

List of errata NVQ Level 3 Log Book

Page	Unit	Error	Amendment
132	HSC38	Missing bullet point on Knowledge and Understanding	Add to Knowledge and Understanding 9 <ul style="list-style-type: none"> <li>health</li> </ul>
159	HSC310	Numbering on Knowledge and Understanding	numbering of Knowledge and understanding 28 becomes 27, 29 becomes 28.
234	HSC316	Knowledge and understanding 2-change to wording.	Delete "you and your family" insert "to"
236	HSC316	Numbering of Knowledge and understanding- repeated number 8	Second 8 becomes 9- remainder renumbered
337	HSC324	Repetition of Knowledge and Understanding 11	Delete current 12, add "current definitions of risk and the purpose of risk assessment and management"
360	HSC326	Key words- change to definition of "parents"	delete "People with legal parental responsibility" replace with "The biological and step parents of the children and young people"
412	HSC330	Knowledge and understanding- Knowledge 15 is currently third bullet point of knowledge 14.	third bullet of 14 should be 15- remaining knowledge and understanding should be renumbered
415	HSC330	Element c - Third bullet of PC 4 is currently PC5	PC5 becomes 3rd bullet of PC4- 6 and 7 renumbered
	HSC331	Knowledge and Understanding 2 is a repeat of 1, Knowledge and understanding 6f is a repeat of 6e.	<p>Knowledge and Understanding 2 should read:</p> <p>"How to provide <b>active support</b> and place the preferences and best interest of individuals at the centre of everything you do, whilst enabling them to take responsibility (as far as they are able and within any restrictions placed upon them) and make and communicate their own decisions about their lives, actions and risks in developing and maintaining relationships and social contacts"</p> <p>Knowledge and Understanding 6f should read:</p> <p>"Working with others to provide integrated services".</p>
474	HSC336	Knowledge 9 and 10 are a repeat of 8.	Delete knowledge 9 and 10. Replace with <p>9 the ways in which feelings of anger and frustration can be displaced from their original source to those in authority and how to deal with this</p> <p>10 the difference between aggression and assertiveness</p>

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477	HSC336	Delete element c is a repeat of element b	<ol style="list-style-type: none"> <li>1 you encourage those involved in incidents to contribute to reviewing the incident</li> <li>2 you offer time, space and support so that everyone involved can express their feelings and examine their behaviour</li> <li>3 you explore constructively with everyone involved the reasons for, and consequences of , abusive and aggressive behaviour</li> <li>4 you make referrals to the appropriate people if specialist help is required</li> <li>5 you make clear and constructive contributions to team discussions about incidents of abusive and aggressive behaviour and agency practice in dealing with them</li> <li>6 you manage your own feelings aroused by the incident in a way which recognises your right to have such feelings and recognises that not all incidents are capable of prevention</li> <li>7 you complete records accurately and clearly and store them according to agency requirements</li> <li>8 you provide accurate and clear information to others so that issues and needs can be addressed</li> </ol>
493	HSC338	<p>Knowledge and understanding- 2/6/7/10/16 formatted incorrectly - eg</p> <p>2 Information management</p> <ul style="list-style-type: none"> <li>• the importance of keeping full and accurate records, and how to do so</li> </ul>	<p>Remove bullet. Bulleted statement becomes numbered. Initial statement is not numbered or bulleted</p> <p>Information management</p> <p>2 the importance of keeping full and accurate records, and how to do so</p>
494	HSC338	Knowledge 15 is a repeat of 14	Delete knowledge 15 and replace with: 15 the range of actions you can take when individuals may be misusing substances and how to decide what action is appropriate
501	HSC339	Knowledge and understanding 4/14/17/18 and 20 as above	Remove bullet. Bulleted statement becomes numbered. Initial statement is not numbered or bulleted
522	HSC341	Knowledge and understanding 11- as above	Remove bullet. Bulleted statement becomes numbered. Initial statement is not numbered or bulleted

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523	HSC341	Knowledge 31 is a repeat of knowledge 30	insert new knowledge 31 - 31 the risks substance misuse may pose to others, how to access and minimise these risks. renumber remainder
600	HSC348	Element a, third bullet of PC1 should not be bulleted.	Element a remove bullet and boxes from third bullet of PC1. Leave statement freestanding - as guidance for remaining 2 bullets
608	HSC349	Knowledge and Understanding 25-35 are missing	Add: 25 the relationship between physical, social, psychological and emotional development/behaviour 26 the impact of the broader social environment on individuals (eg area of material deprivation, poor housing, poverty) 27 the relationship between homelessness and the conditions of the individuals with whom you work 28 the practical and emotional skills that individuals need to develop in order for them to be able to live independently 29 referral routes into and between different parts of the housing sector 30 issues you are likely to face when: <ul style="list-style-type: none"> <li>• individuals have to change, or have had to change, their housing and accommodation because of their needs and circumstances</li> <li>• supporting individuals to access housing and accommodation</li> <li>• individuals fail to access housing and accommodation</li> <li>• individuals are unable to cope with the housing and accommodation they have accessed</li> </ul> 31 the factors that need to be taken into account when arranging housing and accommodation for individuals including risks to the individual and risks to <b>key people</b> and <b>others</b> from the individuals 32 the benefits which are available to assist with housing and accommodation 33 how to use evaluations of different housing and accommodation options to identify those which have been successful in meeting specific individuals' needs. 34 how to identify when you need further support and expertise and who to go to for assistance and advice 35 how to inform and consult with others on problems and proposals and encourage others to offer and challenge ideas

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656	HSC353	Knowledge and understanding 10 and 24 incorrectly formatted -	revise 10 and 24 as with p493 Remove bullet. Bulleted statement becomes numbered. Initial statement is not numbered or bulleted
657	HSC353	Knowledge 30 is a repeat of 29, Knowledge 31 is omitted Knowledge 48 is a title- should not be numbered	delete knowledge 30 add 30 how to use the anonymity of individuals to assist them to speak 31 what are the guidelines and procedures of your organisation  Renumber remainder
667	HSC354	Knowledge 32 is missing	Add knowledge 32 -cultural and religious issues that may impact when working with substance misuse
720	HSC360	Knowledge 13 bullet 3- incorrect formatting	Knowledge 13 bullet 3- remove bullet - leave statement as free standing, supporting remaining two bullets.
733	HSC361	Knowledge 48 is a repeat of 47	Delete knowledge 48- replace with - 48 a working understanding of the importance of reporting all information to the registered practitioner
740	HSC362	Knowledge 11 is a repeat of knowledge 10.	Delete knowledge 11, replace with - 11 other factors which produce indicators that may be interpreted as caused by substance misuse
761	HSC364	Element b- PCs 8 and 9 are missing	element b, add 8 you maintain accurate, legible and complete records of agreements reached with individuals and the resulting actions to be taken 9 you communicate agreements and decisions about meeting the physical health needs of individuals with all those involved in implementing or monitoring the required actions, ensuring consistency with legal and organisational policies on confidentiality

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768	HSC365	Knowledge 29 repeats knowledge 28- knowledge and understanding 29-36 are missing.	delete knowledge 29 insert: 29 the role of the agency and its services and how they relate to other agencies and services in the sector (eg when working in schools, substance use awareness raising must comply with any school policies substance use education) 30 how to monitor, analyse and evaluate implications of change in the agency in which one works Working to improve individual practice 31 your own role and responsibilities and from whom assistance and advice should be sought if you are unsure 32 how to apply the principles of equality, diversity and anti-discriminatory practice to your own work 33 the options you consider in your own work and the reasoning processes to be used 34 how to evaluate your own competence, determine when further support and expertise is needed and the measures which may be taken to improve your own competence; how to evaluate the effectiveness of your own actions and learn from experience 35 how to inform and consult with others on problems and proposals and encourage others to offer ideas and challenges 36 the need to develop your own competence and skills in line with changes in evidence, knowledge and practice
829	HSC370	Element b- Incorrect numbering-	Element b, PC 3 bullet 3 should become PC4- remaining PCs to be renumbered
873	HSC375	Knowledge 2,3,4 should be bullets Knowledge 22d (current numbering) repeats 22c	Knowledge 2,3,4- should be bullets. Renumber 5 as 2- renumber remainder Knowledge and Understanding 22d (original numbering) should read:  "The time and frequency for administration"
908	HSC378	Element title has "b" missing	Element should be titled Element HSC378b
914	HSC379	Knowledge 27 and 28 are repeat of knowledge 26	Delete Knowledge 27 and 28- renumber remainder

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923	HSC380	Missing title to Knowledge and Understanding,	insert row above knowledge 1- as title row. "values"
931	HSC381	formatting of knowledge 2.	edit knowledge 2- should read Assessment of individuals 2 how to prioritise requests for assessment according to their priority in line with your organisations criteria
977	HSC385	Knowledge 19 is missing.	Add knowledge 19 family and group dynamics that may affect reactions to the individual dying- and decisions about how the process of dying and death itself is managed.
1043	HSC392	Knowledge 16 is a repeat of knowledge 15	delete knowledge 16- add 16 how to write reports, including statutory documentation
1079	HSC395	Knowledge 7 has been incorrectly titled as knowledge 6 bullet 9	knowledge 6 bullet 9- should be knowledge 7- remainder should be renumbered.
1086	HSC395	Statement at end of PC 11- should be bulleted with recording boxes	statement at end of PC11 should be a bullet with recording boxes
1116	HSC398	Statements under Knowledge 11 should be bulleted	bullet two statements under knowledge 12
1137	HSC3100	Missing bullet under Knowledge 21	add bullet to knowledge 21 • related to handling and minimising inter-personal conflict
1179	HSC3104	Knowledge 19, bullet is missing- Knowledge 20 is missing	knowledge 19- add a bullet- • human behaviour  insert new 20 20 knowledge of the range of local and appropriate national networks, resources and services  renumber the rest
1182	HSC3104	Element b, PC 4 is under PC 3 as a bullet.	Element b- final bullet of PC3 should be PC4
1222	HSC3109	Knowledge 42 is a repeat of 41	delete 42- add 42 methods of preventing/minimising the effect of substances that individuals use

Level 4 log book

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562	HSC446	PC 5 is repeat of PC4	insert new PC 5 you ensure that you have the appropriate level of knowledge and understanding to enable you to support staff who will be working with individuals who have specialist care needs  renumber remainder