

DK82 04 (HSC343) Support individuals to live at home

Elements of competence

- HSC343.1 Support individuals to identify their personal, physical and safety needs to enable them to live at home
- HSC343.2 Work with individuals to identify and access additional support and resources
- HSC343.3 Support individuals to review their needs and identify changes necessary to enable them to live at home

About this Unit

For this Unit you need to support individuals to live at home.

Scope

The scope is here to give you guidance on possible areas to be covered in this Unit. The terms in this section give you a list of options linked with items in the performance criteria. You need to provide evidence for any option related to your work area.

Key people include: family; friends; carers; others with whom the individual has a supportive relationship.

Preferred form of communication and language includes: the individual's preferred spoken language; the use of signs; symbols; pictures; writing; objects of reference; communication passports; other non verbal forms of communication; human and technological aids to communication.

Resources could be: financial; physical resources to make changes to the environment; materials and equipment; human.

Risks could include the possibility of: danger, damage and destruction to the environment and goods; injury and harm to people; self-harm; bullying; abuse; reckless behaviour.

Services and facilities could include: services provided to an individual's home (eg meals on wheels, services to meet the individual's personal care needs; therapeutic services); services provided to enable individuals to meet their social care needs (eg transport); amenities outside the individual's place of residence (eg day care provision; support groups).

Your **knowledge and understanding** for this Unit will relate to legal requirements and codes of practice applicable to the scope of your work and others with whom you work; the nature of the work you are undertaking; your role and level of responsibility within your organisation (eg whether you have responsibility to support the work of others); the individuals, key people¹ and others with whom you are required to work and the degree of autonomy you have for the management of your own work activities.

¹ If you are working with children and young people the term "individuals" covers children and young people and "key people" covers parents, families, carers, friends and others with whom the child/young person has a supportive relationship

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Values underpinning the whole of the Unit

The values underpinning this Unit have been derived from the key purpose statement², the statement of expectations from carers and people receiving services, relevant service standards and codes of practice for health and social care in the four UK countries. If you are working with children and young people they can be found in the principles of Care Unit HSC34. If you are working with adults they can be found in HSC35. To achieve this Unit you must demonstrate that you have applied the principles of care outlined in either unit HSC34 or HSC35 in your practice and through your knowledge.

Evidence Requirements for the Unit

It is essential that you adhere to the Evidence Requirements for this Unit – please see details overleaf.

² The key purpose identified for those working in health and social care settings is “to provide an integrated, ethical and inclusive service, which meets agreed needs and outcomes of people requiring health and/or social care”

SPECIFIC EVIDENCE REQUIREMENTS FOR THIS UNIT
Simulation:
<ul style="list-style-type: none"> Simulation is NOT permitted for any part of this unit.
The following forms of evidence ARE mandatory:
<ul style="list-style-type: none"> Direct Observation: Your assessor or an expert witness must observe you in real work activities which provide a significant amount of the performance criteria for most of the elements in this unit. Reflective Account/professional discussion: These will be a description of your practice in particular situations based on working practices.
Competence of performance and knowledge could also be demonstrated using a variety of evidence from the following:
<ul style="list-style-type: none"> Questioning/professional discussion: May be used to provide evidence of knowledge, legislation, policies and procedures which cannot be fully evidenced through direct observation or reflective accounts. In addition the assessor/expert witness may also ask questions to clarify aspects of your practice. Expert Witness: A designated expert witness may provide direct observation of practice, questioning, professional discussion and feedback on reflective accounts. Witness testimony: Can be a confirmation or authentication of the activities described in your evidence which your assessor has not seen. This could be provided by a work colleague or service user. Products: These can be care plans, risk assessments, records and reports, diary evidence of day to day practice. You need not put confidential records in your portfolio, they can remain where they are normally stored and be checked by your assessor and internal verifier. If you do include them in your portfolio they should be anonymised to ensure confidentiality.
GENERAL GUIDANCE
<ul style="list-style-type: none"> Prior to commencing this unit you should agree and complete an assessment plan with your assessor which details the assessment methods you will be using, and the tasks you will be undertaking to demonstrate your competence. Evidence must be provided for ALL of the performance criteria ALL of the knowledge and the parts of the scope that are relevant to your job role. The evidence must reflect the policies and procedures of your workplace and be linked to current legislation, values and the principles of best practice within the Care Sector. This will include the National Service Standards for your areas of work and the individuals you care for. All evidence must relate to your own work practice.

KNOWLEDGE SPECIFICATION FOR THIS UNIT

Competent practice is a combination of the application of skills and knowledge informed by values and ethics. This specification details the knowledge and understanding required to carry out competent practice in the performance described in this unit.

When using this specification **it is important to read the knowledge requirements in relation to expectations and requirements of your job role.**

You need to provide evidence for ALL knowledge points listed below. There are a variety of ways this can be achieved so it is essential that you read the ‘knowledge evidence’ section of the Assessment Guidance.

You need to show that you know, understand and can apply in practice:	Enter Evidence Numbers
Values	
1 Legal and organisational requirements on equality, diversity, discrimination, rights , confidentiality and sharing of information when supporting individuals to live at home.	
2 How to provide active support and place the preferences and best interests of individuals at the centre of everything you do, whilst enabling them to take responsibility (as far as they are able and within any restrictions placed upon them) and make and communicate their own decisions about their lives, actions and risks about living at home.	
3 The rights of carers to be supported in the caring role.	
4 Dilemmas between the individual’s rights and their responsibilities for their own care and protection, the rights and responsibilities of key people and your role and responsibilities in supporting individuals to live at home.	
5 How to work in partnership with individuals, key people and those within and outside your organisation to enable individuals to access resources and use the services and facilities they prefer.	
6 How to deal with and challenge discrimination for individuals accessing resources and using services and facilities.	
Legislation and organisational policy and procedures	
7 Codes of practice and conduct, and standards and guidance relevant to your own and the roles, responsibilities, accountability and duties of others when enabling individuals to access, use and evaluate services and facilities.	
8 Current local, UK legislation and organisational requirements, procedures and practices for: (a) data protection, including recording, reporting, storage, security and sharing of information (b) health and safety (c) risk assessment and management (d) protecting individuals from danger, harm and abuse (e) healthy living and diet (f) the storage and handling of food (g) the management of risk from infection (h) enabling individuals to live at home (i) working with others to provide integrated services	

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You need to show that you know, understand and can apply in practice:	Enter Evidence Numbers
9 Practice and service standards relevant to your work setting and for supporting individuals to live at home.	
10 How to access records and information on the needs, views and preferences of individuals and key people about enabling individuals to live at home and manage any identified risks.	
Theory and practice	
11 How and where to access information and support that can inform your practice, when supporting individuals to live at home.	
12 How you can access, review and evaluate information about resources, services and facilities relevant to the needs and preferences of the individuals.	
13 Government reports, inquiries and research relevant to supporting individuals to live at home.	
14 Theories relevant to the individuals with whom you work, about: (a) aspects of human growth and development and how these can affect and be affected by individuals being able to live at home (b) how living at home can affect individuals' sense of identity, their self-esteem and their self-image	
15 How power and influence can be used and abused when supporting individuals live at home and accessing resources, services and facilities.	
16 Role of relationships and support networks in promoting the well-being of the individuals, and enabling them to live at home.	
17 Factors that affect the health, well-being, behaviour, skills, abilities, and development of individuals and key people.	
18 Conditions and issues you are likely to face in your work with individuals and key people.	
19 Methods of supporting individuals to express their needs and preferences about living at home and the support they need.	
20 How to work in partnership with individuals, key people and those within and outside your organisation to enable the individual's needs, wishes and preferences to be met.	
21 Who to access to provide individuals and key people with information about benefits and allowances.	
22 How to observe changes in the individual's conditions and circumstances that might indicate a need to change, increase or reduce support.	
23 Where to access advice on financial planning.	
24 Methods of implementing plans to manage risk.	

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HSC343.1 Support individuals to identify their personal, physical and safety needs to enable them to live at home

Performance criteria		DO	RA	EW	Q	P	WT
		1	You support individuals to identify the strengths and skills to enable them to live at home.				
2	You work with individuals and key people to identify the support available within their own networks and any gaps that need to be addressed.						
3	You provide active support to individuals and key people to enable them to identify any risks that need to be managed to enable individuals to live at home.						
4	You access and review with individuals and key people information about the range of resources, services and facilities available, to enable individuals to live at home.						
5	You agree the individual's preferred options and contribute to identifying the resources required to support the individual to live at home.						
6	You provide active support to enable individuals and key people to fill in forms and paperwork to access the resources, facilities and services they require.						
7	You contribute to agreeing methods and timescales for reviews with individuals, key people and others .						

HSC343.2 Work with individuals to identify and access additional support and resources

Performance criteria		DO	RA	EW	Q	P	WT
		1	You work with individuals to identify and agree their personal, physical, financial, social, environmental and health and safety needs and any risks that have to be managed.				
2	You access information and support that will help individuals: (a) meet their agreed needs (b) manage any risks involved						
3	You pass on information to individuals and key people using their preferred form of communication and language, and supporting them to understand anything that is not clear.						

DO = Direct Observation
EW = Expert Witness

RA = Reflective Account
P = Product (Work)

Q = Questions
WT = Witness Testimony

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HSC343.2 Work with individuals to identify and access additional support and resources (cont)

Performance criteria		DO	RA	EW	Q	P	WT
4	You identify, with support, the resources available to assist individuals and key people to develop skills to help individuals manage: (a) their domestic, personal, social and financial affairs (b) any risks						
5	Where necessary you help individuals and key people to fill in any relevant paperwork to access resources and support.						
6	You work with individuals and others to deal with changes in the individual's health, their financial, social and their legal position.						
7	You agree the methods and timescales for review and evaluation with individuals, key people and others.						

HSC343.3 Support individuals to review their needs and identify changes necessary to enable them to live at home

Performance criteria		DO	RA	EW	Q	P	WT
1	You access information and advice that might be useful when reviewing any changes required to enable individuals to remain at home.						
2	You support individuals and key people to identify what support could improve their well-being and enable them to continue to live at home.						
3	You support individuals and key people to identify who will take responsibility for accessing the available support.						
4	You seek permission and, where this is obtained from individuals and key people, you: (a) provide relevant information about individuals to secure resources and access to services, facilities and support groups (b) introduce individuals to new resources, services, facilities and support groups						

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HSC343.3 Support individuals to review their needs and identify changes necessary to enable them to live at home (cont)

Performance criteria		DO	RA	EW	Q	P	WT
5	You work with individuals and key people to: (a) assess options and make decisions about changes so that individuals can continue to live at home (b) evaluate the strengths and limitations of the changes and any risks that have to be managed						
6	You work with others to agree any changes to resources, support, services and facilities.						
7	You record and report on processes and outcomes, within confidentiality agreements and according legal and organisation requirements.						

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To be completed by the Candidate

I SUBMIT THIS AS A COMPLETE UNIT

Candidate's name:

Candidate's signature:

Date:

To be completed by the Assessor

It is a shared responsibility of both the candidate and assessor to claim evidence, however, it is the responsibility of the assessor to ensure the accuracy/validity of each evidence claim and make the final decision.

I CERTIFY THAT SUFFICIENT EVIDENCE HAS BEEN PRODUCED TO MEET ALL THE ELEMENTS, PCS AND KNOWLEDGE OF THIS UNIT.

Assessor's name:

Assessor's signature:

Date:

Assessor/Internal Verifier Feedback

To be completed by the Internal Verifier if applicable

This section only needs to be completed if the Unit is sampled by the Internal Verifier

Internal Verifier's name:

Internal Verifier's signature:

Date: