HSC23 **Develop your knowledge and practice**

Elements of Competence

HSC23a Evaluate your work
HSC23b Use new and improved skills and knowledge in your work

About this unit[1]

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 individuals 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 individuals have 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 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[2], the statement of expectations from carers and people accessing services, relevant service standards and codes of practice for health, social or 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.

[1] The term 'unit' is used in this report to refer to each separate standard within the NOS suite

[2] The key purpose identified for those working in health, social or 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. **You should read this section carefully before you begin working with the standards and refer to it if you are unsure about anything in the unit**.

Active support	Working in a way that recognises people have a right to take part in the activities and relationships of everyday life as independently as they can, and so supports them by helping only with what they really cannot do for themselves
Individuals	People using health, social or 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 individuals and their advocates or interpreters
Key people	Those people who are key to an individual's health and social well-being. These are people in individuals lives who can make a difference to their health and well-being
Others	Other people within and outside your organisation who are necessary for you to fulfil your job role
Rights	The rights that individuals have to: • be respected • be treated equally and not be discriminated against • be treated as an individual • be treated in a dignified way • privacy • be protected from danger and harm • be supported and cared for in a way that meets their needs, takes account of their choices and also protects them • access information about themselves • communicate using their preferred methods of communication and language

HSC23a Evaluate your work

Performance Criteria

You need to,

1. assess how well you carry out your work activities
2. actively seek feedback from **individuals** and **key people** on the way you carry out your work
3. identify the way your values, belief systems and experiences may affect your work with individuals
4. identify any skills, knowledge and support that would help you to carry out your work activities more effectively
5. 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,

1. use the evaluation of your skills and knowledge to improve your work activities
2. 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. discuss, develop and review, with appropriate people, the usefulness of the new and improved skills and knowledge to your work activities
4. confirm with the appropriate people that it is safe and legal before applying new skills and knowledge
5. use new and improved skills and knowledge that have been agreed are appropriate to your work activities
6. 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. You must show that you abide by Codes of Practice and use your knowledge and skills in your every day work. Therefore, 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. how legislation and organisational requirements on equality, diversity, discrimination and **rights** have an impact on the way you work with individuals to improve your knowledge and practice
2. 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

3. 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
4. current UK legislative requirements and guidelines and organisational requirements, procedures and practices for accessing training and undertaking personal and professional development activities
5. The purpose of, and arrangements for your supervision and appraisal

Theories and practice

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