

SFHGEN39 - SQA Code HD3D 04

Contribute to effective multidisciplinary team working



Overview

This standard is about developing and sustaining the smooth and consistent working of the multidisciplinary team in order to achieve the goal of best care for patients. This is achieved through fostering a climate in which there is open exchange of information and views between members.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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Performance criteria

- You must be able to:*
- P1 ensure that your working practice conforms to decisions taken by the team
 - P2 communicate effectively with other team members and constructively acknowledge the views of colleagues
 - P3 provide clear, accurate and sufficient information on work in progress to enable another member of the team to effectively carry out their work
 - P4 provide colleagues with help and advice when requested and when this is consistent with your other responsibilities
 - P5 make sure that issues in the team are addressed positively and handled in a constructive manner
 - P6 agree to maintain confidentiality of information relating to other members of the team
 - P7 accurately summarise issues in the team that cannot be resolved and pass this information on to someone who has the authority and capability to reach a solution
 - P8 identify examples of good and poor practice and make suggestions of realistic improvements to team practice to others in the team
 - P9 identify your own development needs against the demands of the work role and the demands/requirements of the team

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Knowledge and understanding

You need to know and understand:

- K1 the roles, scope, responsibility and availability of members of the multidisciplinary team
- K2 the contribution that different professions can make to the evaluation and planning of patient care
- K3 information needs of other people in the team
- K4 communication structures in the organisation
- K5 the contribution that different disciplines can make to the evaluation and planning of patient care
- K6 how to record agreements, plan of care and other communications to be accessed by all members of the multidisciplinary team
- K7 how to ask open-ended questions, listen carefully and summarise back
- K8 how to adapt communication styles in ways which are appropriate to different people
- K9 how to make decisions from the multiple perspectives of a team
- K10 how effective teams work
- K11 group dynamics
- K12 how different styles can work together in a team
- K13 the different features services must have to meet people's gender, culture, language or other needs

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Additional Information

External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: Core 5 Quality

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

Unit assessed as being complete

Candidate's Name:	
Candidate's Signature:	
Date submitted to assessor as complete:	

Assessor's Name:	
Assessor's Signature:	
Date assessed as complete:	

Internal Verification —

to be completed in accordance with centre's IV strategy

Evidence for this Unit was sampled on the following date/s:	IV's Signature	IV's Name

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

Date of admin check	IV's Signature	IV's Name

Unit completion confirmed

IV's Name:	
IV's Signature:	
Date complete:	