

CLINICAL HEALTHCARE LEVEL 2



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WELCOME

In this guide you will find everything you need to know regarding the Clinical Healthcare Level 2 qualification, including the different elements that go together to form the framework, the mandatory and optional units available, the different ways in which you will learn, and the methods of assessment.

Who is this qualification suitable for?

Clinical healthcare support workers / healthcare assistants provide vital assistance to healthcare professionals in diagnosing, treating and caring for patients. They work in a variety of healthcare settings, depending upon their role, including:

- a specific hospital department (e.g. stroke care, gastroenterology or oncology)
- a community clinic or health centre
- patients' homes
- care homes
- a GP clinic

As a guide, clinical duties for an Intermediate Apprenticeship may include:

- generally assisting with patients' overall comfort and wellbeing
- assisting healthcare professionals with clinical tasks
- monitoring patients' conditions
- helping people to mobilise
- supporting people to meet basic care needs such as washing and dressing, eating and drinking, going to the toilet
- bed making

You must complete pre qualification form before sign up.

How do I enrol?

1

Visit our website
www.atem.co.uk

2

Complete an application form

3

We check your application

4

We set you up with English and/or Maths assessments if required (see exemptions.)

5

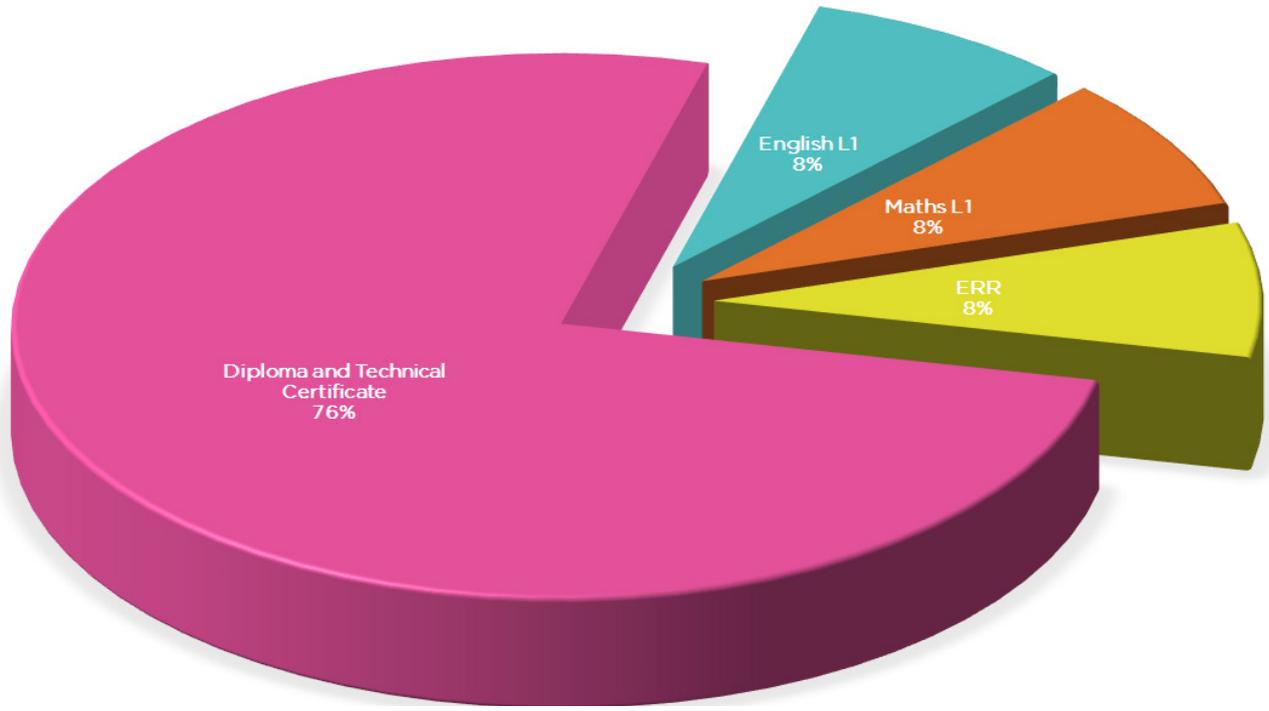
We complete enrolment paperwork with you

6

You start your qualification!

FRAMEWORK

This is the breakdown of the Clinical Healthcare L2 qualification, which shows the different elements that go together to form the Apprenticeship.



12-15 months
Minimum duration of programme

Exemptions

If you have any of the following then you may be exempt from English and Maths assessments and the corresponding Functional Skills parts of your qualification.

- GCSE English Language Grade C or higher
- GCSE Mathematics Grade C or higher
- Functional Skills English L1 or higher
- Functional Skills Maths L1 or higher

WHAT'S INCLUDED

Level 2 Diploma in Clinical Healthcare Support

13 mandatory units
(total of 34 credits)



Optional units
(total of 16 credits)

Learner Name:

Skill scan completed by:

Mandatory (34 credits)

Level	Unit title	Credits	Doing? Y/N	Chosen
2	001: Introduction to personal development in health, social care or children's and young people's settings	3		
2	002: Introduction to communication in health, social care or children's and young people's settings	3		
2	003: Introduction to duty of care in health, social care or children's and young people's settings	1		
2	004: Introduction to equality and inclusion in health, social care or children's and young people's settings	2		
2	005: The role of the health and social care worker	2		
2	006: Contribute to health and safety in health and social care	4		
2	007: The principles of infection prevention and control	3		
2	008: Causes and spread of infection	2		
2	009: Implement person centred approaches in health and social care	5		
2	010: Principles of safeguarding and protection in health and social care	3		
2	011: Handle information in health and social care settings	1		
2	016: Dementia awareness	2		
3	315: Understand mental health problems	3		

Optional (16 credits)

Level	Unit title	Credits	Doing? Y/N	Chosen
2	012: Principles of health promotion	2		
2	013: Promotion of general health and wellbeing	2		
2	014: Maintaining quality standards in the health sector	1		
2	015: Service improvement in the health sector	2		
2	017: Carry out pre-donation assessment at blood/ blood component donation sessions	4		
2	018: Prepare donors for blood or blood component donation and monitor the donation process	5		
2	019: Conclude the collection of blood or blood component donations	3		
2	020: Manage the refreshment area at blood donation sessions	3		
2	021: Contribute to the promotion and effective functioning of blood and blood component sessions and services	3		
2	022: Register donors at blood donation sessions	2		
2	023: Record and organise information related to blood donation sessions	2		
2	024: Prepare blood donations, samples and documentation for transport	2		
2	025: Welcome donors at donation sessions and provide information	2		
2	026: Select and wear appropriate personal protective equipment for work in health care settings	2		
2	027: Prepare individuals for healthcare activities	3		
2	028: Support individuals undergoing healthcare activities	3		
2	029: Monitor and maintain the environment and resources during and after clinical/ therapeutic activities	3		
2	031: Cleaning, Decontamination and Waste Management	2		
2	032: Obtain and test specimens from individuals	2		
2	033: Support individuals to carry out their own health care procedures	2		
2	034: Contribute to monitoring the health of individuals affected by health conditions	2		
2	035: Provide support to manage pain and discomfort	2		
2	036: Provide support for therapy sessions	2		
2	037: Undertake agreed pressure area care	4		
2	038: Move and position individuals in accordance with their plan of care	4		

2	039: Assist in the administration of medication	4		
2	040: Receive and store medication and products	2		
2	041: Support individuals who are distressed	3		
2	042: Support individuals to meet personal care needs	2		
2	043: Contribute to the care of a deceased person	3		
2	044: Assist the practitioner to carry out health care activities	2		
2	045: Support individuals to eat and drink	2		
2	046: Support individuals to access and use information about services and facilities	3		
2	047: Support individuals to manage continence	3		
2	048: Protecting from the risk of violence at work	3		
2	049: Provide support for sleep	2		
2	050: Contribute to the effectiveness of teams	3		
2	051: Manage own performance in a business environment	2		
2	052: Give customers a positive impression of yourself and your organisation	5		
2	053: Administer appointments in a healthcare environment	3		
2	268: First aid essentials	1		
3	314: Understand mental well-being and mental health promotion	3		
3	339: Obtain and test capillary blood samples	4		
3	386: Support individuals at the end of life	7		
3	452: Transport, transfer and position individuals and equipment within the perioperative environment	5		

Functional Skills

- **Maths (Level 1)**
- **English (Level 1)**

You will complete Functional Skills in Maths and English. Assessments are designed to measure the competent application of skills within real-life scenarios. Assessments are task based with no portfolio to complete. These can be completed on-screen, offline or paper-based. Completion of Functional Skills may not be required where evidence of a current transferable skills qualification exists e.g. GCSE.

Employee Rights and Responsibilities

- 200 Understand employment responsibilities and rights in health, social care or children and young people's settings
- 201 Preparing for an Apprenticeship
- 202 Using enquiry and investigative techniques to solve problems
- 203 Manage own learning
- 204 Participating in teamwork

Employee Rights and Responsibilities (ERR) is part of all Apprenticeships. It must be assessed and clearly evidenced. You must understand your rights and responsibilities with regards to equal opportunities and health and safety. It is important that you receive a thorough induction into your organisation. This induction can contribute evidence and examples towards meeting the requirements for ERR.

How will learning take place?

Off the job learning

Off-the-job refers to the time taken to develop technical skills and knowledge of theoretical concepts across a range of contexts. It can be seen as time away from 'the immediate pressures of the job', and may include all of the following (non-exclusive) activities:

- Individual and Group teaching
- Coaching
- Distance learning
- e-learning
- Feedback and Assessment
- Guided study
- Learning with peers
- Networked or collaborative learning
- Mentoring

You may attend sessions at Access Training during your qualification and you will have an assessor visit you in the workplace. You will need to spend some time at home providing written accounts and research for your portfolio.

On the job learning

On-the-job refers to the time taken to develop the practical skills applied in the context of a job role. It can be seen as the time you spend being guided whilst undertaking normal activities as part of your job role, and which provide opportunities to learn, develop and practice skills.

The Assessment Process

Access Training use a blended learning model which means that training, assessment and support will be delivered in a variety of ways to suit you and your employer. Webinars, e-learning, and Skype will be combined with face-to-face visits and self-study to provide flexible learning that you can access when and where you want - whether that's during an appointment in working hours, taking part in a Skype call at your desk or watching a video on your phone.

Achievement of the qualification is based around the provision of sufficient evidence to show that the job can be done to the national standards. You need to collect a variety of evidence and this collection of evidence is called a 'portfolio'. This will be done electronically via an e-portfolio and your assessor may use any of the following for sources of evidence:

Performance at Work (Observation)

Your assessor will observe your performance in the work place against the national standards.

Work Product

There may be tasks that you routinely carry out which are applicable to your qualification - i.e. send and receive emails. The products of these tasks may be used as evidence, as long as the evidence is sufficiently current and relevant to the standards.

Recognition of Prior Learning

This could be a relevant qualification or achievement, for example, First Aid, Safeguarding etc. This is sometimes referred to as 'Recognition of Prior Learning' and abbreviated to RPL.

Witness Statement

Witnesses can provide evidence of the way the job is done, usually in the form of a witness statement. Your supervisor/line manager will provide you with the testimony relating to your performance at work.

Questioning

Questioning may be oral or written. Your assessor will ask you questions to make sure you have the necessary knowledge and understanding to carry out your job activities to the national standard. Where suitable, your assessor may electronically record question and answer sessions.

Professional Discussion

Your assessor may use a dictaphone or smartphone to record a professional discussion. These will be based on activities you have taken part in and are a good way for yourself and your assessor to discuss and explore the event.

Reflective Account

Reflective accounts are used to reflect on your working practice. You will be asked to provide a statement on how you have carried out a task e.g. how you dealt with an accident, this will then be assessed and used as evidence of your competence.

Completion of the diploma

When all outcomes have been achieved, your paperwork and portfolio is passed onto the Internal Quality Assurer, who will sample it and apply for your certificate, if it is of the required standard.

Please note: You will be expected to produce work within your own time.

20% Off-the-job training

Over the course of the apprenticeship, each learner will be required to spend 20% of their time doing off-the-job training and this will be documented through the assessor.

Off-the-job training is defined as learning which is undertaken outside of the normal day-to-day working environment and leads towards the achievement of the apprenticeship. This can include training that is delivered at the apprentice's normal place of work but must not be delivered as part of their normal working duties.

The off-the-job training must be directly relevant to the apprenticeship framework or standard and could include the following:

- The teaching of theory (for example; lectures, role play, simulation exercises, online learning or job specific training)
- Practical training, such as; shadowing, mentoring, industry visits and attendance at competitions
- Learning support and time spent writing assessments/assignments
- Team meetings

It does not include:

- English and Maths (up to level 2) which is funded separately
- Progress reviews or on-programme assessment needed for an apprenticeship framework or standard
- Training which takes place outside the apprentice's paid working hours
- Access Training Induction

Employer contribution for 19+ learner £200 plus VAT

