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Llywodraeth Cymru  
Welsh Government

# Welsh Apprenticeship Framework In Health and Social Care

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## Framework Overview

This Framework is designed to develop the knowledge and skills and to provide the occupational competence for people who work within the **health and social care** sector. This framework includes higher apprenticeships.

## Sector Information

A strong social care system in Wales ensures that we are able to reduce the impact of disadvantage through poverty, neglect, illness or disability. These disadvantages often lead to health inequalities and poorer prospects for children reaching their potential or for adults achieving a fulfilled life.

The vision for social care is clear: 'A Healthier Wales' provides a vision for a whole system approach where the focus is on the well-being of the people of Wales with a strong voice and control over the care and support they receive. That vision builds on the Social Services and Well-being (Wales) Act 2014 which guides public services for the years ahead, alongside the Regulation and Inspection of Social Care (Wales) Act 2016 to modernise the regulation and improvement arrangements, focusing on regulation for improvement. It is important that, as a public leadership organisation, we demonstrate our values in the way we work with the principles set out in the Well-being of Future Generations (Wales) Act 2015 and the values of One Welsh Public Service.

Social care workers are playing a vital role in caring for adults, children, their families and carers in our communities. They are supporting people to develop, remain active and independent, stay safe and well connected to their community and wider networks; usually working alongside family, friends, volunteers and other public services.

The social care sectors also provide a critical contribution to life in Wales. Based on 2018 statistics, adult social care contributes £1.2bn directly to the economy in Wales every year and £2.2bn overall, when suppliers and their employees are factored in. The social care workforce is one of the largest in the economy of Wales. Social care employs over 90,000 people in Wales making it the seventh largest contributor to the Welsh economy. It is made up of a wide range of small, medium and large organisations directly providing work for many, and enabling others to pursue education or work opportunities, whilst their loved ones are supported.

The majority of whom are female, are employed in more than 60 different types of roles across social care in Wales, and together with volunteers and carers, the workforce hugely impacts on the social, cultural and economic prosperity of Wales. This framework is intended to support the professional development of people already working within the industry and to meet the professional qualifications and requirements to begin their journey towards leadership and management within the social care setting. It enables level 2 and 3 workers to extend their knowledge and competence requirements to undertake more complex activities in work with people and introduces the leadership role. While not all of these workers are

currently required to register with the Social Care Wales pathways within this framework enable them to register as a social care worker.

### Pathways

Pathway no.1	<b>Level 4 - Professional Practice in Health and Social Care</b>
Pathway no.2	<b>Level 4 – Independent Advocacy</b>
Pathway no.3	<b>Level 4 - Social Services Practitioner</b>
Pathway no.4	<b>Level 4 – Adult Placement / Shared Lives</b>
Pathway no.5	<b>Level 5 Leadership and Management of Health and Social Care: Practice</b>

### Equality & Diversity

The delivery of this framework needs to be in accordance with the relevant laws in Wales, as applicable to equality and diversity.

### Specification of Apprenticeship Standards for Wales

This Framework has been developed to comply with the Specification of Apprenticeship Standards for Wales (SASW), for the latest version see the link below:

<https://gov.wales/sites/default/files/publications/2018-03/the-specification-of-apprenticeship-standards-for-wales-sasw.pdf>

### Revisions to the Framework

<b>Date:</b>	<b>BY:</b>
Insert revision information	

### Summary of changes made to this Framework

<b>Date:</b>	<b>BY:</b>
Insert summary of changes.	

## **Welsh Apprenticeship Pathway in Health and Social Care**

The content of this pathway has been agreed by *Skills for Care and Development*. This is the only apprenticeship pathway in the social care sector approved for use in Wales that is eligible for Welsh Government funding.

### **Part Two - Contents**

Learning Programme Content

Entry Requirements

Apprenticeship Pathway Learning Programme(s)

Other Additional Requirements

Progression

Employment Responsibilities and Rights

Responsibilities

## LEARNING PROGRAMME CONTENT

The Learning Programme provision shall comprise of three mandatory elements:

- Qualifications,
- Essential Skills
- On/off the job training

The total minimum credit value required for this range of Pathway is 45 credits with a maximum of 180 (dependant on the pathway taken)

## ENTRY REQUIREMENTS

The Professional Framework for Leadership and Management in Health and Social Care Services is suitable primarily for applicants who have experience in the sector.

They must be in a management or team leader/supervisory position currently, perhaps as an assistant manager or senior care worker position and are seeking to improve their progression opportunities and assist with the succession planning for managers within their employment situation. They may wish to move from one service area to another e.g. from working with adults to working with children and young people. The current post will determine the pathway to be completed.

Some employers may see this as an opportunity to develop their own future managers and offer 'acting up' positions for their staff who can be given additional responsibilities in order to complete the requirements of the qualifications.

Achievement at level 4 and 5 reflects the ability to identify and use relevant understanding, methods and skills to address broadly-defined, complex problems. It includes taking responsibility for planning and developing courses of action as well as exercising autonomy and judgement within broad parameters. It also reflects understanding of different perspectives, approaches or schools of thought and the reasoning behind them.

Applicants will require to be in a position that provides real life work opportunities that meet these criteria.

Applicants should ideally, have completed the Apprenticeship Framework at Level 2 or 3, or have the NVQ level 2,3 or 4 in Health and Social Care or the level 2 or 3 QCF Diploma in Health and Social Care and are now acting as advanced practitioners, supervisors, deputy managers or managers.

Applicants who have not completed these qualifications must have significant previous experience of working in supervisory or management positions in the sector.

The job roles covered by this framework do involve working with vulnerable adults and children and are therefore liable to a clean enhanced Disclosure and Barring Service checks (previously known as criminal records bureau checks). In addition there are a range of characteristics and personal attribute that are required for all workers in these sectors.

Some of the posts will be required to register with Social Care Wales from 2017 and therefore either hold or work towards qualifications within these frameworks. Details on the required qualifications linked to registration are shown on this [link](#)

An initial assessment of each learner should be made before the start of their programme to identify:

- if the learner has any specific training needs,
- support and guidance they may need when working towards their qualification,
- the appropriate type and level of qualification.

It is highly likely that applicants will be asked to undertake (or will already have completed at interview) a variety of tests which will include communication skills, English (and/or Welsh) and problem solving. These are not meant as a barrier to entry but more to gauge the ability of the applicant to achieve the programme and to tailor the individual learning plan to meet their needs and those of the employer. For existing staff it is certainly recommended that learning providers complete an initial Essential Skills Wales assessment that will demonstrate the likelihood for a candidate to be able to undertake the appropriate qualification. Good verbal and written communication in English and or Welsh is essential to high quality care practice as well as achieving the apprenticeship framework so it is essential this is in place.

Processes exist to make sure those applicants with relevant prior knowledge, qualifications and/or experience are not disadvantaged by having to repeat learning. Training providers, awarding organisations, and colleges will be able to advise on the current rules for accrediting prior learning and recognising prior experience. This may be particularly relevant if you are changing service areas e.g. from child care to adult care.

Since applicants will already be working in the sector or will have recently worked in the sector they can apply to have their experience formally recognised by an Awarding Organisation and this will count towards the qualifications in this framework.

## APPRENTICESHIP PATHWAY LEARNING PROGRAMME(S)

### Level 4: Level 4 Professional Practice in Health and Social Care

#### Qualifications

Participants must achieve **one of** the following *competence and knowledge* qualification(s) below.

Level 4 <b>Leading support for reducing restrictive practices through positive approaches for behaviour</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3977/8	63	630	285

**OR**

Level 4 <b>Leading practice with individuals living with mental ill-health</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3977/8	62	620	309

**OR**

Level 4 <b>Leading practice with individuals living with dementia</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3977/8	65	650	322

**OR**

Level 4 <b>Leading practice with individuals living with a learning disability/autism</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3977/8	65	650	345

**OR**

Level 4 <b>Leading practice for disabled children and young people</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3977/8	63	630	284

**OR**

Level 4 <b>Leading practice for children and young people who are looked after</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3977/8	62	620	280

**OR**

Level 4 <b>Leading practice with families/carer</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/3933/4	65	650	280

**OR**

Level 4 <b>Preparing for Leadership and Management in Health and Social Care plus one from the above list of qualifications</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/1260/5	38 plus one from above list of qualifications	380 plus one from above list of qualifications	220 plus one from above list of qualifications

## **Level 4 – Independent Advocacy**

### **Qualifications**

Participants must achieve **one of** the following *competence and knowledge* qualification(s) below.

Level 4 <b>Independent advocacy with adults</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/4016/5	52	520	219

**OR**

Level 4 <b>Independent advocacy with children and young people</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/4016/5	54	540	229

**OR**

<b>Level 4 Independent mental health advocacy</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/4016/5	54	540	244

**OR**

<b>Level 4 Independent mental capacity advocacy</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/4016/5	58	580	249

**OR**

<b>Level 4 Preparing for Leadership and Management in Health and Social Care plus one from the above list of qualifications</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/1260/5	60 plus one from above list of qualifications	600 plus one from above list of qualifications	335 plus one from above list of qualifications

<b>Level 4 Social Services Practitioner</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/4016/9	120	1200	266

<b>Level 4 Adult Placement / Shared Lives</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/4016/6	45	450	165

**Essential Skills Wales (ESW) (to be completed alongside any of the above awards at level 4)**

	Level	Credit Value
Communication	2	12
Application of Number	2	12
Digital Literacy <b>(Optional)</b>	2	12

### On/Off the Job Training

Pathway	Minimum On the Job Training Hours	Minimum Off the Job Training Hours
Level 4	NA	NA

On/Off the Job Qualification details (Credit & Hours)

#### **Guided learning hours (GLH) and Total qualification time (TQT)**

Guided Learning Hours (GLH) gives an indication to centres of the amount of *supervised* learning and assessment that is required to deliver a unit and can be used for planning purposes.

Total Qualification Time (TQT) is the total amount of time, in hours, expected to be spent by a learner to achieve a qualification. It includes both guided learning hours (which are listed separately) and hours spent in preparation, study and undertaking some formative assessment activities.

Credit is calculated using a formula that equates to the TQT value divided by 10.

On/Off the Job Essential Skills details (Credit & Hours) *(if required)*

NA

## Level 5: Leadership and Management of Health and Social Care: Practice

### Qualifications

Participants should achieve the following *competence and knowledge* qualifications below.

Level 4 <b>Preparing for Leadership and Management in Health and Social Care</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/1260/5	60	600	335

### **AND**

Level 5 <b>Leadership and Management of Health and Social Care: Practice</b>				
Awarding Body	Qualification No.	Credit Value	Total Qualification Time	Guided Learning Hours
City and Guilds	C00/1260/7	120	1200	395

### **Essential Skills Wales (ESW) (to be completed alongside any of the above awards at level 5)**

	Level	Credit Value
Communication	2	12
Application of Number	2	12
Digital Literacy <b>(Optional)</b>	2	12

### **On/Off the Job Training**

Pathway	Minimum On the Job Training Hours	Minimum Off the Job Training Hours
Level 5	NA	NA

On/Off the Job Qualification details (Credit & Hours)

#### **Guided learning hours (GLH) and Total qualification time (TQT)**

Guided Learning Hours (GLH) gives an indication to centres of the amount of *supervised* learning and assessment that is required to deliver a unit and can be used for planning purposes.

Total Qualification Time (TQT) is the total amount of time, in hours, expected to be spent by a learner to achieve a qualification. It includes both guided learning hours (which are listed separately) and hours spent in preparation, study and undertaking some formative assessment activities.

Credit is calculated using a formula that equates to the TQT value divided by 10.

On/Off the Job Essential Skills details (Credit & Hours) *(if required)*

NA

**PLEASE ADD ADDITIONAL PATHWAY LEVELS AS REQUIRED**

**OTHER ADDITIONAL REQUIREMENTS**

NA

**PROGRESSION**

**Progression to the Professional Framework**

Learners will be from different age groups, with differing backgrounds and experience. The professional framework has been developed to provide scope and breadth for those in and moving into leadership and management roles in the sector. As a guide, applicants may enter via a range of routes including from:

Apprenticeships (level 2 or 3) and Professional Frameworks in Advanced Practice, via other qualifications (for example in management), work experience, unemployment but with previous related experience in Health and Social Care, NVQ/QCF Diplomas at levels 2,3 or knowledge qualifications relevant to health and social care (e.g. from colleges or universities), Social work qualifications and Nursing qualifications.

**Progression from the Professional Framework**

Learners may progress from this pathway onto further qualifications specific to their work. A wide range of qualifications are available for use within the social care sector. These may include specialist qualifications at any level, Higher Education Certificates or Diplomas, foundation degree or degree courses in health and social care or other work-related education and training to support continuing professional development.

Learners can also move to other parts of the sector, for example from adult care to the children services or into the Health sector, completing additional sector and job-relevant development and qualifications as appropriate

**EMPLOYMENT RESPONSIBILITIES AND RIGHTS (ERR)**

Employment Responsibilities and Rights (ERR) is no longer compulsory. But it is recommended that all apprentices (especially the 16 years -18 year group) receive a company induction programme.

## **RESPONSIBILITIES**

It is the responsibility of the Training Provider / Employer to ensure that the requirements of this pathway are delivered in accordance with the Welsh Government Apprenticeships Guidance.

### **Further information may be obtained from:**

Welsh Government

**[DfES-ApprenticeshipUnit@gov.wales](mailto:DfES-ApprenticeshipUnit@gov.wales)**