

Reference No.																		
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SELF-ASSESSMENT GUIDE

Qualification	CAREGIVING (Newborn to Pre-schooler) NC II		
Certificate of Competency (COC 3)	Provide care and support to toddler (1 to 3 years old)		
Units of Competency Covered	<ul style="list-style-type: none"> • Participate in the implementation and monitoring of toddler's care plan • Develop the ability to recognize growth and development of toddler • Perform caring skills for toddler 		
Instruction: Read each question and check the appropriate column to indicate your answer.			
Can I?	YES	NO	
PARTICIPATE IN THE IMPLEMENTATION AND MONITORING OF TODDLER'S CARE PLAN			
• Explain details of care plan, including parents'/support team member's/authorized persons' participation in the care plan			
• Prepare support activities for toddler's according to approved plan			
• Interpret and clarify caregiver's own roles and responsibilities in toddler care according to confirmed plan			
• Provide, monitor and/or seek assistance in support/care activities based on care plan *			
• Maintain safe, hygienic and infection controlled environment (room, crib/bed, linens and pillow)*			
• Identify potential or actual risks present, and what proper response is needed			
• Communicate with parents'/support team member's/authorized persons' on concerns regarding provision of care and support *			
• Document/record relevant information on care and support *			
DEVELOP THE ABILITY TO RECOGNIZE GROWTH AND DEVELOPMENT OF TODDLER			
• Nurture gross and fine motor, including dentition (teeth growth) and physical development needs of toddler *			
• Toilet train toddler, based on established guidelines for successful toilet training *			
• Nurture social, emotional and cognitive development of toddler, including provision of appropriate toys, play and language development *			
• Identify and manage temper/tantrum based on stages of growth and development *			
• Identify and minimize anxiety and fears of toddler based on stages of growth and development *			

• Practice safety measures, including avoiding hazards or common accidents and car safety *		
• Nurture feeling of security and trust and allowable autonomy of toddlers*		
• Document/record the social, intellectual and emotional development of toddler, following established procedure*		
PERFORM CARING SKILLS FOR TODDLER		
• Encourage mother to continue breastfeeding as needed, following established guidelines, ex. proper positioning, infection control		
• Prepare milk formula according to prescribed procedure, including cleaning, sterilization of bottles and other utensils *		
• Feed toddler as scheduled and according to prescribed procedure, quantity, frequency and nutritional requirements *		
• Identify and prepare bathing paraphernalia in accordance with established procedure		
• Prepare toddler for bathing, including taking vital signs and practice of oral hygiene, based on established procedure *		
• Bathe and dress/undress toddler according to established procedure*		
• Change diaper following established procedure, including safety practice and use of appropriate supplies according to practice of proper disposal of used diaper *		
• Prepare and demonstrate how to put toddler to sleep based on established procedure, including conditioning of healthy sleeping patterns *		
• Confirm understanding of medicine administration to toddlers, to include dosage instructions, reading medication abbreviations, 10 Rights of Medication		
• Demonstrate ability to assess toddler's reactions to medications *		
• Document/record toddler's growth and development*		
• Complete tasks as scheduled *		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name and Signature		Date

NOTE: *Critical aspects of competency