Unit 4222-202 Introduction to personal development in health, social care or children's and young people's settings (SHC 22)

Level: **2**
Credit value: **3**
UAN: **L/601/5470**

Unit aim
This unit is aimed at those who work in health or social care settings or with children or young people in a wide range of settings. The unit introduces the concepts of personal development and reflective practice which are fundamental to such roles, and ways to implement these.

Learning outcomes
There are **four** learning outcomes to this unit. The learner will:
1. Understand what is required for competence in own work role
2. Be able to reflect on own work activities
3. Be able to agree a personal development plan
4. Be able to develop own knowledge, skills and understanding

Guided learning hours
It is recommended that **23** hours should be allocated for this unit, although patterns of delivery are likely to vary.

Details of the relationship between the unit and relevant national standards
This unit is linked to CCLD 204
- GEN 12 GEN 13
- HSC 23
- Themes recur as knowledge requirements,
- performance criteria and core values throughout HSC and CCLD NOS.

Support of the unit by a sector or other appropriate body
This unit is endorsed by Skills for Care and Development.

Assessment
This unit must be assessed in accordance with Skills for Care and Development's QCF Assessment Principles.
Learning outcomes 2, 3 and 4 must be assessed in a real work environment.

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Assessment Criteria

Outcome 1 Understand what is required for competence in own work role

The learner can:

1. describe the duties and responsibilities of own role
2. identify **standards** that influence the way the role is carried out
3. describe ways to ensure that personal attitudes or beliefs do not obstruct the quality of work.

Outcome 2 Be able to reflect on own work activities

The learner can:

1. explain why reflecting on work activities is an important way to develop knowledge, skills and practice
2. assess how well own knowledge, skills and understanding meet standards
3. demonstrate the ability to reflect on work activities.

Outcome 3 Be able to agree a personal development plan

The learner can:

1. identify **sources of support** for own learning and development
2. describe the process for agreeing a **personal development plan** and **who should be involved**
3. contribute to drawing up own personal development plan.

Outcome 4 Be able to develop own knowledge, skills and understanding

The learner can:

1. show how a learning activity has improved own knowledge, skills and understanding
2. show how reflecting on a situation has improved own knowledge, skills and understanding
3. show how feedback from others has developed own knowledge, skills and understanding
4. show how to record progress in relation to personal development.

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Additional guidance

- **Standards** may include:
  - Codes of practice
  - Regulations
  - Minimum standards
  - National occupational standards
- A **personal development plan** may have a different name but will record information such as agreed objectives for development, proposed activities to meet objectives, timescales for review, etc.
- **Sources of support** may include:
  - Formal support
  - Informal support
  - Supervision
  - Appraisal
  - Within the organisation
  - Beyond the organisation
- **Who should be involved** may include:
  - The individual
  - Carers
  - Advocates
  - Supervisor, line manager or employer
  - Other professionals