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|  | | | **Evidence Record Sheet**  OCR Level 6 Diploma in Career Guidance and Development | | |
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| **Unit Title:** | **Explore and agree the career guidance and development needs of clients** | | | | |
| **OCR unit number:** | **Unit 05** | | | | |
|  |  | | | | |
| **Learner Name:** |  | | | | |
| I confirm that the evidence provided is a result of my own work. | | | | | |
| **Signature of learner:** | |  | | **Date:** |  |

| **Learning Outcomes** | **Assessment Criteria** | **Evidence Reference** | **Assessment Method\*** |
| --- | --- | --- | --- |
| 1. Understand methods to explore client career guidance and development needs | 1.1 evaluate methods to explore the career guidance and development needs of clients  1.2 evaluate methods used to develop client decision- making skills with respect to their career guidance and development needs |  |  |
| 2. Understand methods to agree client career guidance and development needs | 2.1 evaluate methods used to agree career guidance and development options  2.2 analyse ways to include clients in the planning and ownership of career guidance and development options |  |  |
| 3. Be able to explore the career guidance and development needs of clients | 3.1 use a range of models and techniques to explore, support and challenge the career guidance and development needs of clients  3.2 use skills and techniques to check client understanding |  |  |
| 4. Be able to agree action plans with clients to meet their career guidance and development needs | 4.1 agree the objectives and content of action plans with clients to meet their career guidance and development needs  4.2 establish with clients support needed to achieve career guidance and development objectives |  |  |
| 5. Be able to evaluate with clients the impact of career guidance and development | 5.1 apply methods to evaluate with clients the impact of career guidance and development  5.2 use evaluation of impact to agree with clients their further career guidance and development needs  5.3 record plans agreed with clients for further career guidance and development |  |  |
| 6. Be able to evaluate the application of career guidance and development theories and models in working with clients | 6.1 comment on and evaluate the effectiveness of career guidance and development theories and models when working with clients |  |  |
| **\*Assessment method key:** O = observation of candidate, EP = examination of product; EWT = examination of witness testimony; ECH = examination of case history; EPS = examination of personal statement; EWA = examination of written answers to questions; QL = questioning of learner; QW = questioning of witness; PD = professional discussion | | | |

I confirm that the learner has demonstrated competence by satisfying all of the criteria for this unit and that I have authenticated the work.

Signature of assessor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (in block capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Countersignature of qualified assessor (if required) and date:

IV initials (if sampled) and date: Countersignature of qualified IV (if required) and date: