

Trainee's Assessment

**Describe self-advocacy and support a self-advocacy process
in a health or disability setting**

US 23385 V2

Level 3 Credits 3

Name _____

careerforce

Trainee's assessment

This trainee's assessment contains:

- Instructions for the trainee
- Assessment tasks
- Observation form
- Feedback form
- Assessment result sheet

Tips for the trainee

Before you start this assessment you must read the instructions.

The following colours show different areas of this assessment:

- **Green boxes:** sections to be filled out and usually signed – by you or someone else such as an assessor, verifier or supervisor.
- **Purple boxes:** areas for the assessor to write in. Please do not write in these boxes.
- **Blue boxes:** tasks where you are asked to give a written or spoken answer.
- **Grey boxes:** tasks where your answer is a demonstration.

A person assessed as competent in this unit standard is able to:

	Outcome	Task and evidence
Describe the concept of self-advocacy.	1	One – Written or spoken answer (Blue)
Support a person during a self-advocacy process.	2	Two – Demonstration (Grey)

Instructions for the trainee

- Your answers to the assessment tasks need to show the assessor that you have a full understanding of the topic. The assessor may require you to discuss your responses.
- This assessment is “open book”, which means that you can use any information you wish when you are completing this assessment. This information may include learning materials, books, the internet, and your organisation’s policies and procedures.
- Your answers can be written or spoken. You are also asked to demonstrate a practical task.
 - When you write your answer, use pen in the space provided. Initial any alterations you make. Please write your name on any additional pages and attach them to the assessment.
 - When you answer verbally, the assessor will make full notes of your answer in the space provided in this assessment or may use a digital voice recorder.
 - When you are asked to carry out a practical task, your assessor or verifier will observe you and complete an observation form. The assessor/verifier may require you to perform the task on more than one occasion.
- For any documents you supply, remove all identifying details of the people receiving services or support.
- You need to show that your work complies with your organisation’s policies and procedures.
- If you require assistance with any aspect of the assessment, please contact your assessor.

Definitions of terms

The word **trainee** in this assessment refers to the person being assessed. Other terms that may be used are candidate, student or employee.

Person refers to a person accessing services in a health or disability setting in either a residential care facility or in a private home – the person’s own or a friend’s, group’s or family member’s. Other terms used for the person being supported include client, consumer, individual, resident, service user or tūroro.

An **organisation’s policies and procedures** are the policies and procedures of the trainee’s employer and include ethical codes, standards and other organisational requirements.

Workplace assessor or **assessor** means the person who will assess the trainee.

A **verifier** is a workplace supervisor or manager who understands the assessment, works closely with the trainee, and can confirm the trainee has performed the task competently.

References

- Careerforce workbook – 23385 V2 Describe self-advocacy and support a self-advocacy process in a health or disability setting.
- Your organisation’s policies and procedures.

Note

This unit standard **cannot be assessed against in a simulated environment**. The assessment must be carried out in the workplace.

Question 1: What are two differences between advocacy and self-advocacy?

Difference 1:

Difference 2:

Assessor's use only

Notes and decision:



Question 2: What do empowerment and disempowerment mean in terms of self-advocacy?

Empowerment means:

Disempowerment means:

Assessor's use only

Notes and decision:



Question 3: What does the concept of respect mean in terms of:

- A** A person's choices?
- B** A person's decision-making?

A When supporting a person who is involved in self-advocacy over an issue, respecting that person's choices means:

B When supporting a person who is involved in self-advocacy over an issue, respecting that person's decision-making means:

Assessor's use only

Notes and decision:



Assessor's feedback on the trainee's performance

Task One: Achieved <input type="radio"/> More evidence required <input type="radio"/>	Assessor's name:	Date:
Reassessment: Achieved <input type="radio"/> More evidence required <input type="radio"/>	Assessor's name:	Date:

Support of a person needs to be demonstrated to an assessor or verifier in day-to-day situations such as selecting meals, accessing medical services, selecting flatmates or similar tasks.

Ideally you should arrange an observation when you know that a person is preparing to self-advocate in a particular situation.

Alternatively, discuss with the assessor a situation during the last 12 months where a person has been supported by you to self-advocate in day-to-day situations.

You will need to provide evidence of what took place, which may include documents, photographs and/or tape recordings. Your assessor or verifier will need to make notes on this observation form.

Supporting a person with self-advocacy

The trainee demonstrated a level of support, which met the choices and decisions of the person who is self-advocating and also demonstrated empowerment processes.

The trainee demonstrated respect for the person during the self-advocacy process.

The trainee demonstrated that the person's preferred communication method was used during the self-advocacy process.

Communication method used	✓	Communication method used	✓
Talking		Gestures	
Pictures		Sign language	
Symbols		Communication devices	
Signs		Other (please state)	

Assessor's/verifier's use only or MER

Notes and decision:

Verifier's name:
(if different from the assessor)

Verifier's signature:
(if different from the assessor)

Assessor's feedback on the trainee's performance

Task Two: Achieved <input type="radio"/> More evidence required <input type="radio"/>	Assessor's name:	Date:
Reassessment: Achieved <input type="radio"/> More evidence required <input type="radio"/>	Assessor's name:	Date:

Instructions for the trainee

When you have finished the assessment

- Please give your completed assessment and any additional material to your assessor. You might like to make a copy for your records.
- When you have been assessed as having achieved this unit standard, the results will be sent to Careerforce for registering credits on the New Zealand Qualifications Framework.
- Your assessor will give your assessment material back to you. Please keep it safe.
- If you wish to appeal against the assessment result or process, you should complete an “Appeal of Trainee Assessment Result Form”. This form can be downloaded from the Shortcuts/Forms/Trainee Forms section of the Careerforce website www.careerforce.org.nz
- **Please complete the trainee’s declaration below.**

Trainee’s declaration

I was told about and understood the assessment requirements.

I have prepared my answers myself.

I agree that this document can be photocopied for the purpose of moderation, as part of quality control processes.

I agree that once the assessment decision has been made, my personal details and results will be sent to Careerforce for registering credits on the New Zealand Qualifications Framework.

Trainee’s signature:

Trainee’s name (please print):

Date:

US 23385 V2 – Describe self-advocacy and support a self-advocacy process in a health or disability setting

Please complete this feedback form to help us to improve our assessments.

Please respond to the questions with a tick in the relevant circle and with comments in the boxes

	Yes	No	Sometimes
Did you think the assessment booklet was well laid out?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Did you find the assessment questions easy to understand?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What did you most like about this assessment?

What did you least like about this assessment?

If you could change something to improve this assessment, what would it be?

Additional comments:

Contact details (optional)

Name:	Workplace:
Phone:	Email:

When you have completed this page, please pull it out, fold it in three, secure it with tape and send it (Freepost) to: Careerforce, PO Box 25 255, Christchurch 8144 Fax (03) 371 9285

Freeport Authority CONSULT

Careerforce

PO Box 25 255

Christchurch 8144

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Assessment result sheet (completed by assessor)

Trainee's information	
Name:	
Employer:	
NZQA/NSI number (ROL):	Date of birth:

Trainee's performance summary

Assessment tasks	Achieved
Task One	<input checked="" type="radio"/>
Task Two	<input checked="" type="radio"/>

Comments/feedback to the trainee

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Assessment result

I have assessed the trainee and confirm:

The requirements have been met to demonstrate competency in 23385 V2.

Name:	Assessor's number:
Signed:	Date:

For the credits to be registered on the New Zealand Qualifications Framework, send a copy of this form to:
Training Support Team, Careerforce, PO Box 25 255, Christchurch 8144

Training Support Team

Careerforce

PO Box 25 255

Christchurch 8144

