Unit 316 Collaborate with other departments

UAN:	**M/506/1931**
Level:	3
Credit value:	3
GLH:	14
Relationship to NOS:	Management & Leadership (2012) National Occupational Standards: • CFAM&LBB2 Develop, maintain and evaluate business continuity plans and arrangements
Assessment requirements specified by a sector or regulatory body:	This unit is endorsed by Skills CFA Assessment Strategy Competence units (S/NVQ)
Aim:	This unit aims to develop the knowledge and skills required to collaborate with other departments. Upon completion of this unit, learners will understand how to collaborate with other departments and be able to identify opportunities for collaboration and consequently collaborate with other departments.

Learning outcome
The learner will: 1. understand how to collaborate with other departments
Assessment criteria
The learner can: 1.1 explain the need for collaborating with other departments 1.2 explain the nature of the interaction between their own team and other departments 1.3 explain the features of effective collaboration 1.4 explain the potential implications of ineffective collaboration with other departments 1.5 explain the factors relating to knowledge management that should be considered when collaborating with other departments.

Assessment Guidance
Evidence may be supplied by: • report • professional discussion • questioning

Learning outcome
The learner will: 2. be able to identify opportunities for collaboration with other departments
Assessment criteria
The learner can: 2.1 analyse the advantages and disadvantages of collaborating with other departments 2.2 identify with which departments collaborative relationships should be built 2.3 identify the scope for and limitations of possible collaboration.

Assessment Guidance
Evidence may be supplied by: • report • professional discussion • questioning

Learning outcome
The learner will: 3. be able to collaborate with other departments
Assessment criteria
The learner can: 3.1 agree service level agreements (SLAS), objectives and priorities of collaborative arrangements 3.2 work with other departments in a way that contributes to the achievement of organisational objectives.

Assessment Guidance
Evidence may be supplied by: • professional discussion • questioning • witness testimony • product.