

COMMUNITY CARE SKILLS STANDARDS FRAMEWORK FOR SUPPORT CARE ROLES

Skills Domain	Care Coordination
Skills Category	Programme Implementation and Evaluation
Skills Standard Title	Implement Programmes and Activities with External Partners
Skills Standard Descriptor	Implement pre-planned and pre-designed activities and programmes, including feedback collection
Skills Proficiency Level	Level 1 (Previously 'Basic II' under CCSSF)
Source Code	CCSSF-CC-PIAE-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: • Types of programmes such as: ○ Externally or internally driven programmes ○ Programmes for psychosocial and physical well-being ○ Psychosocial/Social programmes ○ Awareness generating activities ○ Fund-raising activities ○ Corporate Social Responsibility (CSR) School-based programmes • Types of activities that may be part of a programme are: ○ Lunches/dinners ○ Animal assisted activity ○ Visitations/Outings ○ Arts & Crafts ○ Games, which may include: - Table-top games - iPad games - Ball games ○ Intergenerational activities • Process of implementing activities and programmes such as: ○ Identifying the right client with proposed activities ○ Providing advanced information of upcoming programme and activity to ensure buy-in ○ Coordinate with external partner on roles and responsibilities ○ Ensuring all safety guidelines are followed

	• Basic project management skills such as: ○ Monitoring skills to: - Ensure safety is maintained - Programmes/Activities are running according to plan ○ Execute contingency plan ○ Evaluating skills ○ Collecting feedback ○ Reporting skills • Clients' privacy is maintained in the course of implementing programmes, in such areas as: ○ Getting consent of the client ○ Seeking release consent for media • Organisational guidelines and policies relating to : ○ implementation programme activities with external partners ○ executing contingency plan • 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: • Identifying resources required for the smooth running of programmes • Implementing programme as planned • Implementing contingency plans when necessary • Collect feedback as per organisational guidelines
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</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

care of.	deliver services • Ensure clients concerns are highlighted to external programme partner
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: • Implement planned programmes and activities, executing contingency plans when required and providing feedback for smooth running of the programme and its activities.