

Apprenticeship Standard for Adult Care Worker

Occupational profile

Adult Care Workers are the frontline staff who help adults with care and support needs to achieve their personal goals and live as independently and safely as possible, enabling them to have control and choice in their lives.

Responsibilities

To work in care is to make a positive difference to someone's life when they are faced with physical, practical, social, emotional or intellectual challenges. Adult Care Workers need to have the right values and behaviours developing competences and skills to provide high quality compassionate care and support.

They are the frontline staff who help adults with care and support needs to achieve their personal goals and live as independently and safely as possible, enabling them to have control and choice in their lives which is at the heart of person centred care.

Job roles are varied and determined by and relevant to the type of the service being provided and the person supported. Adult Care Workers may work in residential or nursing homes, domiciliary care, day centres, a person's own home or some clinical healthcare settings.

Job titles might include: Care Assistant, Care Worker, Support Worker, Personal Assistant, Relief Team Worker, Support Worker - Supported Living, Key Worker in Residential Settings, Key Worker in Domiciliary Services, Key Worker in Day Services, Home Care Support Worker, Substance Misuse Worker, Learning Disability Support Worker, Mental Health Support Worker, Mental Health Outreach Worker and Re-enablement Worker.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade C or higher. Candidates must undertake a recognised enhanced disclosure and barring service check.

The Apprenticeship Standard consists of these following elements:

- Level 2 Diploma in Care
- Care Certificate
- Skills, Knowledge and Behaviours as set out in the Standard
- Functional Skills

Level 2 Diploma in Care

Throughout your Apprenticeship you will cover the following:

You will need to achieve a minimum value of 46 credits, as follows:

- 9 mandatory units
- A minimum of 22 credits from Optional Group B

You must complete 9 mandatory units:

- Communication in care settings (3 Credits)
- Handle information in care settings (1 Credit)
- Personal development in care settings (3 Credits)
- Implement person-centred approaches in care settings (5 Credits)
- Equality and inclusion in care settings (2 Credits)
- Health, safety and well-being in care settings (4 Credits)
- Responsibilities of a care worker (2 Credits)
- Duty of care (1 Credit)
- Safeguarding and protection in care settings (3 Credits)

You must then achieve a minimum of 22 credits:

- The principles of infection prevention and control (3 Credits)
- Causes and spread of infection (2 Credits)
- Cleaning, decontamination and waste management (2 Credits)
- Understand mental health problems (3 Credits)
- Understand mental well-being and mental health promotion (3 Credits)
- Contribute to monitoring the health of individuals affected by health conditions (2 Credits)
- Principles of health promotion (2 Credits)
- Provide support for mobility (2 Credits)
- Provide agreed support for foot care (3 Credits)
- Undertake physiological measurements (3 Credits)
- Undertake personal hygiene activities with individuals (3 Credits)
- Obtain and test capillary blood samples (4 Credits)
- Care for individuals with nasogastric tubes (3 Credits)
- Assist in the administration of medication (4 Credits)
- Obtain and test specimens from individuals (2 Credits)
- Move and position individuals in accordance with their care plan (4 Credits)
- Undertake agreed pressure area care (4 Credits)
- Understand the process and experience of dementia (3 Credits)
- Care for the elderly (w Credits)
- Support independence in the tasks of daily living (5 Credits)
- Awareness of the Mental Capacity Act 2005 (3 Credits)
- Work in partnership with families to support individuals (3 Credits)
- Support individuals to live at home (4 Credits)
- Dementia awareness (2 Credits)
- Support individuals at the end of life (6 Credits)
- Support individuals who are bereaved (4 Credits)
- Support individuals to access and use information about services and facilities (3 Credits)
- Support individuals to carry out their own healthcare procedures (2 Credits)
- Support individuals to manage continence (3 Credits)
- Support individuals who are distressed (3 Credits)
- Support individuals to meet personal care needs (2 Credits)
- Support individuals to eat and drink (2 Credits)
- Provide support to manage pain and discomfort (2 Credits)
- Provide support for sleep (2 Credits)
- Support individuals with specific communication needs (5 Credits)
- Support individuals undergoing healthcare activities (3 Credits)
- Promotion of general health and wellbeing (2 Credits)

- Prepare individuals for healthcare activities (2 Credits)
- Select and wear appropriate personal protective equipment for work in healthcare settings (2 Credits)
- Assist the practitioner to carry out healthcare activities (2 Credits)
- Monitor and maintain the environment and resources during and after healthcare activities (3 Credits)
- Contribute to the effectiveness of teams (2 Credits)
- Support activities for individuals and groups that promote well-being (4 Credits)
- Support Individuals in the use of assistive living technology (3 Credits)
- Support individuals to meet nutritional and hydration needs (4 Credits)
- Understand personalisation in adult care (3 Credits)
- Understand the principles of positive behaviour support (4 Credits)
- Provide support for therapy sessions (2 Credits)
- Understand how to support individuals with foot care (3 Credits)
- Support person-centred thinking, planning and review (4 Credits)
- Diabetes awareness (3 Credits)
- Awareness of end of life care (3 Credits)
- Understanding learning disability (3 Credits)
- Contribute to supporting individuals with learning disabilities to access healthcare (3 Credits)
- Principles of supporting individuals with a learning disability regarding sexuality and sexual health (3 Credits)
- Contribute to the support of individuals with multiple conditions and/or disabilities (3 Credits)
- Understanding mental health (4 Credits)
- Support mental well-being and mental health (3 Credits)
- Parkinson's disease awareness (3 Credits)
- Support individuals with Parkinson's disease (3 Credits)
- Awareness of sensory loss (2 Credits)
- Support the assessment of individuals with sensory loss (3 Credits)
- Support stroke care management (3 Credits)
- Facilitate person-centred assessment, planning, implementation and review (6 Credits)
- Contribute to the support of positive risk-taking for individuals (3 Credits)
- Support care plan activities (2 Credits)
- Understand the impact of acquired brain injury on individuals (3 Credits)
- Support individuals with acquired brain injury and their families and carers (3 Credits)
- Understand autism spectrum condition (ASC) (3 Credits)
- Support individuals with autism spectrum condition (ASC) (4 Credits)
- Support individuals with dementia (4 Credits)

An Adult Care Worker must know and understand:

<p>The job they have to do, their main tasks and responsibilities</p>	<p>The tasks and responsibilities of the job role relevant to the context of the service in which they are working. This could include supporting with social activities, monitoring health, assisting with eating, mobility and personal care.</p> <p>Professional boundaries and limits of their training and expertise.</p> <p>Relevant statutory standards and codes of practice for their role.</p> <p>What the 'duty of care' is in practice.</p> <p>How to contribute towards the development and creation of a care plan underpinned by the individuals preferences in regard to the way they want to be supported.</p> <p>How to identify, respond to and escalate changes to physical, social, and emotional needs of individuals.</p> <p>How to access, follow and be compliant with regulations and organisational policies and procedures.</p>
<p>The importance of having the right values and behaviours</p>	<p>How to support and enable individuals to achieve their personal aims and goals.</p> <p>What dignity means in how to work with individuals and others.</p> <p>The importance of respecting diversity and treating everyone equally.</p>

<p>The importance of communication</p>	<p>The barriers to communication. The impact of non-verbal communication. The importance of active listening. How the way they communicate can affect others. About different forms of communication e.g. signing, communication boards. How to find out the best way to communicate with the individual they are supporting. How to make sure confidential information is kept safe.</p>
<p>How to support individuals to remain safe from harm (Safeguarding)</p>	<p>What abuse is and what to do when they have concerns someone is being abused. The national and local strategies for safeguarding and protection from abuse. What to do when receiving comments and complaints. How to recognise unsafe practices in the workplace. The importance and process of whistleblowing. How to address any dilemmas they may face between a person's rights and their safety.</p>
<p>How to promote health and wellbeing for the individuals they support and work colleagues</p>	<p>The health and safety responsibilities of self, employer and workers. How to keep safe in the work environment. What to do when there is an accident or sudden illness. What to do with hazardous substances. How to promote fire safety. How to reduce the spread of infection. What a risk assessment is and how it can be used to promote person centred care safely.</p>
<p>How to work professionally, including their own professional development</p>	<p>What a professional relationship is with the person being supported and colleagues. How to work together with other people and organisations in the interest of the person being supported. How to be actively involved in their personal development plan. The importance of excellent core skills in writing, numbers and information technology. What to do to develop, sustain and exhibit a positive attitude and personal resilience. Where and how to access specialist knowledge when needed to support performance of the job role.</p>

An Adult Care Worker must be able to:

<p>The main tasks and responsibilities according to their job role</p>	<p>Support individuals they are working with according to their personal care/support plan. Ask for help from an appropriate person when not confident or skilled in any aspect of their role. Provide individuals with information to enable them to have choice about the way they are supported. Encourage individuals to participate in the way their care and support is delivered. Ensure the individual knows what they are agreeing to regarding the way in which they are supported. Contribute to the on-going development of care/support plans for the individual they support. Support individuals with cognitive, physical or sensory impairments.</p>
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<p>Treating people with respect and dignity and honouring their human rights</p>	<p>Ensure dignity is at the centre of all work with the individuals they support, their families, carers and advocates. Demonstrate all work is person centred, accommodating the individual's needs, wishes and preferences. Demonstrate empathy (understanding and compassion) for individuals they support. Demonstrate courage in supporting people in ways that may challenge their personal/cultural beliefs.</p>
<p>Communicating clearly and responsibly</p>	<p>Speak clearly and exhibit positive non-verbal communication to individuals, families, carers and advocates. Use the preferred methods of communication of the individual they support according to their language, culture, sensory needs and their wishes. Identify and take steps to reduce environmental barriers to communication. Demonstrate they can check for understanding. Write clearly and concisely in records and reports. Keep information safe and confidential according to agreed ways of working.</p>
<p>Supporting individuals to remain safe from harm (Safeguarding)</p>	<p>Recognise potential signs of different forms of abuse. Respond to concerns of abuse according to agreed ways of working. Recognise, report and challenge unsafe practices.</p>
<p>Championing health and wellbeing for the individuals they support and for work colleagues</p>	<p>Promote the health and wellbeing of the individual they support. Move people and objects safely. Demonstrate how to reduce the spread of infection, including use of best practice in hand hygiene. Demonstrate the promotion of healthy eating and wellbeing by ensuring individuals have access to fluids, food and nutrition. Demonstrate how to keep people, buildings and themselves safe and secure. Carry out fire safety procedures when required. Use risk assessments to support individuals safely. Recognise symptoms of cognitive impairment, e.g. Dementia, learning disabilities and mental health. Monitor and report changes in health and wellbeing for individuals they support.</p>
<p>Working professionally and seeking to develop their own professional development</p>	<p>Reflect on own work practices. Demonstrate the development of their own skills and knowledge, including core skills in writing, numbers and information technology. Demonstrate their contribution to their development plan. Demonstrate ability to work in partnership with others to support the individual. Identify sources of support when conflicts arise with other people or organisations. Demonstrate they can work within safe, clear professional boundaries. Show they can access and apply additional skills required to perform the specific job role competently.</p>

Cost – £3,000

If your company is a Levy payer this will come out from your Levy account, if your company is a Non-Levy payer or you do not have funds in your Levy account you will be required to pay 10% (£300) towards this cost.

You will also receive an employer incentive of £1000 if the learner is 16-18, paid in two instalments.

Level – 2

Duration – Typically this apprenticeship will take 12 – 18 months

Qualifications – Where an adult care worker has not already achieved Level 1 English and Maths they will need to achieve this level and take the test for Level 2 English and Maths prior to taking the end-point assessment.

Progression – This apprenticeship provides an ideal entry into the occupation and supports progression within the sector.