Level 3 Diploma in Health and Social Care (Adults)
Evidence planning matrix
UNIT 6

This matrix is a guidance document designed to give you ideas of what sort of evidence you will need to build up a portfolio of evidence to complete your Diploma. These are suggestions only, your assessor will advise you how to meet the requirements of the qualification in full.

How to use this matrix

This matrix is to help you with planning how you will provide evidence for the mandatory units.

Green = Knowledge criteria (what you must know)

Blue = Competence criteria (what you must be able to do)

• Your assessor will plan with you and advise you about what types of evidence you should include.

• Every learner’s evidence is different as it should relate to their work setting and practice.

• The ideas for evidence are suggestions only, and you do not need to include all of them.

• You may need more than one type of evidence for some criteria - your assessor will decide when you have sufficient evidence.

• Observation is the required form of evidence for competence criteria (what you have to do). Your assessor will advise what evidence to include if, for a valid reason, observation is not possible for specific criteria only.

• One piece of evidence may meet the criteria for several outcomes over several units.
<table>
<thead>
<tr>
<th>Learning outcome</th>
<th>Knowledge or Competence</th>
<th>What you need to do</th>
<th>Ideas for evidence</th>
</tr>
</thead>
</table>
| **1. Understand working relationships in health and social care** | Knowledge | 1.1 Explain how a working relationship is different from a personal relationship | - Assignment set by your assessor  
- Reflective account about how you work with individuals, colleagues and other professionals  
- Questions – written or verbal. |
|                   |                         | 1.2 Describe different working relationships in health and social care settings |                     |
| **2. Be able to work in ways that are agreed with the employer** | Competence | 2.1 Describe why it is important to adhere to the agreed scope of the job role | - Observation of your daily work practice supporting individuals, accessing and following workplace procedures  
- Reflective account about how you work in a way that follows workplace procedures  
- Questioning by your assessor (2.1 only). |
|                   |                         | 2.2 Access full and up-to-date details of agreed ways of working |                     |
|                   |                         | 2.3 Implement agreed ways of working | This learning outcome must be observed by your assessor in the workplace. |
| **3. Be able to work in partnership with others** | Competence | 3.1 Explain why it is important to work in partnership with others | - Observation of your daily work practice supporting individuals and working with others.  
- Reflective account about how you work with individuals, colleagues and others involved.  
- Questioning by your assessor (3.1, 3.3 only). |
|                   |                         | 3.2 Demonstrate ways of working that can help improve partnership working |                     |
|                   |                         | 3.3 Identify skills and approaches needed for resolving conflicts |                     |
|                   |                         | 3.4 Demonstrate how and when to access support and advice about:  
- partnership working  
- resolving conflicts | This learning outcome must be observed by your assessor in the workplace. |