

# Trainee's Assessment

Provide key comfort cares, and report changes in the condition of a person at the end of his or her life

US 26980 V1

Level 2 Credits 3

Name \_\_\_\_\_

careerforce

## Trainee's assessment

This trainee's assessment contains:

- Assessment task
- Checklist for practical demonstration
- 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**

Provide key comfort cares, and report changes in the condition of a person at the end of his or her life.

1

One – 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.
- This is a demonstration or practical task
  - When you carry out this practical task, your assessor or verifier will observe you and complete a checklist. 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.

**Service plan** is a general term that describes the individual or group plan for service delivery. This plan is developed by service providers with the person or people receiving support and their families/whānau. A service plan may include a care plan or a rehabilitation plan.

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.

### Abbreviations

**ER** refers to the evidence requirements of the unit standard – the evidence (descriptions, explanations, documents etc) that you must provide, and/or the actions that you must do or demonstrate.

**MER** means “more evidence required”.

### References

- Careerforce workbook – 26980 V1 Provide key comfort cares, and report changes in the condition of a person at the end of his or her life.
- Your organisation’s policies and procedures.

## Task One – Provide key comfort cares, and report changes in the condition of a person at the end of his or her life (demonstration)

ERs 1.1-1.2

You must provide **three** key comfort cares to a person at the end of life and **report changes** in the person's condition.

An observer will fill in this checklist as you carry out this practical task. The observer may be your assessor or a verifier, who can confirm that you have competently performed the task.

When carrying out this practical task you must work within your organisation's policies and procedures and the person's service plan.

### Demonstration of key comfort cares

Comfort care **one** (specify)

was carried out in accordance with the person's service plan and the organisation's policies and procedures.

Comfort care **two** (specify)

was carried out in accordance with the person's service plan and the organisation's policies and procedures.

Comfort care **three** (specify)

was carried out in accordance with the person's service plan and the organisation's policies and procedures.

Assessor's/verifier's use only  
Notes and decision:



## Changes in the condition of the person at the end of his or her life.

The assessor is to record the changes in condition reported by the trainee.

The changes reported by the trainee were an accurate reflection of the person's condition.

The reporting process identified below met the requirements of the organisation's policies and procedures.

Assessor's/verifier's use only

Notes and decision:



Verifier's name:  
(if different from assessor)

Verifier's signature:  
(if different from assessor)

### Assessor's feedback on the trainee's performance

Task One: Achieved

More evidence required

Assessor's name:

Date:

Reassessment: Achieved

More evidence required

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](http://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 26980 V1 – Provide key comfort cares, and report changes in the condition of a person at the end of his or her life

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:  
Senior Educational Support Administrator, Careerforce, PO Box 25 255, Christchurch 8144 Fax (03) 371 9285

# US 26980 V1 – Provide key comfort cares, and report changes in the condition of a person at the end of his or her life

Level 2 Credits 3

## Assessment result sheet (completed by assessor)

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

### Trainee's performance summary

#### Assessment tasks

Task One	<input checked="" type="radio"/>
----------	----------------------------------

#### Achieved

### Comments/feedback to the trainee

--

### Assessment result

I have assessed the trainee and confirm:

The requirements have been met to demonstrate competency in 26980 V1.

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