

COMMUNITY CARE SKILLS STANDARDS FRAMEWORK FOR SUPPORT CARE ROLES

Skills Domain	Therapy
Skills Category	Group Activity Intervention
Skills Standard Title	Plan Group Activities
Skills Standard Descriptor	Plan and implement novel activities with therapist input.
Skills Proficiency Level	Level 3 <i>Previously 'Advanced' under CCSSF</i>
Source Code	CCSSF-T-GAI-4003-1
Knowledge <i>This refers to the gathering and cognitive processing of facts and information required to perform work tasks and activities.</i>	Underpinning Knowledge: • Event planning process eg models, theories etc • Brainstorming of ideas for group activities • Types of planning which may include (not limited to): ○ Operational ○ Tactical ○ Strategic • Documents in planning which may include (not limited to): ○ The Plan ○ The Budget • Client target group • Client medical condition • Risk management in relation to activities which may include (not limited to): ○ Mitigation ○ Removal ○ Use of safety device • Group activity equipment • Client group activity site location • Timing of group activities • Organisational policies and procedures which may include (not limited to): ○ Planning of Group Activities ○ Communicating with client ○ Incident management ○ Assisting in interventions in consultation with qualified personnel ○ Reinstating all tools and equipment used ○ Documentation • Provisions of National Infection Prevention and Control Guidelines for Long-Term Care Facilities (2018), which may include (not limited to): ○ Use of personal protective equipment ○ Hygiene practices ○ Handling patients with infection ○ Outbreak ○ Hand hygiene • Relevant legal and/or industrial requirements in relation to support care functions, which may include: ○ Implementation Guide to Guidelines for Home Care (Agency for Integrated Care, Singapore) ○ Implementation Guide to Guidelines for Centre-Based Care (Agency for

	Integrated Care, Singapore) - o Workplace Safety and Health Guidelines (Workplace Safety and Health Council) - o National Infection Prevention and Control Guidelines for Long-Term Care Facilities (Ministry of Health) - o Allied Health Professions Council (AHPC) guidelines on supervision and delegation of tasks to therapy support staff
Ability <i>This refers to the ability to perform the work tasks and activities required of the occupation, and the ability to react to and manage the changes at work.</i>	The ability to: • Plan activities for clients which may include (not limited to) in accordance with organisational procedure: - o Cognitive - o Social - o Recreational - o Physical • Explain needs and wants of client which may include (not limited to) in accordance with organisational procedure: - o Logistics - o Budgeting - o Safety • Propose to therapist group activities which may include (not limited to) in accordance with organisational procedure: - o Detail step of activities - o Who in the group - o Graduation of activities based on client's needs and abilities eg replacing tools and equipment - o Goals to achieve - o Inclusion and exclusion activities
Person-Centred Care <i>This refers to having a person centred care mind set to drive the care giver to respect and recognise the decisions/choices of the person they are taking care of.</i>	Underlying principles: • Treating clients with dignity and respect by being aware of and supporting personal perspectives, values, beliefs, culture and preferences; respecting their privacy while encouraging independence of the individual; and listening to each other and working in partnership to design and deliver services • To be mindful of client's need of reassurance
Performance Outcome <i>This refers to the outcome of the task on the care recipient as indication of workplace success</i>	• The support care staff is able to plan group activities in a manner that is respectful of client's dignity, taking into consideration his/her condition, preferences and comfort level.