

# LEAD ADULT CARE SUPPORT WORKER APPRENTICESHIP STANDARD

Standard Code ST0006  
Course Level 3  
Work Based  
Funding Level £3000  
Duration 24mths including EPA

## *Course Description*

Care work is a very rewarding job and one to be proud. You will make such a difference to someone's life, be it big or small and we want to help you make certain that you are learning and developing to the highest standard. The Service Users you will encounter are all different, with physical, practical, social, emotional or intellectual challenges, by practicing an ethical attitude; you will ensure that the Service User's independence, dignity and control are all at the forefront of your mind.

Other skills that are important are leadership, observation and ensuring great standards when delivering care, being influential in improving the health and wellbeing of the Service Users and the supervision of colleagues. Delegation is key within care work and you will be given tasks to complete and also be expected to delegate tasks also. Being Independent and taking responsibility for setting a high standard of care is paramount, as well as continuous development throughout your career.

The Level 3 standard covers all areas of care, from working within Nursing or Residential homes, to domiciliary care and other clinical healthcare settings, covering the Lead Adult Care Workers skills, knowledge and behaviours within the criteria. It also covers personal assistants working individually with patients, again, covering the duty and standard of care to work to a senior level.

## *Off the Job Training*

A key requirement of an Apprenticeship is Off-the-job training. This must make up at least 20% of the apprentice's contracted hours, over the total duration of the apprentice's planned training period. Off-the-job training must be directly relevant to the apprenticeship standard and must take place within the apprentice's normal working hours.

The new learning must be documented and reflected on through the Learner Journal on their e-portfolio (OneFile).

## **Entry Requirements**

The Apprentice will need to be in a relevant role and show a willingness to undertake the knowledge, skills and behaviours required. They will also need to have Level 2 Maths and English (GCSE at Grade 4/C or above or equivalent) or be prepared to attend a block study period for Maths and English if this is required.

Undertake the Enhanced Disclosure and Barring Service process and provide the result prior to starting

Apprentices may be required to attend an interview and undertake relevant skills assessments.

Once they have been accepted on to the programme all apprentices will be required to attend a Lincoln College Induction. Apprentices will require access to a tablet/computer to access their e-portfolio (OneFile).

## **Knowledge, Skills and Behaviours**

### **KNOWLEDGE**

- Understand the job, their main tasks and responsibilities.
- The importance of having the right values and behaviours.
- The importance of communication.
- How to support individuals to remain safe from harm (safeguarding).
- How to promote health and wellbeing for the individuals they support and work colleagues.
- How to work professionally, including their own professional development.

### **SKILLS**

- Undertake the main tasks and responsibilities according to their job role.
- Treat people with respect and dignity and honouring their human rights.
- Communicate clearly and responsibly.
- Support individuals to remain safe from harm (safeguarding).
- Champion health and wellbeing for the individuals they support and for work colleagues.
- Work professionally and seek to develop their own professional development.

## BEHAVIOURS

### Care

- is caring consistently and enough about individuals to make a positive difference to their lives.

### Compassion

- is delivering care and support with kindness, consideration, dignity and respect.

### Courage

- is doing the right thing for people and speaking up if the individual they support is at risk.

### Communication

- good communication is central to successful caring relationships and effective team working.

### Competence

- is applying knowledge and skills to provide high quality care and support.

### Commitment

- to improving the experience of people who need care and support ensuring it is person centred.

## Assessment

Assessment is done through a combination of practical tasks, written assignments, oral discussions and online tests throughout the programme. To ensure that we can support you to meet these, we will complete an in-depth initial skills analysis to ensure that we can tailor our delivery to meet these unique requirements. We will then use the most relevant delivery methods to support your learners which include:

- Individual visits from their assessor, who will be allocated at the beginning of the course.
- Work based assignments and case studies.
- Shadowing and Mentoring E-Portfolios and e-learning.
- Employer led in house training for mandatory subjects (e.g. safeguarding, moving and positioning and medication).
- Independent learning and research as directed by the assessor.
- Review of progress every 4-10 weeks, depending on individual need.

## End Point Assessment

There will be an End Point Assessment (EPA) as the final stage of an Apprenticeship. The Apprentice must demonstrate their learning to an independent end point assessor and the overall grade available is distinction, merit, pass or fail.

This will only take place when the, Care Certificate, Diploma & English/Maths is achieved and all parties agree that the apprentice is ready for the EPA.

## The EPA consists of the following two assessment methods:

### **Situational judgement test**

The situational judgement test will present the candidate with a range of real-life scenarios about which the learner will have to answer questions in a multiple-choice format (60 questions). The assessment will normally be undertaken online, under controlled conditions with a time limit applied. Questions will draw from the stated knowledge and skills elements of the standard and focus on the higher order competencies. Material may be drawn from any part of the apprenticeship standard. There is an option for a pass, merit or distinction and it is our aim to enable the apprentice to develop the necessary skills to achieve a merit or distinction.

### **Professional discussion**

A professional discussion will be undertaken with an independent assessor. The discussion will be of no more than 45 minutes duration. Candidates can only apply to undertake the discussion component once the multiple-choice assessment has been achieved.

## **Qualifications**

Diploma in Health and Social Care (Adults) for England (QCF) Level 3. This qualification, promoted and valued by employers, is achieved by a combination of direct teaching and self-directed learning. The Care Certificate must be achieved as part of the apprenticeship standard and provided and assessed by the employer. Ideally in the 1st 6 weeks of employment. If not yet achieved, College can provide details of how to achieve it.

## **Progression**

Advancement at work will provide apprentices with the opportunity to continue to a level 5 Leader in Adult Care apprenticeship.

## **Fees**

As an Apprentice, you will pay no course fees. However, your employer may have to pay towards your training as well as providing you with a wage. All Apprentices must receive a minimum wage of £4.15 per hour within their first year of training from their employer, although they can, and often do, pay more. In the second and subsequent years of an Apprenticeship programme, the national minimum wage for your age would apply.

If you are an employer and want to find out more information regarding employer contributions and any further costs related to the Apprenticeship programme, please contact our dedicated Apprenticeship team at [employers@lincolncollege.ac.uk](mailto:employers@lincolncollege.ac.uk)

## ***Business Benefits***

Employers have designed the Apprenticeship Standards to meet the needs of the sector and industry. Ensuring they include:

- Relevant Knowledge, skills and behaviours ensure that the Standard is relevant to the occupation.
- Widening participation Apprenticeship standards provide opportunities to employees that may not previously have been available.
- Development tools A cost effective way to train your employees to undertake specific roles in your business.
- Return on Investment On average, an apprentice who has completed their course will increase business productivity by £214 per week (CEBR, 2015).