

Qualification Guide

OCNLR Qualifications in Introduction to Health, Social Care and Children's and Young People's Settings



OCN London Qualification Guide

OCNLR Level 1 Award in Introduction to Health, Social Care and
Children's and Young People's Settings
Qualification No: 601/3124/X

OCNLR Level 1 Certificate in Introduction to Health, Social Care and
Children's and Young People's Settings
Qualification No: 601/3125/1

OCN London aims to support learning and widening opportunities by recognising achievement through credit based courses and qualifications, promoting high standards of excellence and inclusiveness.

We are proud of our long-term role and unique history in providing responsive, innovative learning solutions and qualifications for disadvantaged groups to meet the needs of learners not met by other Awarding Organisations.

At the heart of what OCN London offers is:

- A commitment to inclusive credit-based learning;
- Facilitating the creative use of credit with responsive, demand-led qualification development;
- Ensuring a robust business base through increasing learner registration/credit achievement and providing high quality service and support;
- Respect for and encouragement of diversity - in learners and learning approaches, partners and settings;
- Developing people, capacity and resources that will ensure effective business partnerships.

Contents

	Section	Page
1	General Information	5
2	Qualification Overview	6
	<ul style="list-style-type: none">• Qualification levels• Purpose of the qualifications• Who the qualifications are for• Entry guidance• Additional information• Progression and related qualifications	
3	Structure of the Qualifications	8
	<ul style="list-style-type: none">• Rules of combination for achieving the qualifications• Qualification units	
4	Assessment and Verification	13
	<ul style="list-style-type: none">• Assessment process• Devising assessments• Additional information• Marking assessment activities• Standardisation• Learners with particular requirements• Requirements for assessors	
	Appendix A: OCNLR assessment Guidance	16

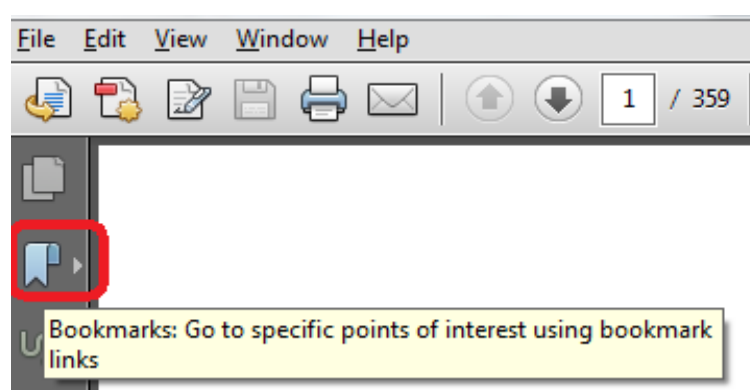
1 General Information

This qualification guide contains details of everything you need to know about the [OCNLR Qualifications in Introduction to Health, Social Care and Children's and Young People's Settings](#). It makes reference to the curriculum areas covered, identifies the learners for whom the qualification has been developed and specifies the rules of combination for achievement of the qualification. The guide also covers any important aspects of assessment and verification that are particular to this qualification. The guide should be used by all of those involved in the delivery and assessment of these qualifications.

The Curriculum Development Manager (CDM) for your centre will provide support and advice on how to seek approval to offer these qualifications. Please contact the main switchboard for the name of your CDM if you do not already know it. If you are not yet an OCN London Recognised Centre but wish to use this Qualification, then please contact the Administrative team at OCN London for details of the Centre Recognition Application process.

Helpful Hint for this Guide

The contents of this guide are bookmarked. The best way to use it is to download the PDF file then click on the ***Adobe** symbol to enable bookmarks and use them to navigate through the document:



Follow this link to enable bookmarks in [Adobe Reader](#)



2 Qualification Overview

The **OCNLR Qualifications in Introduction to Health, Social Care and Children's and Young People's Settings** were developed in partnership with Skills for Care and Development in consultation with employers in the sector. They have been designed to develop knowledge, skills and understanding to prepare individuals for work in the health and social care sector.

The qualifications are aimed at attracting new workers into health and social care and provide an understanding of various areas and occupations within the sector as well as basic knowledge about what is involved in working in health and social care.

The **OCNLR Qualifications in Introduction to Health, Social Care and Children's and Young People's Settings** are accredited by the qualifications regulators for England and Northern Ireland and are part of the Regulated Qualifications Framework (RQF).

2.1 Qualification level

The **OCNLR Qualifications in Introduction to Health, Social Care and Children's and Young People's Settings** can be achieved at Level 1 as either an Award or a Certificate.

Level 1 Award

- Qualification Number: 601/3124/X
- Qualification credit value: 10
- Operational start date: 1st May 2014
- Review date: 31st December 2017
- Guided Learning Hours (GLH): 86 – 105
- Total Qualification Time (TQT): 100
- Assessment requirements: Internally assessed, internally and externally verified

Level 1 Certificate

- Qualification Number: 601/3125/1
- Qualification credit value: 25
- Operational start date: 1st May 2014
- Review date: 31st December 2017
- Guided Learning Hours (GLH): 213 – 222
- Total Qualification Time (TQT): 250
- Assessment requirements: Internally assessed, internally and externally verified

2.2 Purpose of the qualifications

The qualifications prepare learners for further learning or training and enable them to develop knowledge and/or skills in the subject area of health, social care and children's and young people's settings.

2.3 Who the qualifications are for

- Young people in school or college seeking a career in health and social care;
- Unemployed people looking to start work in the sector;
- Individuals returning to work;
- Individuals seeking a career change;
- Anyone interested in working in health and social care.

2.4 Entry guidance

There is no minimum age for access to the qualification, but centres should assess the suitability of units for learners under 14 years.

2.5 Additional information

Achievement of these qualifications does not confirm occupational competence for regulatory purposes.

2.6 Progression and related qualifications

Progression may be to Level 2 qualifications within the health and social care subject area, as well as to other vocational training, further learning or employment.

3 Structure of the Qualification

3.1 Rules of combination for achieving the Award

The **OCNLR Level 1 Award in Introduction to Health, Social Care and Children's and Young People's Settings** consists of 2 mandatory units and 7 optional units. In order to gain the Award the learner must achieve 10 credits at Level 1. 6 credits must be taken from the mandatory units and a minimum of 4 credits must be taken from the optional units.

3.2 Qualification units for the Award

OCNLR Unit Code	Ofqual Unit Reference Number	Unit Title	Mandatory or Optional	Credit Value	Level	GL H
PA9/1/LQ/001	A/602/6187	Understand the range of service provision and roles within health and social care (adults and children and young people), early years and childcare	Mandatory	3	1	26
PA9/1/LQ/002	J/602/6189	Understand the principles and values in health and social care (adults and children and young people), early years and childcare	Mandatory	3	1	26
PA9/1/LQ/010	R/602/6194	Awareness of protection and safeguarding in health and social care adults and children and young people, early years and childcare	Optional	3	1	24
PA9/1/LQ/003	T/602/6205	Introduction to communication in health and social care (adults and children and young people), early years and childcare	Optional	2	1	19
PA9/1/LQ/004	R/502/9716	Introductory awareness of equality and inclusion in health, social care and children's and	Optional	3	1	25

		young people's settings				
PL2/1/LQ/001	Y/502/9717	Introductory awareness of health and safety in health, social care and children's and young people's settings	Optional	4	1	36
PT1/1/LQ/009	D/502/9718	Introductory awareness of person-centred support in health, social care and children's and young people's settings	Optional	2	1	18
PA9/1/LQ/005	H/502/9719	Introductory awareness of working with others in health, social care and children's and young people's settings	Optional	2	1	16
PA9/1/LQ/006	Y/502/9720	Introductory awareness of the importance of healthy eating and drinking for adults	Optional	3	1	24

For Unit Content please click on the Ofqual Unit Reference Number

3.3 Rules of combination for achieving the Certificate

The **OCNLR Level 1 Certificate in Introduction to Health, Social Care and Children's and Young People's Settings** consists of 7 mandatory units and 16 optional units. In order to gain the Award the learner must achieve 25 credits at Level 1. 20 credits must be taken from the mandatory units and a minimum of 5 credits must be taken from the optional units.

3.4 Qualification units for the Certificate

OCNLR Unit Code	Ofqual Unit Reference Number	Unit Title	Mandatory or Optional	Credit Value	Level	GLH
PA9/1/LQ/001	A/602/6187	Understand the range of service provision and roles within health and social care (adults and children and young people), early years and childcare	Mandatory	3	1	26
PA9/1/LQ/002	J/602/6189	Understand the principles and values in health and social care (adults and children and young people), early years and childcare	Mandatory	3	1	26
PA9/1/LQ/010	R/602/6194	Awareness of protection and safeguarding in health and social care adults and children and young people, early years and childcare	Mandatory	3	1	24
PA9/1/LQ/003	T/602/6205	Introduction to communication in health and social care (adults and children and young people), early years and childcare	Mandatory	2	1	19
PA9/1/LQ/004	R/502/9716	Introductory awareness of equality and inclusion in health, social care and children's and	Mandatory	3	1	25

		young people's settings				
PL2/1/LQ/001	Y/502/9717	Introductory awareness of health and safety in health, social care and children's and young people's settings	Mandatory	4	1	36
PT1/1/LQ/009	D/502/9718	Introductory awareness of person-centred support in health, social care and children's and young people's settings	Mandatory	2	1	18
PA9/1/LQ/005	H/502/9719	Introductory awareness of working with others in health, social care and children's and young people's settings	Optional	2	1	16
PA9/1/LQ/006	Y/502/9720	Introductory awareness of the importance of healthy eating and drinking for adults	Optional	3	1	24
PK1/1/LQ/001	A/601/3407	Human Growth and Development	Optional	2	1	18
KB6/1/LQ/001	M/602/5022	Introduction to Disability Awareness	Optional	1	1	8
PK3/1/LQ/001	F/602/6207	Introduction to Children and Young People's Development	Optional	3	1	26
PA9/1/LQ/007	K/602/6301	Understand the importance of engagement in leisure and social activities in health and social care	Optional	3	1	29
PT1/1/LQ/010	H/602/6314	Introduction to the physical care of babies and young children	Optional	3	1	30
PK1/1/LQ/002	K/602/6315	Introduction to the development of children and young people through play	Optional	2	1	15
PB6/1/LQ/001	H/602/6328	Encourage children and young people to eat healthily	Optional	2	1	16
PA9/1/LQ/008	T/602/6303	Introduction to a Healthy Lifestyle	Optional	3	1	26

PK1/1/LQ/003	Y/602/6309	Introduction to Autistic Spectrum Condition	Optional	3	1	30
KB6/1/LQ/002	L/602/6310	Introduction to Learning Disability	Optional	3	1	30
KB6/1/LQ/003	R/602/6311	Introduction to Physical Disability	Optional	3	1	30
KB6/1/LQ/004	L/602/6372	Introduction to Sensory Loss	Optional	3	1	30
PR4/1/LQ/001	Y/602/6374	Introduction to Mental Health	Optional	3	1	30
PA9/1/LQ/009	D/602/6375	Introduction to Dementia	Optional	3	1	30

For Unit Content please click on the Ofqual Unit Reference Number

4 Assessment and verification

4.1 Assessment process

The assessment process for the **OCNLR Qualifications in Introduction to Health, Social Care and Children's and Young People's Settings** is as follows:

- The learners are assessed through activities that are internally set by tutor assessors;
- The activities must be designed to enable learners to meet the assessment criteria of the unit;
- Learners' portfolios of assessed evidence must be internally verified at the Centre;
- The portfolios of assessed evidence will be externally verified by an OCN London Quality Reviewer.

There is no additional external assessment for this qualification.

4.2 Devising assessments

Each unit has a supplementary page with information on the types of assessment activities that can (indicated as Optional) and/or must (indicated as Prescribed) be used to assess learners against the unit. Tutor assessors must always refer to this page before devising assessment tasks.

Extracts from the OCN London assessment guidance relevant to the units in this qualification are in the **Appendix A** of this qualification guide. The guidance includes a general description of the activity and the type of evidence that is appropriate. The activity or activities set must enable the learners to meet the standards detailed in the assessment criteria. Please contact OCN London for further guidance on devising appropriate assessments.

Centre devised assessments should be scrutinised by the Internal Verifier before use to ensure that they are fit for purpose. Centre devised assessments will be scrutinised by the External Verifier to ensure reliability and validity of assessment.

4.3 Marking assessment activities

Each activity must be marked against the identified assessment criteria in the unit and judged to be either achieved or not achieved.

Assessors need to ensure that the work in a learner's portfolio is:

- Authentic – it is the result of the learners own performance or activity;
- Sufficient – enabling the assessor to make a consistent and reliable judgement;
- Adequate – appropriate to the level.

Where a series of activities are set, learners must demonstrate the achievement of the required standard identified in the assessment criteria in all activities. All of the assessment criteria in a unit must be met before the unit is deemed achieved.

The unit achievement is not graded. Units are either achieved or not achieved.

4.4 Standardisation

Standardisation is a process that promotes consistency in the understanding and application of standards, it:

- Establishes statements on the standard of evidence required to meet assessment criteria for units in OCN London qualifications;
- Identifies good practice in assessment;
- Makes recommendations on assessment practice.

It is a requirement of the Centre Recognition process that each centre offering the units from the qualification must contribute assessment materials and learners' evidence for standardisation if requested.

OCN London will notify centres of the required sample for standardisation purposes and assessment materials, learners' evidence and tutor feedback may be collected by Quality Reviewers. Outcomes from standardisation will be made available

to centres.

4.5 Learners with particular requirements

If you have learners with particular requirements you should refer to the 'Access to Fair Assessment Policy and Procedure' which can be found on our website at: [Access to Fair Assessment Policy and Procedure](#) and gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty, without compromising the achievement of the assessment criteria.

4.6 Requirements for assessors

Assessors of the qualification are expected to be:

Sufficiently (Occupationally) competent

In addition to being qualified to make assessment decisions, each assessor must be capable of carrying out the full requirements within the competency of the units they are assessing. This occupational competence should be maintained annually through clearly demonstrable continuing learning and professional development.

Expert witnesses can be used where they have suitable expertise for specialist areas.

Sufficiently (Occupationally) knowledgeable

Each assessor should possess relevant knowledge and understanding, and be able to assess this in units designed to test specific knowledge and understanding, or in units where knowledge and understanding are components of competency.

Appendix A OCNLR Assessment Guidance

Case Study Consideration of a particular, relevant situation or example, selected by the tutor or by learners, which enables learners to apply knowledge to specific situations. May be used as a collective/group activity and discussed in a group of learners or may be used with individual learners as a written activity through case study materials and learner responses.	
Level One	
Activity	Case studies should be limited in range, familiar and require a narrow range of knowledge. Discussion should be structured and involve a limited degree of judgement (group or one-to-one). Written work should be structured and involve a limited degree of judgement.
Assessed by	Assessed through tutor observation, discussion or tutor assessment of written work.
Evidence	Evidence could include tutor record of observation, summary of class discussion, learner notes, audio-visual/photographic record, written work.

Oral question and answer Specific, open or closed questions for immediate response. Can range from quite formal questions in, for example, an oral test, to a quick, fun way of finding out where learners are up to, for example, a quiz. Allows responses and questions from learners and immediate feedback from tutor.	
Level One	
Activity	Process should be informal and should include both open and closed questions covering a narrow range of knowledge. Learners should be encouraged by the use of supplementary questions.
Assessed by	Assessed by tutor.
Evidence	Evidence could include tutor record/notes or audio-visual record.

Practical demonstration

A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge.

Level One


Activity	Practical demonstrations should be limited in range, be familiar and require a narrow range of skills and knowledge.
Assessed by	Assessed through tutor / peer observation, one to one tutorial, discussion and self-assessment.
Evidence	Evidence could include tutor record of observation, learner notes, tutor lesson plan, tutorial notes, audio-visual / photographic record and learner log.

Written description

Consideration of a particular subject, situation or example selected by the tutor or by learners, which enables learners to apply knowledge to specific situations and to present them in written format.

Level One

Activity	Subjects should be limited in range, be familiar and require a narrow range of knowledge. Written work should be structured and involve limited degree of judgement.
Assessed by	Assessed through tutor assessment and discussion.
Evidence	Evidence could include tutor record of observation, summary of discussion and feedback or completed work.



OCN London
15 Angel Gate
City Road
London,
EC1V 2SF

t: 020 7278 5511

e: enquiries@ocnlondon.org.uk

w: www.ocnlondon.org.uk

🐦: @OCNLondon