

1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über die Prüfung zum anerkannten Fortbildungsberuf
Geprüfter Fachhauswirtschafter/Geprüfte Fachhauswirtschafterin**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate on completion of the recognized further training examination for
Certified senior housekeeping clerk**

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- Assisting the care receivers, especially elderly people, with their housekeeping and, where needed, assuming housekeeping responsibilities while considering the household situation, the needs and wants of the care receivers
- Assisting the care receivers in leading independent lives, managing their daily activities and addressing problems, providing lifestyle advice while taking their state of health, needs and wants into consideration
- Involving the care receivers in housekeeping and care activities, training their abilities as well as activating and encouraging an independent lifestyle
- Working with other aid providers and services and promoting cooperation with other professionals taking into account the personal scope for action

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

Certified senior housekeeping clerks work in outpatient, inpatient and day care fields of geriatric and nursing care as well as in private households. They are competent professionals working in private family care, geriatric and nursing care settings who are responsible for creating the necessary conditions to allow individuals in need of care to stay in their homes. They take preventive action and complement geriatric and nursing care at home.

(*) Explanatory notes

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information on transparency is available at: www.cedefop.eu.int/transparency

5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate</p> <p>Chamber of Industry and Commerce (<i>Industrie- und Handelskammer, IHK</i>), Chamber of Crafts (<i>Handwerkskammer, HWK</i>), Chamber of Agriculture (<i>Landwirtschaftskammer</i>) and <i>Land</i> ministries designated by the individual <i>Länder</i>, offices and further institutions (see www.bibb.de – “Verzeichnis der anerkannten Ausbildungsberufe”, available in German only)</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Chamber of Industry and Commerce (<i>Industrie- und Handelskammer, IHK</i>), Chamber of Crafts (<i>Handwerkskammer, HWK</i>), Chamber of Agriculture (<i>Landwirtschaftskammer</i>) and <i>Land</i> ministries designated by the individual <i>Länder</i>, offices and further institutions (see www.bibb.de – “Verzeichnis der anerkannten Ausbildungsberufe”, available in German only)</p>
<p>Level of the certificate (national or international)</p> <p>ISCED (2011) Level 5</p> <p>These qualifications are referenced to level 5 of both the German and the European Qualifications Framework (DQR, EQF); see publication of 22 July 2015 (BAnz AT 22.07.2015 p. 4).</p>	<p>Grading scale/Pass requirements (**)</p> <p>100 - 92 points = 1 = excellent 91 - 81 points = 2 = good 80 - 67 points = 3 = average 66 - 50 points = 4 = pass 49 - 30 points = 5 = poor 29 - 0 points = 6 = fail</p> <p>The candidate passed all examinations required for the completion of further training.</p>
<p>Access to next level of education and training</p> <p>The further training examination gives access to the next level of qualifications</p> <ul style="list-style-type: none"> • Senior housekeeping specialist (<i>Meister der Hauswirtschaft/Meisterin der Hauswirtschaft</i>) • Certified initial and continuing training specialist (<i>Geprüfter Aus- und Weiterbildungspädagoge/Geprüfte Aus- und Weiterbildungspädagogin</i>) <p>as well as access to advanced programmes in higher education.</p>	<p>International agreements</p>
<p>Relevant legislation</p> <p>Regulations governing the recognized further training for certified senior housekeeping clerks of 9 December 1996 (Federal Law Gazette Part I p. 1865) 6.</p>	

OFFICIALLY RECOGNIZED WAYS OF ACQUIRING THE CERTIFICATE

The certificate is acquired through passing the examination administered by one the bodies mentioned in section 5 above. Before sitting the examination, candidates must furnish proof of

1. Successful completion of training as a housekeeper, followed by at least two years of relevant practical experience, at least half a year of which corresponds to the desired type of qualification, or
2. At least six years of practical work corresponding to the desired type of qualification, or
3. Relevant skills and competences.

Additional information

The skills and competences of which proof is to be furnished in the further training examination are usually acquired during many years of practical work and within the framework of education measures. Courses are offered in preparation for the examination; their duration and content are geared to the different specialist and managerial tasks.

Translations of the certificate can be obtained from the body mentioned in section 5 above.

()Note**

Simplified grading scale; for official grading scale see Sixth Ordinance Amending Advanced Training Examination Ordinances of 9 December 2019 (Federal Law Gazette Part I p. 2153)