



**Vital College**  
62% Black Owned

B-BBEE Level 2

## **SKILLS PROGRAMME: CP 5 - WORKPLACE LIFE SKILLS**

### **Outcomes**

#### Abilities and skills developed:

Identifying potential exposures to personal safety, fire, security related, community and environmental risks.

Investigating security, safety and environmental risks.

Employing effective telephone etiquette.

Explaining the processes involved in different communication skills.

Controlling the growth and spreading of micro-organisms.

Demonstrating knowledge of firefighting equipment.

# About

Care Practitioner Skills Programmes are based on the qualification National Certificate: Care Based Practices (SAQA 80786) at NQF level 2. Several skills programmes may lead to the attaining of the full qualification.

They are intended learners interested in providing home-care services in an institution or an individual's household where specialist care service needs to be provided.

These Skills Programmes are designed to develop competencies required to provide a comprehensive home-care service in a manner that has regard for life and property.

## Unit Standards

Unit Std ID	Unit Standard Title	NQF Level	Credits
113966	Identify security, safety and environmental risks in the local environment	1	6
14348	Process incoming and outgoing telephone calls	2	3
14349	Receive and execute instructions	2	2
9533	Use communication skills to handle and resolve conflict in the workplace	3	3
110471	Apply basic micro-biological principles in cleaning	2	5
13961	Use of hand-held firefighting equipment	2	4
			<b>23</b>

## Requirements for these Skills Programmes

- LAPTOP OR SMARTPHONE
- ACCESS TO DATA OR WIFI

### **LEARNERS ACCESSING THIS SKILLS PROGRAMME SHOULD BE COMPETENT IN:**

- COMMUNICATION AT NQF LEVEL 1 / STD 7 / GR 9
- MATHEMATICAL LITERACY AT NQF LEVEL 1 / STD 7 / GR 9

## ENROLMENT

To enrol onto this course, you will need to create a student account by clicking on the link below.

[WWW.VITALONLINE.CO.ZA/MOODLE/LOGIN](http://WWW.VITALONLINE.CO.ZA/MOODLE/LOGIN)

ONCE YOU HAVE CREATED AN ACCOUNT CLICK ON THE LINK BELOW TO TAKE YOU TO THE PAYMENT AND ENROLMENT PAGE FOR THIS COURSE.

[CLICK HERE](#)

## Contact Us

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