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| **Care Worker:** |  |
| **Assessor:** |  | **Date:** |  |

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| **Type of Training** | **Skills Competence Statement** | **Knowledge Competence Statement** | **Y/N** |
| **Assisting and Moving People** | Does the worker follow agreed organisational policy and procedures, risk assess appropriately and move and assist individual safely using any agreed equipment and encourage others to do the same? | Where would you find relevant information in relation to each client’s moving and handling needs?Tell me what you did when you had a concern about moving and handling a client? |  |
| **Basic Life Support and First Aid** | Can the worker competently give basic life support and appropriate first aid? | What would you do if you found a client who had fallen and is lying on the floor? |  |
| **Communication and Confidentiality** | Does the worker communicate effectively supporting language needs, wishes and preferences of individuals, reducing any barriers to communication as per the care plan and maintaining confidentiality? | Why is confidentiality important and how do you maintain it in this workplace? |  |
| **Dignity** | Does the worker maintain the dignity and privacy of the individual and respect the choices of the individual, as per the care plan? | Tell me three different ways that you would support a client’s dignity. |  |
| **Equality and Diversity** | Does the worker work in an inclusive way supporting each person in their choices, needs and wishes as per care plan? | How do you know what is important and matters most to each client that you care for and support? |  |
| **Fire safety** | Does the worker follow organisational fire safety within the workplace to ensure the safety for all and encourage other workers to do the same | What would you do if you could smell cigarette smoke coming from a client’s room? |  |
| **Food Hygiene**  | Does the worker follow organisational policy and procedures to safely and hygienically provide, serve, clear away and store food and drink for individuals? | What would you do if you saw a member of staff covering their mouth and coughing into their hands and then not washing their hands before they handled food to serve a client? |  |
| **Health and Safety** | Does the worker follow organisational policy and procedures to risk assess and ensure health, safety and security of all, and encourage others to do the same? | Tell me what you would do if you were feeling really stressed at work?Tell me what you would do if you saw a staff member trip but not fall over, on a worn piece of carpet? |  |
| **Infection prevention and control** | Does the worker follow organisation policy and procedures to effectively prevent and control infection for all within the workplace and encourage others to do the same? | Tell me what is your understanding of good hand hygiene?Tell me what PPE you should wear if you are providing personal care to a person who has tested positive of Covid-19? |  |
| **Medication Management** | Does the worker follow organisation policy and procedures to safely support a person to take their own medicine, monitor and store medications?Does the worker record accurately in relation to medication management and report and concerns? | Tell me what you would do if a client refused their medication?What systems are in place to record medication support? |  |
| **Mental Capacity**  | Does the worker follow organisational policy and procedures to ensure individuals mental capacity and liberty safeguard decisions are supported? | Can you tell me the principles of the MCA?Give me an example of where you have given practical support to help a client to make their own decision about something? |  |
| **Moving and Handling Objects** | Does the worker follow organisational policy and procedures to safely move and handle objects and encourage others to do the same? | What would you do if you saw a work colleague struggling to lift a heavy box? |  |
| **Nutrition and Hydration** | Does the worker effectively support individuals to have access to hydration and nutrition as per their care plan and which takes account of any changes in need? | What would you do if a client did not eat any of the breakfast provided to them?Why is it important to encourage the person to keep hydrated? |  |
| **Oral Health** | Does the worker follow organisational policy and procedures to assess, support individuals to, or to deliver oral healthcare as per care plan and to report any health concerns? | What might happen to a client if their dentures fit really poorly in their mouth? |  |
| **Person-centred care** | Does the worker work in a person-centred way, gaining consent for care and support, encouraging active participation, supporting individual’s choice and well-being? | Why is it important to offer choice to clients and to obtain their consent? |  |
| **Recording and Reporting** | Does the worker follow organisational policy and procedures to effectively access, handle, record and report individual’s information in line with data protection and ensuring confidentiality? | How do you ensure that personal information about a client is not left about for other people to see?Why is this important? |  |
| **Safeguarding Adults** | Does the worker follow organisation policy and procedures to effectively safeguard all adults within the workplace, reducing the likelihood of abuse and reporting any concerns appropriately? | Tell me what the different types of abuse are and how you might recognise if someone is being abused? If you suspected that abuse was happening to a person in your care, what would you do? |  |
| **Client specific needs** | Does the worker follow the care plan to effectively and sensitively meet the neds of the person taking account any specific health conditions, behaviours, capacity, personal wishes, aspirations, and agreed risk assessments? | Tell me why is it important to follow each person’s care plan and any risk assessments? |  |
| **Service Specific requirements** | Does the worker follow organisational policy, procedures and specific service requirements to support the values of the organisation and to ensure the well-being, health, security and safety of all within the workplace? | What are our workplace values?Give me an example of where you have shown recently that you are working to our workplace values? |  |

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| **Comments:** |