



QCF Unit and Assessment Specification

Unit title	Support Individuals to Meet Personal Care Needs
Ofqual Unit code	F/601/8060
SQA Unit code	FL4V 60
SSC Ref	HSC 2015

History of changes

Publication date: April 2011

Version: 01

Version number	Date	Description	Authorised by

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QCF Unit specification

Title	Support Individuals to Meet Personal Care Needs	
Level	2	
Credit value	2	
Learning Outcomes	Assessment Criteria	
The learner will:	The learner can:	
1	Be able to work with individuals to identify their needs and preferences in relation to personal care.	1.1 Encourage an individual to communicate their needs, preferences and personal beliefs affecting their personal care. 1.2 Establish the level and type of support and individual needs for personal care. 1.3 Agree with the individual how privacy will be maintained during personal care.
2	Be able to provide support for personal care safely.	2.1 Support the individual to understand the reasons for hygiene and safety precautions. 2.2 Use protective equipment, protective clothing and hygiene techniques to minimise the risk of infection. 2.3 Explain how to report concerns about the safety and hygiene of equipment or facilities used for personal care. 2.4 Describe ways to ensure the individual can summon help when alone during personal care. 2.5 Ensure safe disposal of waste materials.
3	Be able to support individuals to use the toilet.	3.1 Provide support for the individual to use toilet facilities in ways that respect dignity. 3.2 Support individual to make themselves clean and tidy after using toilet facilities.

Learning Outcomes		Assessment Criteria	
The learner will:		The learner can:	
4	Be able to support individuals to maintain personal hygiene.	4.1	Ensure room and water temperatures meet individual needs and preferences for washing, bathing and mouth care.
		4.2	Ensure toiletries, materials and equipment are within reach of the individual.
		4.3	Provide support to carry out personal hygiene activities in ways that maintain comfort, respect dignity and promote active participation.
5	Be able to support individuals to manage their personal appearance.	5.1	Provide support to enable individual to manage their personal appearance in ways that respect dignity and promote active participation.
		5.2	Encourage the individual to keep their clothing and personal care items clean, safe and secure.
6	Be able to monitor and report on support for personal care.	6.1	Seek feedback from the individual and others on how well support for personal care meets the individual's needs and preferences.
		6.2	Monitor personal care functions and activities in agreed ways.
		6.3	Record and report on an individual's personal care in agreed ways.

Additional information about the Unit
Unit purpose and aim(s)
<p>This Unit is aimed at those working in a wide range of settings. It provides the knowledge and skills needed to support individuals to meet personal care needs.</p> <p>It covers support the individual to use toilet facilities, maintain personal hygiene and manage their personal appearance.</p>
Unit expiry date
30 April 2015
Details of the relationship between the Unit and relevant national occupational standards (if appropriate)
HSC218
Details of the relationship between the Unit and other standards or curricula (if appropriate)
N/A
Assessment requirements specified by a sector or regulatory body (if appropriate)
<p>This Unit must be assessed in accordance with Skills for Care and Development's QCF Assessment Principles.</p> <p>All Learning Outcomes must be assessed in a real work environment.</p> <p>Personal care in this Unit refers to using toilet facilities, maintaining personal hygiene and attending to personal appearance.</p> <p>An individual is someone requiring care or support</p> <p>Toilet facilities may include:</p> <ul style="list-style-type: none"> ◆ toilet ◆ commode ◆ bedpan ◆ urinal <p>Active participation is a way of working that recognises an individual's right to participate in the activities and relationships of everyday life as independently as possible; the individual is regarded as an active partner in their own care or support, rather than a passive recipient.</p>

<p>Activities an individual may use to manage their personal appearance may include:</p> <ul style="list-style-type: none"> ◆ hair care ◆ nail care ◆ shaving ◆ skin care ◆ use of cosmetics ◆ use of prostheses and orthoses <p>Others may include:</p> <ul style="list-style-type: none"> ◆ family ◆ friends ◆ advocates ◆ specialists ◆ health care professionals ◆ others who are important to the individuals well being
Endorsement of the Unit by a sector or other appropriate body (if required)
Skills for Care and Development
Location of the Unit within the subject/sector classification system
1.3 Health and Social Care
Name of the organisation submitting the Unit
Ascentis
Availability for use
Shared
Availability for delivery
01 April 2011
Guided Learning Hours
16

QCF Assessment specification

Assessment (evidence) Requirements
This information is provided in the accredited Unit specification and should be incorporated in the assessment and/or assessment guidance related to this Unit'.
Guidance on Instruments of Assessment
More information on selecting instruments of assessment can be found in <i>Assessment: A Guide for Centres Offering Ofqual Accredited Qualifications</i> (Publication code: FA5465).