

<b>Unit Title:</b>	<b>Understand employment responsibilities and rights in health, social care or children and young people's settings</b>
Sector unit reference:	201
Level:	2
Credit value:	3
Guided learning hours:	24
Unit expiry date:	30/09/2015
Unit accreditation number:	R/602/2954

## Unit purpose and aim

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This unit is aimed at those working in a wide range of settings in the health, social care or children and young people's sector.

It covers:

- statutory responsibilities and rights of employees and employers
- awareness of own occupational role and how it fits within the sector
- agreed ways of working with employer
- career pathways
- issues of public concern and how these may influence changes in the sector

<b>Learning Outcomes</b> The learner will:	<b>Assessment Criteria</b> The learner can:	<b>Exemplification</b>
1 Know the statutory responsibilities and rights of employees and employers within own area of work	1.1 List the aspects of employment covered by <b>law</b> 1.2 List the main features of current employment legislation 1.3 Outline why legislation relating to employment exists 1.4 Identify <b>sources and types of information and advice</b> available in relation to employment responsibilities and rights	<b>Law</b> – includes employment law and other legislation such as: <ul style="list-style-type: none"> <li>• Disability Discrimination Act</li> <li>• Health &amp; Safety</li> <li>• Other relevant equalities legislation</li> </ul> <b>Sources and types of information and advice</b> – this should be internal and external where appropriate and should include details of Access to Work and Additional Learning Support.

<b>Learning Outcomes</b> The learner will:	<b>Assessment Criteria</b> The learner can:	<b>Exemplification</b>
2 Understand <b>agreed ways of working</b> that protect own relationship with employer	2.1 Describe the terms and conditions of own contract of employment 2.2 Describe the information shown on own pay statement 2.3 Describe the procedures to follow in event of a grievance 2.4 Identify the personal information that must be kept up to date with own employer 2.5 Explain agreed ways of working with employer	<b>Agreed ways of working</b> includes policies and procedures where these exist; they may be less formally documented with micro-employers. It may cover areas such as: <ul style="list-style-type: none"> <li>• data protection</li> <li>• grievance procedures</li> <li>• conflict management</li> <li>• anti-discriminatory practice</li> <li>• equality &amp; diversity</li> <li>• health and safety</li> </ul>
3 Understand how own role fits within the wider context of the sector	3.1 Explain how own role fits within the delivery of the service provided 3.2 Explain the <b>effect</b> of own role on service provision <b>3.3 Describe how own role links to the wider sector</b> 3.4 Describe the main roles and responsibilities of <b>representative bodies</b> that influence the wider sector	<b>Effect</b> – should include the effect of following good practice and consequences of non-compliance.  <b>How own role links to the wider sector</b> – may include reference to relevant Codes of Practice, National Occupational Standards etc in own area of work.  <b>Representative bodies</b> – may include: government departments, professional bodies, trade unions, sector skills councils, regulatory bodies, consumer groups etc.
4 Understand career pathways available within own and related sectors	4.1 Explore different types of occupational opportunities 4.2 Identify sources of information related to a chosen career pathway 4.3 Identify <b>next steps</b> in own career pathway	<b>Next steps</b> – should include training and development.
5 Understand how <b>issues of public concern</b> may affect the image and delivery of services in the sector	5.1 Identify occasions where the public have raised concerns regarding issues within the sector 5.2 Outline different viewpoints around an issue of public concern relevant to the sector 5.3 Describe how issues of public concern have altered public views of the sector	<b>Issues of public concern</b> - may include media stories, local or national strategies, closures, government drivers, economic issues.

<b>Learning Outcomes</b> The learner will:	<b>Assessment Criteria</b> The learner can:	<b>Exemplification</b>
	5.4 Describe recent changes in service delivery which have affected own area of work	

## Assessment

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

This unit is knowledge based. OCR will provide a set assignment which candidates must complete. The assignment can be downloaded from the web page for this qualification on OCR's website: [www.ocr.org.uk](http://www.ocr.org.uk)

## Guidance on assessment and evidence requirements

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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.

## National Occupational Standards (NOS) mapping/signposting

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This unit has been developed by Skills for Care and Development in Partnership with Awarding Organisations. It is directly relevant to the needs of employers and relates to national occupational standards developed by Skills for Care and Development.

NOS can be viewed on the relevant Sector Skills Council's website or the Occupational standards directory at [www.ukstandards.co.uk](http://www.ukstandards.co.uk)

## Functional skills signposting

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This section indicates where Candidates may have an opportunity to develop their functional skills.

**Link to functional skills standards** <http://www.qcda.gov.uk/15565.aspx>

<b>Functional Skills Standards</b>					
<b>English</b>		<b>Mathematics</b>		<b>ICT</b>	
Speaking and Listening		Representing		Use ICT systems	✓
Reading	✓	Analysing		Find and select information	✓
Writing	✓	Interpreting		Develop, present and communicate information	✓

## Additional information

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

This unit is a shared unit. It is located within the subject/sector classification system 01.3 Health and Social Care.