

LEAD ADULT CARE WORKER APPRENTICESHIP (LEVEL 3)



The Lead Adult Care Worker Apprenticeship focuses on developing skills, knowledge, and behaviours that are expected from competent frontline staff who help adults with their care and support needs. Lead Adult Care Workers provide supervision, frontline leadership and guidance for others, or working autonomously, exercise judgement and accountability. Completion of the apprenticeship certificate will confirm recognition of competence in their role and enable progression to higher levels of skills development.

Care work makes a positive impact on someone's life whether they are struggling intellectually, emotionally or physically. Your employees will be expected to exercise judgement and take appropriate action to support service users and maintain their independence, dignity, and control. Lead Adult Care workers should be able to delegate responsibility for the standard of care provided and may supervise other care workers.

Related Job Roles

Care Officer, Care Supervisor, Senior Care Worker, Supervising Care Worker, Senior Support Worker, Relief Team Leader, Social Work Assistant, Social Services Officer, Outreach Development Worker, Community Support Worker, Community Outreach Worker, Community Development Worker, Family Support Worker or Personal Assistant. They could also specialise in a variety of areas such as learning disability, mental health, drug and alcohol misuse, homecare, dementia, and end-of-life care.

Level

This apprenticeship is set at Level 3

Duration

Typically this apprenticeship will take 18 months

Qualifications

Apprentices must achieve the L3 Diploma in Care, the Care Certificate, the Apprenticeship standards and Functional Skills (or equivalent) before they can access the End-Point assessment.

The Level 3 Diploma in Care (RQF) is a nationally and industry-recognised qualification in the care sector. The Diploma consists of 18 units to be completed by the employee. Units reflect the skills, behaviour and knowledge, which are assessed through a portfolio of evidence gathered during the employee's work. Each unit has specified learning outcomes and assessment criteria that apprentices must satisfy to pass.

The Care Certificate assesses the standards that health and care professionals adhere to in their daily working life. The Care Certificate ensures that healthcare professionals have the same skills, knowledge and behaviours to provide compassionate, safe, and high-quality care and support in their own workplace setting.

For this standard L2 Functional Skills in English and Maths (or the equivalent) are required to progress to the End-Point assessment.

For more information contact us at
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KNOWLEDGE, SKILLS AND BEHAVIOURS



Apprentices will be assessed on their knowledge of:

- An Adult Care Worker's main tasks and responsibilities
- The importance of having the right values and behaviours
- The importance of communication
- How to support individuals to remain safe from harm
- How to promote health and wellbeing for the individuals they support and work colleagues
- How to work professionally including their own professional development

Adult Care Workers are expected to demonstrate key behaviours that are summed up by the "Six Cs":

- Care – caring consistently and enough about individuals to make a positive difference to their lives
- Compassion - delivering care and support with kindness, consideration, dignity, and respect
- Courage - doing the right thing for people and speaking up if the individual they support is at risk
- Communication - good communication is central to successful caring relationships and effective team working
- Competence - apply knowledge and skills to provide high quality care and support
- Commitment - improve the experience of people who need care and support ensuring it is person centred.

Apprentices must also demonstrate that they possess the following skills:

- Able to undertake the main tasks and responsibilities according to their job role
- Treat people with respect and dignity and honour their human rights
- Communicate clearly and responsibly
- Support individuals to remain safe from harm
- Champion health and wellbeing for the individuals they support and for work colleagues
- Be able to work professionally and seek to develop their own professional development.

ASSESSMENT



Assessment of the CQC Certificate and the Diploma

Evidence can take a variety of forms as indicated below:

- Direct observation of the learner's performance by their assessor (competence-based assessment must include direct observation as the main source of evidence).
- Outcomes from oral or written questioning
- Products of the learner's work
- Professional discussion
- Authentic statements/witness testimony including from those who use services and their families
- Expert witness testimony
- Evidence of recognition of prior learning

Following the completion of the Diploma apprentices will gather testimonies from service users and their employer to support the professional discussion assessment.

Employees will undertake a self-assessment in the last month of their apprenticeship to see whether they are confident that they have taken on board all aspects of the occupation (this will be used as part of the professional discussion).

End-Point Assessment

The End-Point assessment consists of two parts:

Situational Judgement Test requires the apprentice to complete 60 multiple-choice questions based on a range of real-life scenarios. Questions will assess the individual's knowledge and skills drawn from the 15 standards; and are taken under controlled, timed conditions online, or face to face.

Apprentices will then take part in a **professional discussion** that will last no longer than 45 minutes. This part of the assessment can only be undertaken once the Situational Judgement Test has been achieved. The discussion focuses on prior learning and experience, including the candidate's self-assessment and supporting evidence including testimony from users of services, and a sample of standardised questions.

COMMITMENTS



Employer commitment

Apprentices must be employed for 30+ hours a week to meet the standards of the apprenticeship. Employees should sign an apprenticeship contract outlining both the employer's and apprentice's commitments. The employer is also required to have monthly meetings and tutorials with their apprentices as part of their ongoing assessment and evidence gathering.

Apprentices are entitled to 20% off-the-job training that is a combination of face-to-face and online learning. The 20% can also include meetings, research, working in a new environment.

Employers may be entitled up to £3,000 for an employee who starts an Apprenticeship depending on their first day of employment. Apprentices aged between 16 and 18 automatically receive an incentive payment of £1,000. All training is free and there is no employer contribution. The apprenticeship lasts for 12 months (not including the End-Point assessment period).

Apprentices will also need to have an Enhanced Disclosure and Barring Service check and provide the result prior to starting.

EM Skills commitment

EM Skills will guide both the employer and the employee through the apprenticeship. They will design an assessment plan at the beginning of the course with clear milestones for achievement, ensuring that the evidence is collected as effectively as possible. There will be monthly workshops, either held at the employer premises face-to-face, or through Zoom, as well as a monthly 1-2-1 tutorial to check progress.

We will also support you in downloading your apprenticeship account so that you can secure any government incentives, as they become available.