Apprenticeship Standard
Leader in Adult Care Level 5

Who is it accredited by?

TheLightBulb deliver this standard through City & Guilds and combine it with their level 5 Diploma for Leadership and Management in Adult Care.

What is this apprenticeship standard?

Typically this apprenticeship will take 16 – 18 months.

A **Leader in Adult Care** has responsibility for **managing** community or residential based services. This role has a large element of leadership, whether with other care workers and networks or in leading the service itself. They have a responsibility to ensure the service is safe, effective, caring, responsive to people's needs and well-led. They will be responsible for ensuring regulatory compliance of the care given and the values and training of staff with established standards and regulations. To complete and achieve the apprenticeship the learners will have met **all** the requirements found in the standard.

This qualification covers a range of skills and knowledge relating to Leadership and Management of Adult Care services, such as:

Decision making, Safeguarding, Leading and Managing Services, Service improvement, Managing End of Life Care, Governance and Regulatory requirements

The Leader in Adult Care qualification is for people who work in Adult Care in the following roles, Registered Manager, Manager, Assistant Manager and Deputy Manager.

Adult Care services include, residential services for older people and people with disabilities, domiciliary care services, day services, respite services and community based services.

What are the entry requirements?

Apprentices must have an appropriate Enhanced Disclosure and Barring Service Certificate prior to starting. Apprentices without level 2 English and Maths will need to achieve this level prior to taking the end-point assessment and we will support the learner through this programme where necessary.

What's involved with this apprenticeship standard?

The learner will be assigned an assessor/coach who will work with them throughout the qualification to support/mentor/teach and advise and to ensure that they are learning and meeting the requirements of this standard. The majority of this will take place at your premises and will be blended with telephone support/skype calls/webinars and if required some workshops.

To achieve the qualification they will be required to demonstrate a set of knowledge, skills and behaviours/personal attributes through an end point assessment process carried out by City and Guilds once the employer and TheLightBulb staff agree the apprentice has met the requirements, this cannot happen until the learner has been on their apprenticeship for a minimum of 12 months.

The learner must have passed Level 5 Diploma in Leadership and Management for Adult Care before they can go through the end point assessment process. The employer confirms the apprentice is consistently working at or above the full level of the standard.

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The end-point assessment consists of two distinct assessment methods:

- **Observation of Leadership** - This must include the ability to demonstrate leadership to an organisational audience. It is expected that the Apprentice will lead the activity and will have prepared for this in advance and have all necessary information and evidence prepared beforehand. The apprentice should be given a minimum of 2 weeks and a maximum of 4 weeks to prepare for this activity following the gateway. Apprentices must ensure that the appropriate organisational staff are present at the activity and are notified in advance of the activity. Any preparatory documentation/ presentation should be shared with the EPAO prior to the observation. Preparation for the observation should commence, once the Gateway process has been confirmed as completed by the EPAO.
- **A professional discussion** - The professional discussion is an in-depth, two-way discussion between the apprentice and the independent assessor. The independent assessor will undertake the Professional Discussion and, wherever possible must be the same independent assessor who conducts Observation of Leadership. The professional discussion is for the independent assessor to ask the apprentice questions in relation to knowledge, skills and behaviours and should take 60 minutes.

A summary of the knowledge, skills and behaviours that will need to be demonstrated are as follows:

Knowledge – must know and understand set criteria within the following areas *****
Skills – must be able to perform to set standards for criteria in these areas *****

- Tasks and responsibilities
- Dignity and human rights
- Communication
- Safeguarding
- Health and wellbeing
- Professional development
- Leadership

Behaviours & personal attributes – will be expected to consistently demonstrate the following:

- **Care** – caring consistently and enough about individuals to make a positive difference to their lives
- **Compassion** – delivering care and support with kindness, consideration, dignity, empathy 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** is applying knowledge and skills to provide high quality care and support
- **Commitment** to improving the experience of people who need care and support ensuring it is person centred

* further information is contained in the apprenticeship standard found here:
https://www.instituteforapprenticeships.org/apprenticeship-standards/leader-in-adult-care/

What's next?

For more information on how we can **upskill** your existing staff using this apprenticeship framework or help you to recruit an apprentice please call 0845 0310066/ 01268 270648 or email info@thelightbulb.net
If you are **already in employment** but would like to up skill to benefit yourself and your organisation then email info@thelightbulb.net