

# Health and Social Care NVQ Level 4



## Mandatory Units

- Use and develop methods and systems to communicate record and report
- Contribute to the development and maintenance of healthy and safe practices in the working environment
- Take responsibility for the continuing professional development of self and others
- Develop practice which promotes choice, well-being and protection of all individuals

## Optional Units—choose 4

- Advocate with, and on behalf of, individuals, families, carers, groups and communities
- Manage a service which meets the best possible outcomes for the individual
- Ensure individuals and groups are supported appropriately when experiencing significant life events and transitions
- Manage request for health and care services
- Assess individual needs and preferences
- Produce, evaluate and amend service delivery plans to meet individual needs and preferences
- Develop, implement and review care plans with individuals
- Assess individual's mental health and related needs
- Work with individuals with mental health needs to negotiate and agree plans for addressing those needs
- Provide advice and information to those who enquire about mental health needs and related services
- Promote leisure opportunities and activities for individuals
- Promote housing opportunities for individuals
- Assist individuals at formal hearings
- Supervise methadone consumption
- Support people who are providing homes for individuals
- Empower families, carers and others to support individuals
- Assess the needs of carers and families
- Develop, implement and review programmes of support for carers and families
- Work with groups to promote individual growth, development and independence
- Support the protection of individuals, key people and others

Please contact us on 0114 281 5718 for more information



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## Optional Units (continued)

- Support individuals where abuse has been disclosed
- Enable families to address issues with individuals' behaviour
- Develop joint working agreements and practices and review their effectiveness
- Maintain and manage records and reports
- Manage the development and direction of the provision
- Promote and manage a quality provision
- Promote your organisation and its services to stakeholders
- Develop and disseminate information and advice about substance use, health and social well-being
- Contribute to the development of organisational policy and practice
- Support effective governance
- Invite tenders and award contracts
- Monitor and evaluate the quality, outcomes and cost-effectiveness of substance misuse services
- Procure services for individuals
- Contribute to the selection, recruitment and retention of staff to develop a quality service
- Recruit and place volunteers
- Manage a dispersed workforce to meet the needs and preferences of individuals at home
- Represent the agency in courts and formal hearings
- Provide and obtain information at courts and formal hearings
- Represent one's own agency at other agencies' meetings
- Develop risk management plans to support individual's independence and daily living within their home
- Lead teams to support a quality provision
- Contribute to the development, maintenance and evaluation of systems to promote the rights, responsibilities, equality and diversity of individuals

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