

## PERFORM HOME BASED CARE AND SUPPORT

**UNIT CODE:** COD/OS/SW/CR/08/6/A

### UNIT DESCRIPTION

This unit describes the competencies required to perform home based care and support. It involves identifying community health structures and partners, conducting home based care needs assessment, mobilizing required resources for home-based care, undertaking home visits, carrying out support advocacy, monitoring client's performance and documenting home based care and support activities.

### ELEMENTS AND PERFORMANCE CRITERIA

<b>ELEMENT</b> These describe the key outcomes which make up workplace function.	<b>PERFORMANCE CRITERIA</b> These are assessable statements which specify the required level of performance for each of the elements. <i><b>Bold and italicized terms are elaborated in the Range.</b></i>
1. Identify community health structures and partners	1.1 Mapping of relevant partners is done as per organization policy 1.2 Collaborative linkages with partners and structures are established as per organization partners 1.3 Planning and review meetings are conducted as per SOPs
2. Conduct home based care needs assessment	2.1 Assessment tools are identified and developed in collaboration with the ministry of health as per SOPs. 2.2 Targeting of the beneficiaries is done as per organization policy 2.3 Assessment tools are administered as per SOPs 2.4 Data collected is analyzed as per SOPs. 2.5 Assessment report is prepared as per organization policy 2.6 Dissemination of report findings is carried out as per organization policy
3. Mobilize required resources for home-based care	3.1 Local and external stakeholders mapping and analysis is done as per organisation policy 3.2 Stakeholders directory is prepared as per organisation policy 3.3 Mobilization of resources from the stakeholders is done as per organisation policy

4. Undertake home visits	<p>4.1 <b>Individual care plans</b> are developed in collaboration with ministry of health as per SOPs,</p> <p>4.2 Resources are allocated based on the care plan</p> <p>4.3 Individual Plan is implemented based on the allocated resources</p>
5. Carry out support advocacy	<p>5.1 Advocacy plan is developed as per organisation policy</p> <p>5.2 Community mobilization is done as per organisation policy</p> <p>5.3 Advocacy plan is implemented as per organisation policy</p> <p>5.4 Advocacy is monitored and reviewed as per organisation policy</p> <p>5.5 Advocacy report is prepared and shared as per organisation policy</p>
6. Monitor client's performance	<p>6.1 Indicators aligned to the individual care plan are identified as per SOPs.</p> <p>6.2 Indicators are tracked based on the care plan</p> <p>6.3 Indicators are analysed based on the care plan</p> <p>6.4 Report is prepared as per organisation policy</p> <p>6.5 Necessary referrals are executed as per SOPs</p>
7. Document home-based care and support activities.	<p>7.1 Documentation procedures are identified as per SOPs</p> <p>7.2 Documents are stored as per organisation policy</p> <p>7.3 Documentation plan prepared as per the organization policy.</p> <p>7.4 Documentation tools are prepared as per the documentation plan.</p> <p>7.5 Documentation analysis is conducted as per the organization policy.</p>

## **RANGE**

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

<b>VARIABLE</b>	<b>RANGE</b>
1. Individual care plans (ICP) may include but not limited to:	<ul style="list-style-type: none"><li>• Assessment of the client/patient's needs</li><li>• Identification of effective interventions</li><li>• Identification of resources</li><li>• Resource allocation</li><li>• Review of ICP</li></ul>

## **REQUIRED SKILLS AND KNOWLEDGE**

This section describes the skills and knowledge required for this unit of competency.

### **Required Skills**

The individual needs to demonstrate the following skills:

- Basic counselling
- Interpersonal relation
- Planning and prioritization
- Empathy
- Self-awareness
- First aid
- Critical thinking
- Health and nutrition
- Team work
- People management
- Basic nursing
- Decision making
- Emotional intelligence
- Health and sanitation
- compassion

### **Required knowledge**

The individual needs to demonstrate knowledge of:

- Social welfare policies
- Human behaviour and social environment
- Social work practices and interventions
- Social research and research methods
- Legal aspects in child welfare
- Human growth and development
- Child welfare programmes

- Nutrition and food supply
- Basic counselling and psychology
- Rehabilitation programs
- Statistics
- Economics
- Basic accounting
- Digital literacy

## EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical aspects of Competency	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Demonstrated ability to identify community health structures</li> <li>1.2 Demonstrated ability to map relevant partners</li> <li>1.3 Demonstrated ability to establish collaborative partners</li> <li>1.4 Demonstrated ability to develop assessment tools for home-based care needs assessment</li> <li>1.5 Demonstrated ability to collect data and prepare reports</li> <li>1.6 Demonstrated ability to mobilise resources required for home-based care</li> <li>1.7 Demonstrated ability to develop and implement individual care plan</li> <li>1.8 Demonstrated ability to develop, implement and monitor advocacy plan</li> <li>1.9 Demonstrated ability to identify indicators aligned to the individual care plan</li> <li>1.10 Demonstrated ability to execute referrals</li> <li>1.11 Demonstrated ability to document home based care and support activities</li> </ul>
2. Assessment Resource Implications	<p>The following resources should be provided:</p> <ul style="list-style-type: none"> <li>2.1 A functional office</li> <li>2.2 A fully equipped simulated operations training office</li> </ul>
3. Methods of Assessment	<p>Competency in this unit must be assessed through</p> <ul style="list-style-type: none"> <li>3.1 Written tests</li> <li>3.2 Observation</li> <li>3.3 Oral tests</li> </ul>

	3.4 Third party report
4. Context of Assessment	Competency may be assessed: 4.1 On-the-job 4.2 Off-the –job 4.3 During Industrial attachment
5. Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

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