



KMPT

Care Certificate Competencies



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V.2.1 4 22 DC

Care Certificate Competencies

Staff Name:

start date:

Assessor:

Line Manager:

Signature Verification Sheet

Name	Job Title	Signature	Initials	Assessor

In order to achieve each standard, you will need to demonstrate to your Assessor/Supervisor the application of the Theory you have studied in your workplace. Please use the checklist to receive feedback from your Assessor/Supervisor on the Competencies you have completed and achieved.

Care Certificate -Standard 1- Understanding Your Role

Essential Competencies	Date and Assessor feedback on Competencies achieved
<p>Demonstrate you are working in accordance with the agreed ways of working;</p> <p>Demonstrate how to access full and up-to-date details of agreed ways of working;</p> <p>Demonstrate behaviours, attitudes and ways of working that can help improve partnership working;</p> <p>Demonstrate how and when to access support and advice about partnership working and resolving conflicts</p>	

Care Certificate- Standard 2 – Your Personal Development

Maps to: **Code of Conduct**
 6. Strive to improve the quality of healthcare, care and support through continuing professional development
Compassion in Practice (6Cs)
 Competence and Commitment

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Contribute to drawing up own personal development plan;</p> <p>Demonstrate how to measure their own knowledge, performance and understanding against relevant standards;</p> <p>Demonstrate how to record progress in relation to their personal development</p>	

Care Certificate- Standard 3- Duty of Care

Maps to: **Code of Conduct**

Purpose: You are responsible for, and have a duty of care to ensure that your conduct does not fall below the standards detailed in the Code. Nothing that you do, or omit to do, should harm the safety and wellbeing of people who use health and care services, and the public.

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

Essential competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate how to respond to comments and complaints in line with legislation and agreed ways of working;</p> <p>Demonstrate how and when to access support and advice about resolving conflicts.</p>	

Care Certificate- Standard 4- Equality and Diversity

Maps to:

Code of Conduct

7. Uphold and promote equality, diversity and inclusion

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication

Essential competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate interaction with individuals that respects their beliefs, culture, values and preferences</p>	

Care Certificate- Standard 5- Working in a person- centred way

Maps to:

Code of Conduct

Purpose: You are responsible for, and have a duty of care to ensure that your conduct does not fall below the standards detailed in the Code. Nothing that you do, or omit to do, should harm the safety and wellbeing of people who use health and care services, and the public

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

Essential competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate awareness of the individual's immediate environment and make changes to address factors that may be causing discomfort or distress;</p> <p>Make others aware of any actions they may be undertaking that are causing discomfort or distress to individuals;</p> <p>Support individuals to minimise pain or discomfort, including recognising signs and taking appropriate action;</p> <p>Demonstrate that their own attitudes and behaviours promote emotional and spiritual wellbeing;</p> <p>Demonstrate that their actions promote person-centred values including individuality, independence, privacy, partnership, choice, dignity, respect and rights.</p>	

Care Certificate- Standard 6- Communication

Maps to:

Code of Conduct

4. Communicate in an open and effective way to promote the health, safety and wellbeing of people who use health and care services and their carers

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate the use of appropriate verbal and non-verbal communication including tone, volume, eye contact, body language and communication aids;</p> <p>Check that communication aids / technologies are clean and working, and report any concerns to an appropriate person</p>	

Care Certificate- Standard 7- Privacy and Dignity

Maps to:

Code of Conduct

2. Promote and uphold the privacy, dignity, rights, health and wellbeing of people who use health and care services and their carers at all times

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate that their actions maintain the privacy of the individual when discussing care and support;</p> <p>Demonstrate that the privacy and dignity of the individual is maintained in line with the person's individual needs and preferences when providing personal care;</p> <p>Demonstrate how to support individuals to make informed choices; Reflect on how their own personal views could influence an individual's own choices or decisions;</p> <p>Demonstrate that they can support the active participation of individuals in their care;</p> <p>Reflect on how their own personal views could restrict the individual's ability to actively participate in their care.</p>	

Care Certificate- Standard 8- Fluids and Nutrition

Maps to:

Code of Conduct

2. Promote and uphold the privacy, dignity, rights, health and wellbeing of people who use health and care services and their carers at all times

3. Work in collaboration with your colleagues to ensure the delivery of high quality, safe and compassionate healthcare, care and support

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

National Occupational Standards

- **SCDHSC0213** Provide food and drink to promote individuals' health and well being
- **SCDHSC0214** Support individuals to eat and drink

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Support individuals to have access to fluids in accordance with their plan of care, for example checking that drinks are within reach of those that have restrictions on their movement / mobility, or checking that drinks are refreshed on a regular basis;</p> <p>Support individuals to have access to food and nutrition in accordance with their plan of care, for example checking that food is at the appropriate temperature and in accordance with the plan of care.</p>	

Care Certificate- Standard 9- Dementia, Learning Disability and Mental Health Awareness

Maps to: Code of Conduct n/a

Compassion in practice (6Cs)

Care, Compassion, Competence, Communication, Courage and commitment

National Occupational Standard MH14.201

Identify potential mental health needs and related issues

*Assessment must include the learner's knowledge of the mental capacity act (2005). This is a checklist of things to consider when deciding what's in the persons 'best interests

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Understand the needs and experiences of people with mental health conditions, dementia or learning disabilities;</p> <p>Understand the importance of promoting positive health and well-being for an individual who may have a mental health condition, dementia or a learning disability;</p> <p>Understand adjustments which may be necessary in care delivery.</p>	

Care Certificate- Standard 13- Health and Safety

Maps to:

Code of Conduct

1. Be accountable by making sure you can answer for your actions or omissions
2. Promote and uphold the privacy, dignity, rights, health and wellbeing of people who use health and care services and their carers at all times
3. Work in collaboration with your colleagues to ensure the delivery of high quality, safe and compassionate healthcare, care and support
4. Communicate in an open and effective way to promote the health, safety and wellbeing of people who use health and care services and their carers

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate how to move and assist people and objects safely, maintaining the individual's dignity, and in line with legislation and agreed ways of working;</p> <p>Demonstrate safe practices for storing, using and disposing of hazardous substances</p>	

Care Certificate- Standard 14 – Handling Information

Maps to: **Code of Conduct**

5. Respect people's right to confidentiality

Compassion in Practice 6C's

Care, Compassion, Competence, Communication, Courage and Commitment

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate how to keep records that are up to date, complete, accurate and legible.</p> <p>Describe the agreed ways of working and legislation regarding the recording, storing and sharing of information</p>	

Care Certificate- Standard 15- Infection and Prevention Control

Maps to:

Compassion in Practice (6Cs)

Care, Compassion, Competence, Communication, Courage and Commitment

Code of Conduct

Essential Competencies	Date and Assessors Feedback on Competencies achieved
<p>Demonstrate effective hand hygiene</p> <p>Demonstrate how to follow protocols for dealing with spills and body fluids</p> <p>List common types of personal protective clothing, equipment and procedures and how and when to use them</p> <p>**Explain the principles of safe handling of infected or soiled linen and clinical waste</p> <p>** only if applicable to area of work otherwise put N/A</p>	

Care Certificate: Competency Checklist - Final Sign off

Standard	Training completed (sign and date)	Comments
1. Understand your role		
2. Your personal development		
3. Duty of care		
*4. Equality & Diversity		
5. Work in a person-centred way		
6. Communication		
7. Privacy and dignity		
8. Fluids and nutrition		
9. Mental health awareness, dementia and learning disability		
*10. Safeguarding Adults		
*11. Safeguarding Children		
*12. Basic Life Support		
*13. Health & Safety		
*14. Handling Information		
*15. Infection Prevention & Control		

*Denotes Essential training that must have been completed to gain Care Certificate for these standards covered by specialist trainers.

Participant's confirmation

I confirm that I have completed the required training and am competent to the standard required by the Care Certificate.

Signed:

Date:

Manager's confirmation

I have observed the above participant in practice and confirm they are competent to the standard required by the Care Certificate.

Signed:

Date:

Discuss completed workbooks with assessor/supervisor and sign of competency sheet. Manager to sign also and send all workbooks and competency sheet to kmpt.training@nhs.net

The Care Certificate

Skills, knowledge and behaviours to provide compassionate, safe and high quality care and support



