

Unit Title:	Prepare to deliver services to clients in an outreach setting
OCR unit number	Unit 20
Level:	4
Credit value:	2
Guided learning hours:	15

Unit purpose and aim

This unit aims to develop the learner's understanding of how to deliver services in an outreach setting and the skills of autonomous working

Learning Outcomes	Assessment Criteria
<p>The learner can:</p> <p>1. Understand the characteristics of outreach settings to deliver services</p>	<p>The learner will:</p> <p>1.1 analyse the characteristics of outreach settings to deliver services</p> <p>1.2 explain the services to be delivered in outreach settings</p> <p>1.3 analyse resources required to deliver services in outreach settings</p>
<p>2. Understand autonomous working to deliver services in outreach settings</p>	<p>2.1 analyse the skills needed for autonomous working in outreach settings</p> <p>2.2 explain the boundaries and limitations of own autonomous work in outreach settings</p> <p>2.3 explain the resources available to support own autonomous role in outreach settings</p> <p>2.4 explain the requirement for risk assessment before undertaking outreach work</p> <p>2.5 explain techniques to secure personal safety as an autonomous worker in outreach settings</p>

Assessment

This unit is internally assessed and externally verified by OCR Assessors. Simulations are not allowed.

To achieve a Pass, candidates must produce evidence which meets all of the assessment criteria.

Evidence requirements

All evidence of a candidate's performance must be generated in the workplace. Candidates must produce their own work and assessors use a range of assessment methods. Candidates may provide evidence of knowledge and understanding prior to, or during the assessment phase. Further information regarding suitable forms of evidence can be found in the OCR Level 4 Diploma in Career Information and Advice Centre Handbook.

Guidance on assessment and evidence requirements

In order to provide appropriate evidence to meet the assessment criteria for this unit, direct observation may be used and OCR recommends the use of witness testimony, as appropriate. Other suitable evidence could include:

- assignment/report explaining the skills of autonomous working needed in an outreach setting
- personal statement and/or professional discussion (LO2.4 and 2.5)
- case study

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications*' (A850) on the OCR website www.ocr.org.uk .