

Transferable Role Template

Career Framework Level 4

Well-being Co-ordinator

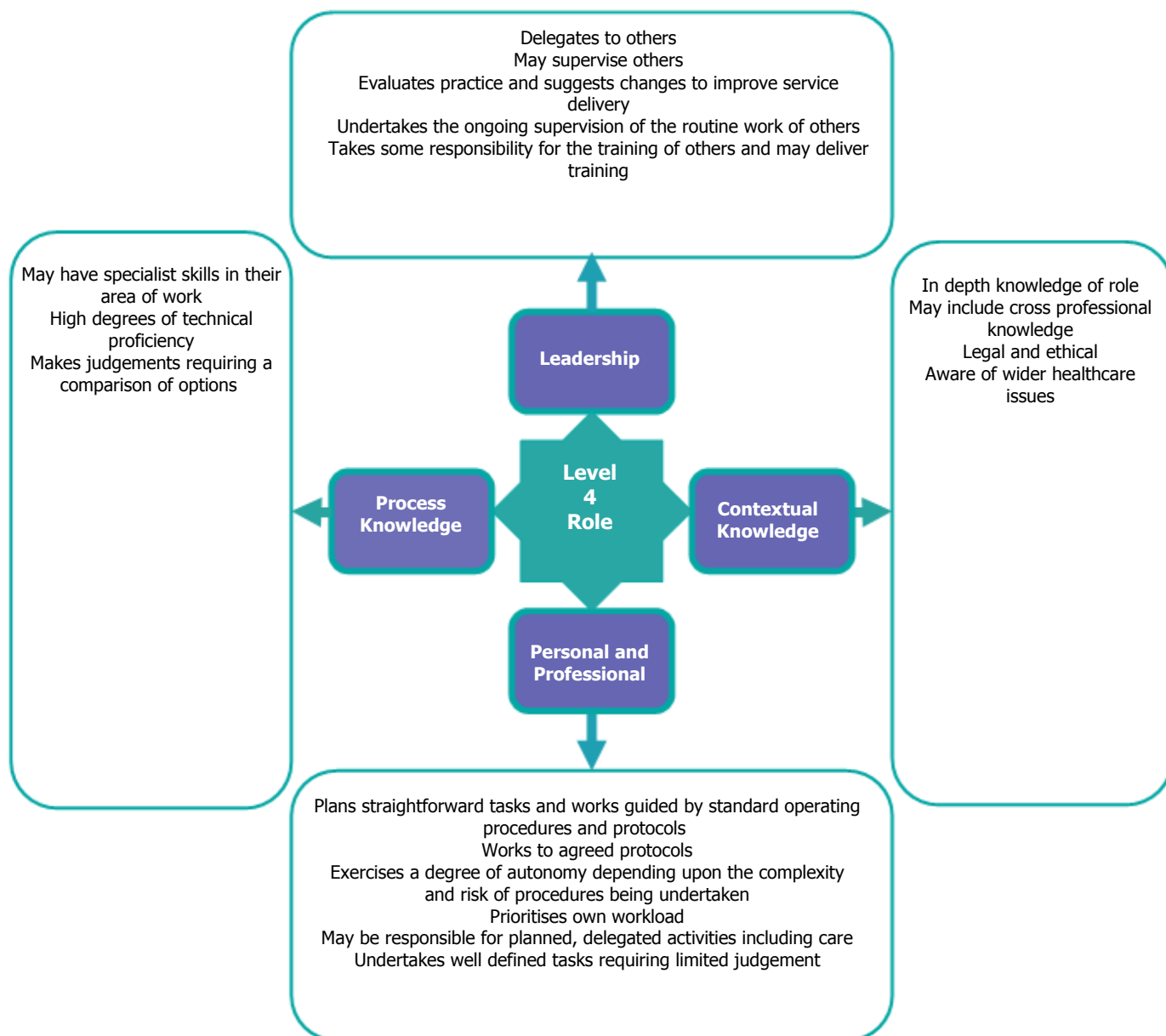
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Developers

Developed in consultation with:
Age UK Cheshire East
East Cheshire NHS Trust
East Cheshire CCG
South & Vale Royal CCG

Level Descriptors

Key characteristics of a Level 4 Role



Definition of the Level 4 Role

People at level 4 require factual and theoretical knowledge in broad contexts within a field of work. Work is guided by standard operating procedures, protocols or systems of work, but the worker makes judgments, plans activities, contributes to service development and demonstrates self- development. They may have responsibility for supervision of some staff.

Example of Role at Level 4

Assistant Practitioner:

Assistant practitioners have a required level of knowledge and skill enabling them to undertake tasks that may otherwise have been undertaken by a practitioner. They will have developed specific technical skills and have a high degree of technical proficiency. They will exercise a degree of autonomy and undertake well defined tasks requiring limited judgement. They may have line management responsibility for others.

An assistant practitioner is a worker who competently delivers health and/or social care to and for people. They have a required level of knowledge and skill beyond that of the traditional healthcare assistant or support worker. The assistant practitioner would be able to deliver elements of health and social care and undertake clinical work in domains that have previously only been within the remit of registered professionals. The assistant practitioner may transcend professional boundaries. They are accountable to themselves, their employer, and more importantly, the people they serve.

The characteristics of an assistant practitioner have been developed by Skills for Health working with focus groups of employers and other stakeholders.

Basic Information:

| | |
|------------------------|--|
| Named Role | Well-Being Co-Ordinator |
| Area of work | Community NHS Or Local Authority Or Independent, Health Promotion, Primary Care, Public Health |
| Role Family | Health Promotion |
| Experience required | N/A |
| Career Framework Level | 4 |

Summary of Role

The role will involve supporting people to self-manage long-term conditions.

Scope of the Role

The role will involve supporting people to self-manage long-term conditions, to adapt health-promoting behaviours, have increased understanding and control over their conditions, and an increased sense of well-being from other activities and social connections. The role will be a member of integrated health and social care teams, accepting referrals for people who need this additional support. This will include building more effective pathways between health and social care services and the local voluntary and community sector.

The role will work with people to develop their own goals, agree plans to improve well-being, and address lifestyle issues in doing so, it is anticipated that people will be better equipped to manage their own conditions, and have improved resilience.

All level 4 transferable roles have the following common/core competences. All competences are national occupational standards (NOS)

Specific competences have been identified for each role.

Any additional competences specific to the locality should then be identified locally using the Skills for Health competence tools and the health functional map and added to the template using the same format.

Level 4 Core Competences / National Occupational Standards:

| Underpinning Principle | Reference Function | | Competence |
|---|--------------------|---|---|
| 1. COMMUNICATION | 1.2 | Communicate effectively | GEN97 Communicate effectively in a healthcare environment http://tools.skillsforhealth.org.uk/competence/show/html/id/3001 |
| 2. PERSONAL & PEOPLE DEVELOPMENT | 2.1.1 | Develop your own practice | SCDHSC0023 Develop your own knowledge and practice http://tools.skillsforhealth.org.uk/competence/show/html/id/3517 |
| | 2.1.2 | Reflect on your own practice | GEN23 Monitor your own work practices http://tools.skillsforhealth.org.uk/competence/show/html/id/2051 |
| 3. HEALTH SAFETY & SECURITY | 3.5.1 | Ensure your own actions reduce risks to health and safety | IPC2.2012 Perform hand hygiene to prevent the spread of infection http://tools.skillsforhealth.org.uk/competence/show/html/id/3309 |
| | | | PROHSS1 Make sure your own actions reduce risks to health and safety http://tools.skillsforhealth.org.uk/competence/show/html/id/3327 |
| | | | PMWRV1 Make sure your actions contribute to a positive and safe working culture http://tools.skillsforhealth.org.uk/competence/show/html/id/4027 |
| | 3.5.2 | Protect individuals from abuse | SCDHSC0024 Support the safeguarding of individuals http://tools.skillsforhealth.org.uk/competence/show/html/id/3518 |
| 5. QUALITY | 5.1.1 | Act within the limits of your competence and authority | GEN63 Act within the limits of your competence and authority http://tools.skillsforhealth.org.uk/competence/show/html/id/85 |
| | 5.1.2 | Manage and organise your own time and activities | HT4 Manage and organise your own time and activities http://tools.skillsforhealth.org.uk/competence/show/html/id/2501 |
| 6. EQUALITY & DIVERSITY | 6.1 | Ensure your own actions support equality of opportunity and diversity | SCDHSC0234 Uphold the rights of individuals http://tools.skillsforhealth.org.uk/competence/show/html/id/3506 |
| B. HEALTH INTERVENTION | B2.1 | Obtain information from individuals about their health status and needs | CHS169 Comply with legal requirements for maintaining confidentiality in healthcare http://tools.skillsforhealth.org.uk/competence/show/html/id/2820 |
| D. INFORMATION MANAGEMENT / INFORMATION AND COMMUNICATION TECHNOLOGY | D2.4 | Maintain information / record systems | CFA_BAD332 Store and retrieve information using a filing system http://tools.skillsforhealth.org.uk/competence/show/html/id/4104 |

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|---|--------|--|---|
| H. MANAGEMENT & ADMINISTRATION | H1.3.1 | Contribute to the effectiveness of teams | SCDHSC0241 Contribute to the effectiveness of teams http://tools.skillsforhealth.org.uk/competence/show/html/id/3509 |
| | H2.6 | Receive and pass on messages and information | ESKITU020 Use digital communications http://tools.skillsforhealth.org.uk/competence/show/html/id/4150 |

Role Specific Competences / National Occupational Standards:

| Underpinning Principle | Reference Function | | Competence |
|---|--------------------|---|---|
| 1. COMMUNICATION | 1.2 | Communicate effectively | OP1 Communicate with older people and their carers http://tools.skillsforhealth.org.uk/competence/show/html/id/612 |
| | | | GEN62 Collate and communicate health information to individuals http://tools.skillsforhealth.org.uk/competence/show/html/id/2317 |
| | | | GEN99 Promote effective communication and relationships with people who are troubled or distressed http://tools.skillsforhealth.org.uk/competence/show/html/id/3861 |
| | 1.4 | Develop relationships with individuals | CHS100 Develop relationships with individuals with long term conditions http://tools.skillsforhealth.org.uk/competence/show/html/id/2263 |
| | 1.5 | Provide information, advice and guidance | GEN14 Provide advice and information to individuals on how to manage their own condition http://tools.skillsforhealth.org.uk/competence/show/html/id/377 |
| | | | RenTP17 Investigate patients' enquiries about their health http://tools.skillsforhealth.org.uk/competence/show/html/id/1999 |
| 2. PERSONAL & PEOPLE DEVELOPMENT | 2.1.1 | Develop your own practice | GEN31 Initiate, and participate in, networks and discussion groups http://tools.skillsforhealth.org.uk/competence/show/html/id/2290 |
| A. ASSESSMENT | A2.5 | Agree courses of action following assessment | CHS45 Agree courses of action following assessment to address health and wellbeing needs of individuals http://tools.skillsforhealth.org.uk/competence/show/html/id/2219 |
| B. HEALTH INTERVENTION | B3.4.1 | Receive and direct requests for health care assistance using protocols and guidelines | CHS59 Respond to referrals of individuals with health conditions http://tools.skillsforhealth.org.uk/competence/show/html/id/2235 |
| | B3.4.2 | Refer individuals to services for treatment and care | GEN123 Work with others to facilitate the transfer of individuals between agencies and services http://tools.skillsforhealth.org.uk/competence/show/html/id/3889 |

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|---|--------|--|---|
| | B16.3 | Assist individuals in undertaking activities | GEN47 Agree actions to assist individuals in undertaking desired occupational and non-occupational activities http://tools.skillsforhealth.org.uk/competence/show/html/id/2225 |
| | B16.4 | Support individuals to retain, regain and develop the skills to manage their lives and environment | SCDHSC0027 Support individuals in their daily living http://tools.skillsforhealth.org.uk/competence/show/html/id/3537 |
| C. HEALTH PROMOTION & PROTECTION | C1.2.2 | Implement strategies to promote individuals' health and wellbeing | PHP31 Work in partnership with others to implement strategies for improving health and wellbeing http://tools.skillsforhealth.org.uk/competence/show/html/id/2431 |
| | C2.1 | Encourage behavioural change in people and agencies to promote health and wellbeing | MH27.2012 Reinforce positive behavioural goals during relationships with individuals http://tools.skillsforhealth.org.uk/competence/show/html/id/3376 |
| | C2.2 | Provide information to individuals, groups and communities about promoting health | HT2 Communicate with individuals about promoting their health and wellbeing http://tools.skillsforhealth.org.uk/competence/show/html/id/2499 |
| | C2.3 | Facilitate the development of community groups / networks | HT1 Make relationships with communities http://tools.skillsforhealth.org.uk/competence/show/html/id/2498 |
| D. INFORMATION MANAGEMENT / INFORMATION AND COMMUNICATION TECHNOLOGY | D2.1 | Collect and validate data and information for processing | SFJCPS 8.12 Search databases and sources of information http://tools.skillsforhealth.org.uk/competence/show/html/id/3272 |
| F. EDUCATION LEARNING & RESEARCH | F4.4 | Enable individuals to develop the knowledge and skills to manage their own health needs | PE5 Develop relationships with individuals that support them in addressing their health needs http://tools.skillsforhealth.org.uk/competence/show/html/id/2105 |
| H. MANAGEMENT & ADMINISTRATION | H1.3.1 | Contribute to the effectiveness of teams | SCDHSC3100 Participate in inter-disciplinary team working to support individuals http://tools.skillsforhealth.org.uk/competence/show/html/id/3420 |
| | H2.6 | Receive and pass on messages and information | SCDHSC0242 Deal with messages and information http://tools.skillsforhealth.org.uk/competence/show/html/id/3510 |

Facets of Role (National Occupational Standards):

| Underpinning Principle | Reference Function | | Competence |
|------------------------|--------------------|---------------|------------|
| | | None Assigned | |

Locality Specific Competences / National Occupational Standards:

| Underpinning Principle | Reference Function | | Competence |
|------------------------|--------------------|---------------|------------|
| | | None Assigned | |

Indicative Learning and Development

| Transferable role | Well-being Co-ordinator |
|--|--------------------------------|
| Formal endorsed learning | |
| Informal learning | |
| Summary of learning and development including aims and objectives | |
| Duration | |
| National Occupational Standards used | |
| Credits (including framework used) | |
| Accreditation | |
| APEL and progression | |
| Programme structure | |
| Continuous Professional Development | Not specified |
| Resources required, e.g. placement learning, preceptors, accredited assessors etc | |
| Quality Assurance | |
| Policies included in learning programme documentation | |
| Funding | |
| Leading to registration or membership with: | |

References & Further Information:

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