



Focus Awards Level 2  
Certificate in Preparing to  
Work in Adult Social Care  
(RQF)

601/7443/2

# Qualification Summary

## Key Information

Level	Sector	Qualification Type
2	Health and Social Care	Occupational Qualification
Total Qualification Time	Credit Value	Guided Learning Hours
200	20	179
Status	Methods of Assessment	Minimum Age
Available To Learners	Portfolio of evidence	16



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## Focus Awards Level 2 Certificate in Preparing to Work in Adult Social Care (RQF)

QRN: 601/7443/2

GLH: 179

TQT: 200

Credit: 20

### Qualification Purpose:

The Focus Awards Level 2 Certificate in Preparing to Work in Adult Social Care (RQF) is aimed at those who are new or are intending to work within the adult social care in England.

The Focus Awards Level 2 Certificate in Preparing to Work in Adult Social Care (RQF) is aimed at developing the learners knowledge and understanding of the following areas relating to working in adult social care:

- Communication
- Duty of care
- Equality, diversity, and inclusion
- Handling information
- Health and safety
- Personal development
- Person centred approaches
- Role of the social care worker
- Safeguarding

### Age Ranges

Entry is at the discretion of the centre. However, learners can be aged under 16 to undertake this qualification.

### Geographical Coverage

This qualification is available in England and Northern Ireland.

### Learner Entry Requirements

Learners should be competent in literacy and numeracy to help with elements of communication. This is at the discretion of the centre as they may decide to use diagnostic testing methods to ascertain how they can support learners.



## Reasonable Adjustments and Special Considerations

Please refer to the Focus Awards 'Reasonable Adjustments and Special Considerations Policy'. A copy is available for download from the Focus Awards website at the following url:

<https://www.focusawards.org.uk/wp-content/uploads/2016/08/Reasonable-Adjustments.pdf>

## Assessment Methods

This qualification is Internally Assessed. Each learner must create a portfolio of evidence that demonstrates achievement of all the learning outcomes and assessment criteria associated with each unit.

The main pieces of evidence for the portfolio could include some or all of the following:

- Assessor observation
- Witness testimony
- Learner product
- Worksheets
- Assignments/projects/reports
- Record of oral and written questioning
- Learner and peer reports
- Recognition of prior learning (RPL)

## Progression Routes

Learners wishing to progress from this qualification can undertake the following qualifications:

- Focus Awards Level 3 Certificate in Preparing to Work in Adult Social Care (RQF)

## Supporting Material and Useful Websites

- <https://focusawards.org.uk/supportingmaterials>
- <https://ofqual.gov.uk>





## Qualification Structure

In order for learners to successfully complete the Focus Awards Level 2 Certificate in Preparing to Work in Adult Social Care (RQF) Learners must achieve the following 9 mandatory units totalling 20 credits.

### Mandatory Units

Unit Title	Unit Reference	Level	GLH	Credits
Mandatory units				
Principles of diversity, equality and inclusion in adult social care settings	H/602/3039	2	18	2
Understand person-centred approaches in adult social care settings	J/602/3180	2	34	4
Principles of communication in adult social care settings	L/602/2905	2	17	2
Principles of personal development in adult social care settings	L/602/3035	2	17	2
Understand the role of the social care worker	A/602/3113	2	9	1
Introduction to duty of care in health, social care or children's and young people's settings	H/601/5474	2	9	1
Understand health and safety in social care settings	R/602/3179	2	40	4
Understand how to handle information in social care settings	Y/602/3118	2	9	1
Principles of safeguarding and protection in health and social care	A/601/8574	2	26	3

# Staff Requirements

## Requirements for Tutors/Instructors

Tutors delivering the qualification will be required to hold or be working towards a teaching qualification. This may include qualifications such as the Levels 3, 4 or 5 in Education and Training, or a Certificate in Education. Focus Awards will however; consider other teaching qualifications upon submission. Tutors must also be able to demonstrate that they are occupationally competent within the sector area.

## Requirements for Assessors

Assessors will be required to hold, or be working towards a relevant assessing qualification. This includes qualifications such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally-Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement

Focus Awards will however; consider other relevant assessing qualifications upon submission.

Assessors who only hold the Level 3 Award in Understanding the Principles and Processes of Assessment will be required to complete an additional programme of study to achieve the relevant competency units required for one of the qualifications listed above.

Trainee assessors who do not hold an assessment qualification will require their decisions to be countersigned by a suitably qualified assessor.

Assessors must also be able to show they are occupationally competent within the sector area

## Requirements for Internal Quality Assurers (IQA)

Internal Quality Assurers should hold or be working towards the following an IQA qualification. This may include qualifications such as the V1 (previously D34), or the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice. Focus Awards will however; consider other relevant IQA qualifications upon submission. Trainee IQAs who do not hold an IQA qualification will require their decisions to be countersigned by a suitably qualified IQA. IQAs must be able to demonstrate occupational competence.

