles of palliative care. Equipped with the knowledge and skills in pain management, symptoms management, cultural & spiritual considerations, loss, grief and bereavement, the trainees would be able to carry out their role as a nurse in palliative care settings. The trainees should be able to integrate ethical consideration and apply effective communication when handling end of life care.

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Sustainability & Workplace Safety in Healthcare

On completion of the module, trainees should be able to relate principles of sustainability and explore the various sustainability approaches in the workplace as they meet the health needs of the patients. This includes the principles of safety and quality improvement in nursing practice and adhering the occupational health and safety practices under Workplace Safety and Health (WSH) Act in the course of their nursing practice.

Applied Clinical Science III

On completion of the module, trainees will be equipped with knowledge and skills of common disease process, medical management and nursing care of patients with nervous system disorders. The module will cover the theoretical and practical aspects of providing quality care to patients with complex and life-threatening conditions in specialised discipline such as emergency, critical care

MODULE SYNOPSIS – WSDip in Nursing

and operating theatre nursing. Trainees should be able to identify nursing problems, integrate the concepts of clinical reasoning, critical thinking and clinical decision to formulate nursing care plans using the nursing process framework.

Nursing Management, Leadership & Preceptorship

On completion of the module, trainees should be able to apply the concepts and principles of nursing management, such as planning, organising, and staffing. The module will explore the roles and responsibilities of nurse leaders, such as visioning, motivating, and empowering. Trainees will be able to practice their preceptorship skills such as assessing, facilitating, evaluating and supporting the learning needs of junior nurses. The application of effective communication, delegation, and strategic utilisation of resources would prepare trainee to take on higher nursing practice.

Women & Child Health

On completion of the module, trainees should be equipped with knowledge and skills of the diseases processes in obstetrics and gynaecological and paediatric settings. Trainees should be able to apply the nursing process framework in the management of patient care.

21 Nursing Practice & Simulation III

On completion of the module, trainees should be able to practise nursing care of patients who required basic needs including activities of daily living in specialised discipline such as emergency, critical care and operating theatre nursing. The module will cover the theoretical and practical aspects of providing quality care to patients with complex and life-threatening conditions. Through simulation of work situations, trainees will be able to apply the nursing process framework to problem-solved nursing problems identified and make appropriate clinical decisions.

Company Project

On completion of this module, trainees should be able to apply the acquired course competencies in an authentic project that would value-add to the company.

Workplace Clinical Practice I

On completion of the module, trainees should be able to integrate theory and practice in the delivery of safe care to meet the fundamental needs of the adult patients with common cardiovascular, respiratory and integumentary disorders in a variety setting including community nursing. Trainees should be able to apply clinical decision making and critical thinking skills within the nursing process framework to formulate nursing care plans.

Workplace Clinical Practice II

On completion of the module, trainees should be able to integrate theory and practice in the delivery of safe care to meet the fundamental needs of the adult patients with common endocrine, digestive, musculoskeletal, urinary, hepatobiliary, special senses, immunological, hematologic and reproductive disorders in a variety setting including eldercare. Trainees should be able to apply clinical decision making and critical thinking skills within the nursing process framework to formulate nursing care plans.

Workplace Clinical Practice III

On completion of the module, trainees should be able to integrate theory and practice in the delivery of safe care to meet specific needs to patients with complex and life-threatening conditions in specialised discipline such as emergency, critical care and operating theatre nursing. Trainees should acquire the necessary skills to provide care for patients with mental illness, as well as for children and women with altered health conditions. Trainees should be able to apply clinical decision making and critical thinking skills within the nursing process framework to formulate nursing care plans to areas.

Pre-Registration Clinical Practice (PRCP)

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On completion of the module, trainees should be able to consolidate their theory and practice to achieve the standard of competency required of a beginning practitioner and facilitates their transition to practice. Trainee will learn to use a structured approach to organise and manage an assigned patient group in compliance with legal, ethical and professional practice frameworks.

On-the-Job Training

On completion of the module, trainees should be able to apply the skills and knowledge acquired at ITE College and workplace to take on the full job scope, including supervisory function where appropriate, at the company

TRAINING PATTERN SCHEDULE

WSDip in Nursing

Block Release - Trainees attend daily lessons at ITE for a continuous period and then resume the next block of OJT at the workplace.

April'26 Intake	April – June 2026	ITE Vacation (June) 4 weeks	July – September 2026	ITE Vacation (Sept) 2 weeks	October – December 2026	ITE Vacation (Dec) 4 weeks	January – March 2027	ITE Vacation (March) 2 weeks
1st Year Off-JT @ ITE	8 weeks block		Clinical Placement		8 weeks block		Clinical Placement	
April'26 Intake	April – June 2027	ITE Vacation (June) 4 weeks	July – September 2027	ITE Vacation (Sept) 2 weeks	October – December 2027	ITE Vacation (Dec) 4 weeks	October – December 2028	ITE Vacation (March) 2 weeks
2nd Year Off-JT @ ITE	8 weeks block		Clinical Placement		8 weeks block		Clinical Placement	
April'26 Intake	April – June 2028	ITE Vacation (June) 4 weeks	July – September 2028	ITE Vacation (Sept) 2 weeks	October – December 2028	ITE Vacation (Dec) 4 weeks	January – March 2029	ITE Vacation (March) 2 weeks
3rd Year Off-JT @ ITE	8 weeks block		Clinical Placement		Clinical Placement		10 weeks OJT (PRCP)	
<p align="center">WSDip Programme 2026 Start: 1 April 2026 End: 31 March 2029 Duration: 3 years</p> <p align="center">⚠ Final results release may be later than programme end date</p>								