

## **HSC23            Develop your knowledge and practice (Level 2)**

### **Elements of Competence**

**HSC23a**        Evaluate your work

**HSC23b**        Use new and improved skills and knowledge in your work

### **About this unit**

This unit requires you to evaluate your skills and knowledge, seek help to develop these and use new knowledge and skills when carrying out the activities for which you are responsible.

### **Scope**

The scope is here to give you guidance on possible areas to be covered in this unit. The terms in this section give you a list of options linked with items in the performance criteria. You need to provide evidence for any option related to your work area.

**Feedback** could be provided: orally; in written form; electronically and it should be communicated using the individual's preferred spoken language and the use of signs; symbols; pictures; writing; objects of reference; communication passports; other non verbal forms of communication; human and technological aids to communication.

**Key people** include: family; friends; carers; others with whom the individual has a supportive relationship.

Your **knowledge and understanding** will be specifically related to legal requirements and codes of practice applicable to your job; your work activities; the job you are doing (e.g. domiciliary, residential care, hospital settings) and the individuals you are working with.

### **Values underpinning the whole of the unit**

The values underpinning this unit have been derived from the key purpose statement<sup>1</sup>, the statement of expectations from carers and people receiving services, relevant service standards and codes of practice for health and social care in the four UK countries. These can be found in the principles of care unit HSC24. To achieve this unit you must demonstrate that you have applied the principles of care outlined in unit HSC24 in your practice and through your knowledge.

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<sup>1</sup> The key purpose identified for those working in health and social care settings is "to provide an integrated, ethical and inclusive service, which meets agreed needs and outcomes of people requiring health and/or social care"

## Key Words and Concepts

This section provides explanations and definitions of the key words and concepts used in this unit. In occupational standards it is quite common to find words or phrases used which you will be familiar with, but which, in the detail of the standards, may be used in a very particular way. **Therefore, we would encourage you to read this section carefully before you begin working with the standards and to refer back to this section as required.**

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<b>Active support</b>	Support that encourages individuals to do as much for themselves as possible to maintain their independence and physical ability and encourages people with disabilities to maximise their own potential and independence
<b>Individuals</b>	The actual people requiring health and care services. Where individuals use advocates and interpreters to enable them to express their views, wishes or feelings and to speak on their behalf, the term individual within this standard covers the individual and their advocate
<b>Key people</b>	Are those people who are key to an individual's health and social well-being. These are people in the individual's life who can make a difference to their health and well-being
<b>Others</b>	Are other people within and outside your organisation that are necessary for you to fulfil your job role
<b>Rights</b>	The rights that people have to: <ul style="list-style-type: none"><li>• be respected</li><li>• be treated equally and not be discriminated against</li><li>• be treated as an individual</li><li>• be treated in a dignified way</li><li>• privacy</li><li>• be protected from danger and harm</li><li>• be cared for in the way that meets their needs, takes account of their choices and also protects them</li><li>• access information about themselves</li><li>• communicate using their preferred methods of communication and language</li></ul>

## **HSC23a** Evaluate your work

### **Performance Criteria**

You need to show that,

1. you assess how well you carry out your work activities
2. you support **individuals** and **key people** to give you feedback on your work
3. you identify how your values, belief systems and experiences may affect your work with individuals
4. you identify any skills, knowledge and support that would help you to carry out your work activities more effectively
5. you access and use appropriate support and information to improve your work

## **HSC23b** Use new and improved skills and knowledge in your work

### **Performance Criteria**

You need to show that,

1. you use the evaluation of your skills and knowledge to improve your work activities
2. you work with others to:
  - identify new skills and knowledge relevant to, and which can improve your work activities
  - access any training you may need to gain the new and improved skills and knowledge
3. you discuss, develop and review, with appropriate people, the usefulness of the new and improved skills and knowledge to your work activities
4. you confirm with the appropriate people that it is safe and legal before applying new skills and knowledge
5. you use new and improved skills and knowledge that have been agreed are appropriate to your work activities
6. you evaluate, and support individuals and key people to evaluate if, and how your new and improved skills and knowledge have enhanced your work

## **Knowledge Specification for the whole of this unit**

Competent practice is a combination of the application of skills and knowledge informed by values and ethics. This specification details the knowledge and understanding required to carry out competent practice in the performance described in this unit.

When using this specification **it is important to read the knowledge requirements in relation to expectations and requirements of your job role.**

You need to show that you know, understand and can apply in practice:

### **Values**

1. legal and organisational requirements on equality, diversity, discrimination and **rights** when working with individuals and others to improve your knowledge and practice

### **Legislation and organisational policy and procedures**

2. codes of practice and conduct; standards and guidance relevant to your own and the roles, responsibilities, accountability and duties of others in relation to developing your skills and knowledge and improving your practice
3. current local, UK and European legislation, and organisational requirements, procedures and practices for accessing training and undertaking personal and professional development activities
4. The purpose of, and arrangements for your supervision and appraisal

### **Theories and practice**

5. purpose and ways to access professional development activities and opportunities
6. how to keep your skills and knowledge up-to-date
7. organisations that provide development opportunities to meet your needs and how to access these
8. how to plan training, development opportunities and other support to develop your skills and knowledge
9. how to learn from:
  - your own and others' practice
  - other sources of information and support
10. study and other abilities that will enable you acquire new skills and knowledge, apply these to your own practice and evaluate their effectiveness
11. how to evaluate your own values, skills and knowledge
12. how to work with individuals, key people and others to evaluate your practice and improve you skills and knowledge