



BOARD OF SCHOOL EDUCATION HARYANA

Syllabus and Chapter wise division of Marks (2026-27)

Class-11th

Subject: Healthcare

Code: PCA 973

General Instructions:

1. There will be an Annual Examination based on the entire syllabus.
2. The Annual Examination will be of 60/2=30 marks, Practical Examination will be of 50 marks and 20 marks weightage shall be for Internal Assessment.
3. For Practical Examination:
 - i) Practical File of 25 marks.
 - ii) One activity of 10 marks.
 - iii) Viva-voce of 15 marks.
4. For Internal Assessment:

There will be Periodic Assessment that would include:

- i) For 6 marks- Three SAT exams will be conducted and will have a weightage of 06 marks towards the final Internal Assessment.
- ii) For 2 marks- One half yearly exam will be conducted and will have a weightage of 02 marks towards the final Internal Assessment.
- iii) For 2 marks- Subject teacher will assess and give maximum 02 marks for CRP (Class room participation).
- iv) For 5 marks- A project work to be done by students and will have a weightage of 05 marks towards the final Internal Assessment.
- v) For 5 marks- Attendance of student will be awarded 05 marks as:

75% to 80%	- 01 Marks
Above 80% to 85%	- 02 Marks
Above 85% to 90%	- 03 Marks
Above 90% to 95%	- 04 Marks
Above 95% to -	- 05 Marks



Course Structure (2026-27)

Class-11th

Subject: Healthcare

Code: PCA 973

Unit. No.	Vocational Skill Unit Name	Unit Marks
1.	Unit - 1- Hospital management system	10
2.	Unit - 2 - Role of General Duty Assistant for outpatient care	10
3.	Unit - 3 - Role of General Duty Assistant for inpatient care	10
4.	Unit - 4 - First Aid	10
5	Unit - 5 - Maintaining safe, Healthy and Secure Environment	10
Unit. No.	Employability Skill Units	Unit Marks
1.	Unit - 1- Communication skills	2
2.	Unit - 2- Self management skills	2
3.	Unit - 3- Information and communication Technology skills	2
4.	Unit - 4- Entrepreneurial Skills	2
5.	Unit - 5- Green Skills	2
Total		60/2=30
Practical Examination		50
Internal Assessment		20
Grand Total		100



Unit 1: Hospital Management System

Session 1: Health Care Delivery System

Session 2: Qualities of a General Duty Assistant

Session 3: Codes of Conduct for General Duty Assistant

Session 4: Personal Hygiene Practices for General Duty Assistant

Unit 2: Role of General Duty Assistant for Outpatient Care

Session 1: Role and Functions of Medical Receptionist .

Session 2: Identifying Vital Signs in Patients

Session 3: Assisting in the Examination of Patient

Unit 3: Role of General Duty Assistant for Inpatient Care

Session 1: Role of General Duty Assistant during the Admission of Patients

Session 2: Activities of Patient Care

Session 3: Bed Making for the Patient

Session 4: Transportation of Specimens

Session 5: Care of the Body after Death

Unit 4: First Aid

Session 1: Principles and Rules of First Aid

Session 2: Identify Facilities, Equipment and Materials for First Aid

Session 3: Performing the Role of First Aider for Fever, Heatstroke,
Back Pain, Asthma and Food-borne Illness

Unit 5: Maintaining Safe, Healthy and Secure Environment

Session 1: Promoting a Safe Working Environment



Employability Skill: -

Unit 1: Communication Skills

- Session 1: Introduction to Communication
- Session 2: Verbal Communication
- Session 3: Non-verbal Communication
- Session 4: Pronunciation Basics
- Session 5: Communication Styles — Assertiveness
- Session 6: Saying No — Refusal Skills
- Session 7: Writing Skills — Parts of Speech
- Session 8: Writing Skills — Sentences
- Session 9: Greetings and Introduction
- Session 10: Talking about Self
- Session 11: Asking Questions
- Session 12: Talking about Family
- Session 13: Describing Habits and Routines
- Session 14: Asking for Directions

Unit 2: Self-management Skills

- Session 1: Strength and Weakness Analysis
- Session 2: Grooming
- Session 3: Personal Hygiene
- Session 4: Team Work
- Session 5: Networking Skills
- Session 6: Self-motivation
- Session 7: Goal Setting
- Session 8: Time Management

Unit 3: Information and Communication Technology Skills

- Session 1: Introduction to ICT
- Session 2: Basic Interface of Libre Office Writer
- Session 3: Saving, Closing, Opening and Printing Document
- Session 4: Formatting Text in a Word Document
- Session 5: Checking Spelling and Grammar
- Session 6: Inserting Lists, Tables, Pictures, and Shapes
- Session 7: Header, Footer and Page Number
- Session 8: Tracking Changes in LibreOffice Writer



Unit 4: Entrepreneurship Skills

Session 1: Introduction to Entrepreneurship

Session 2: Values of an Entrepreneur

Session 3: Attitude of an Entrepreneur

Session 4: Thinking Like an Entrepreneur

Session 5: Coming Up with a Business Idea

Session 6: Understanding the Market

Session 7: Business Planning

Unit 5: Green Skills

Session 1: Sectors of Green Economy

Session 2: Policies for a Green Economy

Session 3: Stakeholders in Green Economy

Session 4: Government and Private Agencies





Month wise NSQF Syllabus Teaching Plan (2026-27)

Class- 11th

Subject: Healthcare

Code: PCA 973

Month	Subject- Content	Teaching Periods	Revision Periods	Practical Work
April	<u>Vocational Skill:</u> - Class Admission and Class Readiness Programme. Introduction to Patient care, Activities Healthcare, need of healthcare , Scope of Healthcare Industry <u>Unit - 1 - Hospital management system -</u> Session 1: Health Care Delivery System <u>Employability Skill:</u> - Motivation and Introduction to NSQF Subjects. <u>Unit 1: Communication Skills-</u> Session 1: Introduction to Communication	11	5	5
May	<u>Vocational Skill.</u> <u>Unit - 1 - Hospital management system -</u> Session 2: Qualities of a General Duty Assistant Session 3: Codes of Conduct for General Duty Assistant <u>Employability Skill.</u> <u>Unit 1: Communication Skills</u> Session 2: Verbal Communication Session 3: Non-verbal Communication	13	6	4
June	Summer Vacations - Students need to complete their portfolio topics and prepare 1 chart and model on following topics or topics can also be given by their teachers- Hospital, Functions, Components of Hospital, Departments of Hospital,, Qualities of GDA, TRIAGE,, Hand washing, Personal grooming, Admission of patients, History of patient, Patient admission form, Bed, types of bed, first aid, , CPR, Drugs for common ailments, Types of hazard, PPE, Physical examination and its techniques, Vital signs in all ages and all procedures which will be taught in Incubation center - Vital signs Active passive, exercise, Mouth care, Eye care, Nebulization, Secretion, Steam inhalation, Bed making, Medical hand washing ,Medical glove, First aid C.P.R Back care, Hair care, Oxygen administration Suctioning			



July	<u>Vocational Skill .</u>	12	6	5
	<u>Unit - 1 - Hospital management system -</u> Session 4: Personal Hygiene Practices for General Duty Assistant <u>Unit 2: Role of General Duty Assistant for Outpatient Care</u> Session 1: Role and Functions of Medical Receptionist <u>Employability Skill.</u> <u>Unit 1: Communication Skills-</u> Session 4: Pronunciation Basics Session 5: Communication Styles Assertiveness Session 6: Saying No — Refusal Skills Session 7: Writing Skills — Parts of Speech Session 8: Writing Skills — Sentences			
August	<u>Vocational Skill .</u> <u>Unit 2: Role of General Duty Assistant for Outpatient Care</u> Session 2: Identifying Vital Signs in Patients Session 3: Assisting in the Examination of Patient <u>Employability Skill.</u> Session 9: Greetings and Introduction Session 10: Talking about Self Session 11: Asking Questions Session 12: Talking about Family Session 13: Describing Habits and Routines Session 14: Asking for Directions <u>Unit 2: Self-management Skills</u> Session 1: Strength and Weakness Analysis Session 2: Grooming	11	6	5



September	<u>Vocational Skill</u> . <u>Unit 3: Role of General Duty Assistant for Inpatient Care</u> Session 1: Role of General Duty Assistant during the Admission of Patients Session 2: Activities of Patient Care Session 3: Bed Making for the Patient <u>Employability Skill.</u> <u>Unit 2: Self-management Skills</u> Session 3: Personal Hygiene Session 4: Team Work Session 5: Networking Skills Session 6: Self-motivation Session 7: Goal Setting Session 8: Time Management	11	7	5
October	<u>Vocational Skill</u> . <u>Unit 3: Role of General Duty Assistant for Inpatient Care</u> Session 4: Transportation of Specimens Session 5: Care of the Body after Death <u>Unit 4: First Aid</u> Session 1: Principles and Rules of First Aid <u>Employability Skill.</u> <u>Unit - 3 - Information and Communication Technology Skills</u> Session 1: Introduction to ICT Session 2: Basic Interface of Libre Office Writer Session 3: Saving, Closing, Opening and Printing Document Session 4: Formatting Text in a Word Document Session 5: Checking Spelling and Grammar	10	6	4
November	<u>Vocational Skill. Unit 4: First Aid</u> Session 2: Identify Facilities, Equipment and Materials for First Aid Session 3: Performing the Role of First Aider for Fever, Heatstroke, Back Pain, Asthma and Food-borne Illness <u>Employability Skill.</u> <u>Unit 3: Information and Communication Technology Skills</u> Session 6: Inserting Lists, Tables, Pictures, and Shapes Session 7: Header, Footer and Page Number Session 8: Tracking Changes in Libre Office Writer	12	6	4



December	<u>Vocational Skill.</u> Unit 5: Maintaining Safe, Healthy and Secure Environment Session 1: Promoting a Safe Working Environment <u>Employability Skill.</u> Unit 4: Entrepreneurship Skills Session 1: Introduction to Entrepreneurship Session 2: Values of an Entrepreneur Session 3: Attitude of an Entrepreneur Session 4: Thinking Like an Entrepreneur Session 5: Coming Up with a Business Idea Session 6: Understanding the Market Session 7: Business Planning	13	6	5
January	<u>Vocational Skill</u> Practical re-demonstrations, Overall Revision of theory and portfolios Basic of Communications skills <u>Employability Skill.</u> Unit 5: Green Skills Session 1: Sectors of Green Economy Session 2: Policies for a Green Economy Session 3: Stakeholders in Green Economy Session 4: Government and Private Agencies	10	5	4
February	<u>Vocational Skill</u> Revision of Complete Syllabus. <u>Employability Skill.</u> Revision of Complete Syllabus	8	8	5
March	Annual Examination			

Note:

- Subject Teachers are advised to direct the students to prepare notebook of the Terminology/Definitional Words used in the chapters for enhancement of vocabulary or clarity of the concept.

Prescribed Books:

1. Patient Care Assistant Skill Book-Text book for Class XI, NCERT Publication.
2. Employability Skill Book- Text book for Class IX, NCERT Publication



NSQF Question Paper Design (2026-27)

Class- 11th

Subject: Healthcare

Code: PCA 973

Time 2 Hours 30 Minutes

Competencies	Total
Knowledge	40%
Understanding	30%
Application	20%
Skill	10%
Total	100%

Type of Question	Marks	Number	Description	Total Marks
Objective Type Question	1	15	6 Multiple Choice Questions, 3 Fill in the Blanks Questions. 3 One word Answer Type Questions 3 Assertion - Reason Questions	15
Very Short Answer Type Question	2	6	Internal choice will be given in any 2 questions	12
Short Answer Type Question	3	6	Internal choice will be given in any 2 questions	18
Essay Type Question	5	3	Internal option will be given in Essay Type question.	15
Total		30		60