

COMMUNITY CARE SKILLS STANDARDS FRAMEWORK FOR SUPPORT CARE ROLES

Skills Domain	Psychosocial
Skills Category	Social Activities
Skills Standard Title	Identify, Plan and Conduct Activities
Skills Standard Descriptor	Identify, plan and conduct suitable activities for client, taking into consideration their preferences and interest.
Skills Proficiency Level	Level 1 <i>Previously 'Basic II' under CCSSF</i>
Source Code	CCSSF-P-SA-2001-1
Knowledge <i>This refers to the gathering and cognitive processing of facts and information required to perform work tasks and activities.</i>	Underpinning Knowledge: • Differences between activities, Individualised Care Plan (ICP) activities and programmes • Types of activities suitable for clients of different settings, which can be: ○ Centre-based ○ Home-based ○ Residential care • Proposing activities that utilises available resources and considers the varied preferences and interest of the clients, which includes: ○ Physical activities (group exercises, walking, dance and movement) ○ Psychosocial activities (baking, sewing, gardening, painting, calligraphy) ○ Cognitive activities (mah-jong, bingo, table-top games, iPad games) • Consideration on capacity of the organisation when planning to conduct activities, such as: ○ Time ○ Supporting aids ○ Manpower support ○ Objective of the activity • Consideration for contingency plan • Basic understanding of human dynamics, such as: ○ Examples of group dynamics ○ Basic intervention skills

	○ Recognise signs of distress and how to manage it ○ Client resistance ○ Managing family and client needs and wants ● Safety considerations when identifying and conducting social activities for clients, taking into consideration: ○ Gender ○ Age ○ Physical ability ● Organisational guidelines and policies relating to : ○ Identifying and conducting suitable activities for clients ○ Privacy and confidentiality ● 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) ○ Workplace Safety and Health Guidelines (Workplace Safety and Health Council) ○ National Infection Prevention and Control Guidelines for Long-Term Care Facilities (Ministry of Health) ○ 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: ● Propose activities for clients from different settings ● Plan how activity is to be conducted, which may include: ○ Schedule of activity ○ Timeline for activity ○ Role of personnel/stakeholders ○ Contingency plan ● Conduct planned activities in a safe manner
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
Performance Outcome <i>This refers to the outcome of the task on the care</i>	The support care staff is able to: ● Propose a planned out activity that takes into consideration

<i>recipient as indication of workplace success</i>	of clients' preferences and interest and conduct it in a safe manner
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