

## Unit 4: Personal and Professional Development in Health and Social Care

**Unit code:** K/601/1572

**QCF level:** 4

**Credit value:** 15

### ● Aim

The aim of this unit is to encourage learners to develop as reflective practitioners by applying their understanding and skills to their own health and social care setting.

### ● Unit abstract

This unit provides learners with an opportunity to develop as reflective practitioners. A minimum of 200 hours of work experience will be completed in order to achieve the unit. This practice will provide the basis of evidence for assessment of the unit.

Learners' practice, observations and learning in the workplace will be supplemented with wider understanding and knowledge from all parts of the course.

Evidence of learning will be presented through a portfolio that reflects the learner's ability as a reflective practitioner. Planning, monitoring and revision of personal development plans would be appropriate evidence for achieving personal targets and learning outcomes.

Evidence from workplace settings should be validated and authenticated by appropriately qualified expert witnesses.

It is essential that learners and assessors respect the confidentiality of information from the workplace at all times.

### ● Learning outcomes

**On successful completion of this unit a learner will:**

- 1 Understand how personal values and principles influence individual contributions to work in health and social care settings
- 2 Be able to produce, monitor, revise and evaluate plans for personal progress in developing the skills and abilities required of a health and social care practitioner
- 3 Understand the application of principles of professional engagement with users of health and social care services
- 4 Be able to demonstrate development of own skills and understanding in relation to working with others in health and social care practice.

## Unit content

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### 1 Understand how personal values and principles influence individual contributions to work in health and social care settings

*Personal values:* influences of eg beliefs and preferences, culture, political perspectives, interests and priorities, change over lifespan

*Culture and experiences:* influences of eg family, ethnicity, belief, education, employment, age and gender, life events

*Values and principles:* equal rights, diversity, confidentiality, protection from abuse and harm

*New developments:* legislation, policies, research, priorities and targets

*Change to personal values:* influences of eg overcoming of tensions between personal values and principles of good practice; differences relating to values of others eg users of service, workplace organisations, other people with whom you work

### 2 Be able to produce, monitor, revise and evaluate plans for personal progress in developing the skills and abilities required of a health and social care practitioner

*Own abilities and learning styles:* planning cycle, practical skills, interpersonal skills, application to practice, level of performance, learning experiences and preferred learning style

*Personal development plan:* for acquiring new skills, updating practice, learning, career development; three months, one year, five years

### 3 Understand the application of principles of professional engagement with users of health and social care services

*Professional relationships:* with individuals, their family and friends, team members, line managers, workers in other agencies; rights and responsibilities of users of service versus care workers and others; professional codes; trust; advocacy; empowerment

*Models of support:* medical health versus social model; individual benefit versus organisational benefit

*Dilemmas:* risk, abuse, challenging behaviour, conflict, ethics, confidentiality versus disclosure, expectations changing over time, conflicts between principles of good practice and values of others

*Own practice:* roles eg meeting needs of users of service, provider of health and social care services, facilitator, advocate, adviser, counsellor, mentor

*Barriers:* miscommunication, different professional codes of practice, group cohesiveness, personalities

4 **Be able to demonstrate development of own skills and understanding in relation to working with others in health and social care practice**

*Own contribution:* skills, knowledge, understanding, communication information, responsibilities; models of reflection, critical reflection

*Collective effectiveness of teams:* meeting needs and expectations of users of service, improving team performance, supporting other team members, meeting objectives, formal and informal roles within organisational structures and systems

*Barriers:* interpersonal interactions; professional codes, differing priorities, expectations, experience, accountability

## Learning outcomes and assessment criteria

Learning outcomes On successful completion of this unit a learner will:	Assessment criteria for pass The learner can:
LO1 Understand how personal values and principles influence individual contributions to work in health and social care settings	1.1 compare personal values and principles with the principles of support for working in health and social care 1.2 assess how personal culture and experience influence own role in supporting users of services and others in health and social care settings 1.3 discuss how new developments and changes to personal values can impact on work in health and social care
LO2 Be able to produce, monitor, revise and evaluate plans for personal progress in developing the skills and abilities required of a health and social care practitioner	2.1 assess current skills ability and learning style 2.2 produce a holistic development plan with short-medium- and long-term goals 2.3 monitor progress against the plan according to the requirements of a health and social care practitioner, revising the plan as required 2.4 evaluate the effectiveness of the development plan to own development as a health and social care practitioner
LO3 Understand the application of principles of professional engagement with users of health and social care services	3.1 explain the nature of different professional relationships in health and social care contexts 3.2 evaluate personal effectiveness in promoting and supporting the rights of the individual 3.3 discuss ways to resolve issues encountered in professional relationships
LO4 Be able to demonstrate development of own skills and understanding in relation to working with others in health and social care practice.	4.1 evaluate the effectiveness of personal contributions when working with others in health and social care practice 4.2 explain how the limits of own work role impacts on work with others 4.3 analyse own role in minimising barriers to effective teamwork in health and social care practice 4.4 discuss how to improve personal contributions to the collective effectiveness of a team.

## Guidance

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### Links

This unit has links with, for example:

- *Unit 23: Employability Skills*
- *Unit 28: Work-based Experience.*

This unit should be completed prior to progressing onto these optional units.

This unit also has links with the National Occupational Standards in Health and Social Care. See *Annexe B* for mapping.

This unit also has links with the National Occupational Standards in Leadership and Management for Care Services. See *Annexe C* for mapping.

### Essential requirements

A minimum of 200 hours of work experience must be completed to achieve this unit. Liaison with work-based mentors is recommended to ensure learner experience in practice settings is appropriate in addressing all the learning outcomes and assessment criteria.

Learners will need individual support through tutorials and meetings with work-place mentors to devise appropriate development plans.

Learners will need guidance about presenting evidence so that it effectively reflects their abilities as a developing care worker in the field of health or social care.