

COMMUNITY CARE SKILLS STANDARDS FRAMEWORK FOR SUPPORT CARE ROLES

Skills Domain	Care Coordination
Skills Category	Care Planning
Skills Standard Title	Participate in Developing Individualised Care Plan (ICP)*
Skills Standard Descriptor	Participate in the development of individualized care plan for client with clinical/licensed staff
Skills Proficiency Level	Level 2 <i>(Previously 'Intermediate' under CCSSF)</i>
Source Code	CCSSF-CC-CP-3003-1
Knowledge <i>This refers to the gathering and cognitive processing of facts and information required to perform work tasks and activities.</i>	Underpinning Knowledge: • Basic models to review clients such as the Biopsychosocial-Spiritual (BPSS) model • Understand the importance of care plan goals and objective • The objective and dynamics of inter-disciplinary care planning • Awareness of national schemes and available resource that support the provision of care plan • Roles of support care staff when working as part of an inter-disciplinary team to develop an Individualised Care Plan (ICP), such as: ○ Advocating the wishes of the client ○ Relaying and updating information shared • Understand how personal values of the support staff affect the care planning such as: ○ Someone with strong values in a certain religious view may only advocate for certain activities • Ethical principles and legal limits guiding the development of an ICP • Resources to consider and its impact when implementing ICP activities ○ Budget ○ Manpower ○ Space ○ Time ○ National schemes that support the implementation of

	ICP activities • Consideration of clients' interest and preferences in the development of an ICP • Organisational guidelines and policies relating to : ○ Participating in the development of Individualised Care Plan (ICP) ○ documentation processing • 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: • Participate as part of an inter-disciplinary team, to develop an ICP that is client-focused • Provide input and suggestions to the development of group activities to meet the outcomes of ICP
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 recipient as indication of workplace success</i>	The support care staff is able to: • Work with a team of individuals to develop an individualized care plan