

BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS																	
QUALIFICATION DEVELOPER (S)			Kanye Seventh Day Adventist College of Nursing														
TITLE		Certificate V in Mortuary Science								NCQF LEVEL		5					
STRANDS (where applicable)		N/A															
FIELD		Health and Social Services								CREDIT VALUE		130					
SUB FIELD		Health Science															
New Qualification		√		Legacy Qualification						Renewal Qualification							
										Registration Code							
SUB-FRAMEWORK		General Education						TVET		√		Higher Education					
QUALIFICATION TYPE		Certificate		I		II		III		IV		V	√	Diploma		Bachelor	
		Bachelor Honours						Post Graduate Certificate						Post Graduate Diploma			
		Masters								Doctorate/ PhD							
RATIONALE AND PURPOSE OF THE QUALIFICATION																	
RATIONALE: The scarcity of literature regarding occupational exposure in mortuary settings, particularly within developing nations, masks a critical public health crisis. Research indicates that uncontrolled work environments lead to detrimental outcomes for both staff and management through severe health risks and lost productivity. In South Africa's Gauteng Province, for instance, while mortuary workers possess foundational knowledge of Occupational Health and Safety (OHS), there is a concerning failure to translate this into safe practice. Across the African continent, critical gaps persist—most notably the urgent need for specialized training in infection control and workplace safety. In regions																	

where the burden of infectious diseases is high, the lack of rigorous training on handling biohazardous materials and the inconsistent provision of Personal Protective Equipment (PPE) leave workers vulnerable to preventable, life-threatening harm.

In Botswana, the inevitability of death compounded by global epidemics like COVID-19, natural disasters, and daily road accidents has heightened the demand for dignified burial practices and professionalized management of the deceased. Despite the establishment of the Department of Pathology and Forensic Substances Management in 1984, a significant training void remains. Currently, those seeking mortuary studies must travel abroad, with the most accessible courses in South Africa costing approximately P15,000, excluding substantial costs for travel and accommodation. While government employees receive some pathology lab training to comply with Ministry of Health regulations, the private sector remains largely untrained and unregulated, highlighting an urgent need for a standardized national certification.

Data from a survey conducted by Kanye Seventh Day Adventist College of Nursing confirms an overwhelming market demand for a local qualification. An astonishing 95.6% of respondents confirmed the necessity of the program, with 100% of participants selecting the Certificate in Mortuary Science as their preferred program of choice. This demand is driven by a young demographic (aged 17–28) and a significant female majority (67.6%), all of whom view the program as a gateway to job creation in a new and unique field. Respondents identified that formal scientific knowledge is essential to replace untrained practitioners, raise hygiene standards, and ensure that the deceased are handled with restorative dignity, thereby allowing bereaved families to grieve with peace of mind.

Ultimately, the risks inherent in mortuary work ranging from biological pathogens to psychological trauma are not inevitable. As noted by Dartey et al. (2021) and Ringane et al. (2019), mortuary workers play an essential role in the healthcare continuum, yet they face high exposure to infectious hazards with limited support. Aligning with Botswana's Vision 2036, which prioritizes education and human development, the introduction of this Certificate will fill a critical industry gap. By providing skilled labor that is currently unavailable on a national scale, the program will safeguard the well-being of the workforce, mitigate public health risks, and ensure the operational integrity of Botswana's forensic and funeral services.

PURPOSE: (itemise exit level outcomes)

The purpose of this qualification is to produce graduates with broad technical knowledge, skills and competence to;

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1. Execute clinical mortuary procedures and infection control.
2. Administer mortuary business operations and digital systems.
3. Facilitate culturally competent grief counselling and funeral logistics.

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

The Certificate V in Mortuary Science program is designed for a diverse range of learners, including:

Minimum Entry Requirements:

Certificate IV, NCQF Level 4 Certificates (GE/TVET) or equivalent.

Recognition of Prior Learning (RPL) and Credit Transfer

Evidence of RPL and work-related competencies in a relevant field will be required. The Institution will be guided by the National RPL policy.

SECTION B

QUALIFICATION SPECIFICATION

GRADUATE PROFILE (LEARNING OUTCOMES)

ASSESSMENT CRITERIA

Upon successful completion of the course, the learner will be able to:

The learner 's ability to:

1. Apply broad technical knowledge of concepts and principles of anatomy, physiology, microbiology and infection prevention and control in the mortuary industry.

- 1.1 Discuss concepts and principles of human anatomy, physiology and microbiology as applied in handling the deceased body.
- 1.2 Perform cadaver cleaning, refrigeration/storage and preparation for viewing and burial.
- 1.3 Utilise best practises of WHO Infection Prevention and Control Core Components (WHO IPCCC) for the mortuary building
- 1.4 Adhere to best practises of WHO Infection Prevention and Control Core Components (WHO IPCCC) in handling bodies and caring for the mortuary building

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	1.5 Apply concepts of human anatomy, physiology and microbiology adhering to infection, prevention and control practices in the operations of a mortuary.
2. Implement embalming and restorative art skills in the preparation of human remains for dignified funeral service.	2.1 Utilize the embalming process when performing preservation of human remains by adhering to WHO biosafety and technical standards. 2.2 Execute restorative art procedures for aesthetic reconstruction of the deceased to provide a dignified and comforting viewing for the family. 2.3 Apply broad, technical skill in biosafety and health compliance in accordance with national public health and occupational safety standards. 2.4 Apply broad knowledge of ethical and cultural considerations through all stages of preparation integrating religious, traditional and cultural funerary requirements.
3. Demonstrate proficiency in handling the bereaved clients while respecting their religion and culture.	3.1 Apply knowledge of cultural and religious diversity when handling grieving clients. 3.2 Communicate effectively to the bereaved clients 3.3 Utilise knowledge of cultural and religious diversity in handling corpses. 3.4 Utilize effective communication skills demonstrating sensitivity to different cultural and religious grieving practices. 3.5 Collaborate with families, community leaders, and faith representatives to ensure culturally appropriate support when handling the bereaved family.
4. Utilise communication and information technology skills in management of mortuary activities.	4.1 Communicate effectively with clients and team members in the mortuary services. 4.2 Utilise knowledge of computer applications in the management of mortuary services. 4.3 Exhibit competence in production of communication and marketing tools for the funeral parlour. Plan and organise effective team members for the overall efficiency of day to day running of funeral parlour.

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5. Apply legal, regulatory and ethical requirements for a funeral business.	5.1 Implement legal, regulatory, and ethical principles to real-world scenarios in funeral home operations. 5.2 Implement regulations related to hygiene, sanitation, and disease control within funeral home facilities. 5.3 Execute laws related to the handling, storage, and transportation of deceased individuals, including laws related to public health in the funeral business
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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [5]	Level [6]	Level [7]	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Introduction to Microbiology	8			8
	Basics of Human anatomy and physiology	8			8
	Information and Communication Technology (ICT)	6			6
	Funeral service marketing and merchandising	8			8
	Basics of Occupational Health and Safety for Mortuary industry.	8			8
	Christian beliefs	5			5
	Communication and Client Relations in	5			5

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	Mortuary Science				
CORE COMPONENT Subjects /Courses/ Modules/Units	Grief counselling	6			6
	Cultural and Religious diversity in Mortuary industry.	8			8
	Funeral arrangement	8			8
	Embalming and Restorative art	10			10
	Infection Prevention and Control	10			10
	Mortuary Practicum	40			40
	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level	Total Credits		
	Subjects/ Courses/ Modules/Units	Level [5]	Level [6]	Level [7]	
	Subjects/ Courses/ Modules/Units				
STRANDS/ SPECIALIZATION	Subjects/ Courses/ Modules/Units				
Electives					

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BOTSWANA
Qualifications Authority

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SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

TOTAL CREDITS PER NCQF LEVEL

NCQF Level	Credit Value
Level 5	130
TOTAL CREDITS	130

Rules of Combination:

(Please Indicate combinations for the different constituent components of the qualification)

The learner is required to meet the stipulated total minimum rule of combination of credit distribution of the qualification, which includes fundamental courses of **48** credits and core courses of **82** credits.

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ASSESSMENT ARRANGEMENTS

Formative and summative assessment will be in the form of theory, practical and clinical attachment. All assessment, formative and summative leading to the award of the qualification should be based on the learning outcomes. For this qualification:

1. Formative assessment shall constitute 70% of the final marks.
2. Summative assessment shall constitute 30% of the final marks.

MODERATION ARRANGEMENTS

The following shall apply for both internal and external moderation in accordance with applicable policies and regulations:

Internal and External moderation shall be carried out in accordance with national and provider moderation policies and guidelines.

Professional registration and accreditation

All assessors and moderators must be registered and accredited with BQA or any other recognized authority.

All moderators should be experts with at least a minimum of Diploma Qualification in their field of study.

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) will apply for assessment and award of credits towards the qualification in accordance with applicable national and provider RPL policies and guidelines.

Implementation of RPL shall also be consistent with requirements, if any, prescribed for the field or subfield of study by relevant national, regional or international professional bodies.

CREDIT ACCUMULATION AND TRANSFER

There shall be access and award of credits of the qualification using Institutional Credit Accumulation and Transfer (CAT) Policy in line with the National CAT Policy.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

EDUCATIONAL PATHWAYS

HORIZONTAL PATHWAY

- Certificate V in Embalming
- Certificate V in Allied Health Sciences

- Certificate V in Counselling /Grief Support
- Certificate V in Restorative Art/Cosmetology
- Certificate V in Infection Control

VERTICAL PATHWAYS

- Diploma in Infection Control
- Diploma in Mortuary Science
- Diploma in Embalming
- Diploma in Health Service Management

EMPLOYMENT PATHWAYS

Upon successful completion of this qualification learners have a great chance securing employment typically in positions in:

- Funeral Service Assistant/Apprentice
- Sales or Marketing for Funeral Services
- Forensic Mortuary Assistant

QUALIFICATION AWARD AND CERTIFICATION

1. Minimum standards of achievement for the award of the qualification

A learner is required to achieve the stipulated total minimum credits **130** inclusive of the fundamental and core component to be awarded Certificate.

Learners with Recognition of Prior Learning to be awarded Certificate V in Mortuary Science as per CAT policy.

2. Certification

Learners meeting prescribed requirements shall be awarded a Certificate in Mortuary Science qualification in accordance with standards prescribed for the award of the qualification and applicable policies.

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

This comparability matrix analyzed universities across multiple regions and continents by evaluating qualification titles, framework levels, program durations, and credit systems alongside a detailed assessment of exit level outcomes (ELOs), course modules, and specific assessment criteria.

Similarities:

Across all institutions and regions represented in the matrix, there is a strong convergence in the structure, level, and core content of the certificate in mortuary/Funeral Home qualifications. Most qualifications are positioned at NQF Level 4 (or equivalent), with comparable durations of approximately 1–2 years or shorter occupational variants and credit ranges typically around 60–120 credits. The main exit level outcomes (ELOs) consistently emphasize foundational competencies such as mortuary procedures, embalming or body preservation, infection control, documentation, and client care, reflecting a shared occupational standard. Similarly, the modules/courses show high alignment, with recurring subjects including anatomy, embalming, hygiene, ethics, funeral operations, and counselling, indicating a common curriculum core across countries. In terms of assessment, all qualifications adopt a blended approach combining continuous assessment, practical/clinical evaluation, and final examinations, with relatively standardized weightings often around 40% coursework, 30% practical, 30% exams. Education and employment pathways are closely aligned, with clear articulation into diploma-level qualifications and entry-level roles such as mortuary attendants, funeral assistants, and embalming assistants, demonstrating shared progression routes and labour market outcomes.

Differences: While these programmes share similarities, there are noticeable differences between Chiromo Funeral Parlour and YMCA incorporate a more balanced focus on operations, documentation, and counselling. The duration and intensity also vary, with South Africa's Lindiyolise Mortician Training offering a shorter, occupationally focused programme (6–12 months) with heavier practical weighting (up to 40%), compared to longer, more comprehensive academic-style programmes in Kenya and Uganda. Additionally, the Australian qualification - Certificate IV in Funeral Services, by Riteskill Education and Training, differs significantly in its higher qualification level (AQF Level 5) and stronger emphasis on funeral service coordination, regulatory compliance, and managerial competencies, rather than purely technical mortuary skills. Differences are also evident in assessment strategies, where some institutions emphasize clinical/OSCE-style assessments and supervised attachments, while others rely more on workplace-based assessments, portfolios, and simulations. Employment pathways vary in scope, with some qualifications preparing graduates primarily for entry-level technical roles, while others particularly in Australia extend toward supervisory or funeral director roles, indicating varying levels of professionalization and industry expectations.

The developed Kanye SDA College of Nursing (KSDACON) Certificate in Mortuary Science is comparable in breadth and core outcomes to the benchmarked established mortuary science certificate qualifications internationally when contextualized to Botswana's NCQF.

The developed KSDACON Certificate in Mortuary Science demonstrates a high level of comparability with the benchmarked qualifications across Africa and internationally in terms of qualification level, scope, duration, and core competencies. It aligns well with the dominant NQF Level 4 certificate standard, which is equivalent to NCQF level and incorporates the same foundational exit level

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outcomes; mortuary procedures, embalming, infection control, documentation, ethics, and bereavement support, and reflects a similarly structured curriculum with balanced theoretical and practical components. The assessment approach integrates continuous assessment, practical competency evaluation, and final examinations that also mirrors established practices, ensuring that graduates achieve both knowledge and workplace readiness comparable to international programmes.

REVIEW PERIOD

The qualification shall be reviewed after five (5) years.

For Official Use Only:

CODE (ID)			
REGISTRATION STATUS	BQA DECISION NO.	REGISTRATION START DATE	REGISTRATION END DATE
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT	