

# MODERN APPRENTICESHIP PROGRAMME



**RT Resources Ltd**  
Delivering Qualifications in the Workplace



## Care Services Leadership & Management SCQF LEVEL 10

**All Care centres need staff who are able to deliver a high quality standard of care. It is important that staff employed in this area are properly trained in the skills and knowledge required to enhance the life of people they support.**

RT Resources Ltd can offer the Care Services Leadership and Management Level 4 Qualification at SCQF Level 10 whilst you are employed at a Care Service.

The Care Services Leadership and Management qualification has been developed for candidates working in a variety of Care settings.



It has been designed to provide a robust and certificated qualification which equips individuals with a range of knowledge, skills and values to enable them to take on the leadership and management challenges facing care services today.

This qualification covers areas such as managing and developing yourself and your workforce within care services, leading and managing practice that promotes the safeguarding of individuals, health and safety in the work setting, and effective communication systems and practice.

Find out more about the qualification overleaf.



# Care Services Leadership & Management

## SCQF LEVEL 10

### UNITS - 8 units to be chosen in total

#### To achieve the award you must:

- Complete 8 Units, 4 Mandatory and 4 from the Optional List

#### Group A Mandatory Units:

- Manage and develop yourself and your workforce within care Services
- Lead and manage practice that promotes the safeguarding of individuals
- Lead and manage practice for health and safety in the work setting
- Lead and manage effective communication systems and practice

#### Group B Optional Units (4 units must be selected)

- Lead and manage change within care services
- Actively engage in the safe selection and recruitment of workers and their retention in care services
- Manage a dispersed workforce to meet the needs and preferences of individuals at home
- Manage the allocation, progression and quality of work in care service provision
- Lead and manage provision of care services that promotes the wellbeing of individuals
- Lead and manage provision of care services that deals effectively with transitions and significant life events
- Lead and manage practice that involves key people in care service provision to achieve positive outcomes for individuals
- Lead and manage systems, procedures and practice for assessment, plans and reviews within care services
- Lead and manage the provision of care services that supports the development of children and young people
- Lead and manage group living provision with care services

#### Group B Optional Units (4 units must be selected)

- Lead and manage work for care services with networks, communities, other professionals and organisations for care service provision
- Manage arrangements for workers in care services placed within external multi-disciplinary teams
- Lead and manage inter-professional teams
- Lead the performance management of care service provision
- Lead and manage the quality of care service provision to meet legislative, regulatory, registration and inspection requirements
- Develop operational plans and manage resources to meet current and future demands on the provision of care services
- Contribute to the strategic policies of care services
- Develop, implement and review strategic business plans that support the continuing development and viability of care services provision
- Manage systems, procedures and practice within care services for receiving, responding to and learning from compliments, concerns and complaints
- Manage the conduct and performance of workers in care services
- Market, cost and contract to ensure the viability of your provision of care services
- Lead and manage the provision of care services that supports the development of positive behaviour
- Develop risk management plans to promote independence in daily living
- Assess individual preferences and needs
- Lead the service delivery planning process to achieve outcomes for individuals
- Manage tendering and contracting processes in health and social care settings
- Manage programmes
- Manage projects
- Manage the use of financial resources