

Unit Title: **SHC 22 Introduction to personal development in health, social care or children's and young people's settings**

Level: 2

Credit value: 3

Guided learning hours: 23

Unit accreditation number: L/601/5470

Unit purpose and aim

This unit aims to provide the knowledge, skills and understanding of concepts of personal development and reflective practice which are fundamental to those who work in health or social care settings or with children or young people in a wide range of settings and ways to implement these.

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Exemplification
1 Understand what is required for competence in own work role	1.1 Describe the duties and responsibilities of own role 1.2 Identify standards that influence the way the role is carried out 1.3 Describe ways to ensure that personal attitudes or beliefs do not obstruct the quality of work	Standards may include: <ul style="list-style-type: none"> • Codes of practice • Regulations • Minimum standards • National occupational standards
2 Be able to reflect on own work activities	2.1 Explain why reflecting on practice is an important way to develop knowledge, skills and practice 2.2 Assess how well own knowledge, skills and understanding meet standards 2.3 Demonstrate the ability to reflect on work activities	
3 Be able to agree a personal development plan	3.1 Identify sources of support for own learning and development	Sources of support may include: <ul style="list-style-type: none"> • formal support • informal support • supervision • appraisal

	<p>3.2 Describe the process for agreeing a personal development plan and who should be involved</p> <p>3.3 Contribute to drawing up own personal development plan</p>	<ul style="list-style-type: none"> • within the organisation • beyond the organisation <p>A personal development plan may include:</p> <ul style="list-style-type: none"> • agreed objectives for development • proposed activities to meet objectives • timescales for review <p>Those who should be involved may include:</p> <ul style="list-style-type: none"> • the individual • carers • advocates • supervisor • line manager • or employer • other professionals
4 Be able to develop knowledge, skills and understanding	<p>4.1 Show how a learning activity has improved own knowledge, skills and understanding</p> <p>4.2 Show how reflecting on a situation has improved own knowledge, skills and understanding</p> <p>4.3 Show how feedback from others has developed own knowledge, skills and understanding</p> <p>4.4 Show how to record progress in relation to personal development</p>	

Assessment

This unit needs to be assessed in line with the Skills for Care and Development QCF Assessment principles.

Assessment decisions for competence based learning outcomes (eg those beginning with 'Be able to') must be made in a real work environment by an occupationally competent assessor. Any knowledge evidence integral to these learning outcomes may be generated outside of the work environment but the final assessment decision must be within the real work environment.

This unit is competence based. This means that it is linked to the candidate's ability to competently perform a range of tasks connected with their work. This unit may be assessed using any method, or combination of methods, which clearly demonstrates that the learning outcomes and assessment criteria have been met. This unit requires workplace assessment of occupational competence.

Competence based assessment must include direct observation as the main source of evidence.

Guidance on assessment and evidence requirements

OCR does not stipulate the mode of delivery for the teaching of the content of this unit. Centres are free to deliver this unit using any mode of delivery that meets the needs of their candidates. Centres should consider the candidates' complete learning experience when designing learning programmes.

Details of relationship between the unit and national occupational standards

This unit has been developed by Skills for Care and Development in Partnership with Awarding Organisations. It provides a key progression route between education and employment (or further study/training leading to employment). It is directly relevant to the needs of employers and relates to national occupational standards developed by Skills for Care and Development.

As such, the unit may provide evidence for the following national occupational standards in the children and young people's workforce developed by Skills for Care and Development:

- CCLD 204
- GEN 12
- GEN 13
- HSC 23

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Administrative Guide for Vocational Qualifications*' (A850).

The *OCR Children and Young People's Workforce Centre Handbook* contains important information for anyone delivering, working towards or involved with the Children and Young People's Workforce qualifications, of which this unit forms a part. This can be downloaded from OCR's website www.ocr.org.uk.

This unit is a shared unit. It is located within the subject/sector classification system 01 Health, Public Services and Care and 01.5 Child Development and Well Being.