T-LEVELS | Institute for Apprenticeships & Technical Education

T Level Technical Qualification in Health

Employer-set project (ESP)

Core skills

Project brief

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T Level Technical Qualification in Health
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Project brief

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About the employer-set project

The purpose of the employer-set project is to ensure that you have the opportunity to apply core knowledge and skills to develop a substantial piece of work in response to an employer-set brief. The brief and tasks are contextualised around an occupational area and are chosen by you ahead of the assessment window.

Throughout this project, you are acting in role as a supporting health worker within a multi-disciplinary care team. This project follows one individual's healthcare journey, and you will research their conditions, plan for their care, share proposed actions, collaborate with other healthcare professionals, and reflect on your own performance.

You can choose any 1 of the 5 briefs which can be found in the project brief insert.

Aims

Having selected an appropriate contextualised version of the employer-set project you will:

- plan and complete tasks within the employer-set project
- review and reflect on how you have approached the tasks in relation to meeting the brief
- use appropriate English, mathematics and digital skills
- use mathematical competencies in relation to observations and assessment
- use written communication skills to submit an extended piece of writing, using the correct terminology and accurate spelling, punctuation and grammar
- demonstrate how to use appropriate verbal communication skills and present information to an appropriate audience

Your tutor will already have:

- shared and practised the core skills with you
- taught you appropriate referencing and academic writing skills

Your tutor will supervise you when completing this assessment but will not be able to give you further guidance or feedback.

Your tutor will inform you of the following relevant health and safety considerations:

All students must be informed and aware of any relevant health and safety considerations that need to be complied with to ensure they carry out their work in a safe manner. Students must be supervised at all times to ensure health and safety practices are observed. Where students are seen to be working in an unsafe manner, at the discretion of the tutor, the student may be removed from the assessment and the remaining time be rescheduled.

Assessment

You are not permitted to work in groups, except where explicitly stated, and all work must be your own.

You will have 14 hours 30 minutes to complete the employer-set project and 2 hours for preparation research, totalling 16 hours 30 minutes. Recommended and maximum timings, where applicable, are provided for each task under the heading 'Conditions of the assessment'.

Assessment objectives

The employer-set project is a formal assessment that accounts for 30% of the overall core component grade, therefore it is important that you produce work to the highest standard.

You will be assessed against the core knowledge and skills that you have learnt throughout your course of study, in response to a brief set in a real-world situation and validated by employers within the specific specialism.

The evidence generated for the employer-set project will be assessed holistically against 5 integrated assessment objectives. These assessment objectives and their weightings are shown in the tables below.

Assessment objectives		**Weighting**
AO1	Plan their approach to meeting the project brief	12%
AO2	Apply core knowledge as appropriate, and the core skills: • person-centred care • communication • team working • reflective evaluation • researching • presenting	56%
AO3	Select relevant techniques and resources to meet the brief	12%
AO4	Use English, mathematics and digital skills as appropriate	8%
AO5	Realise a project outcome and review how well the outcome meets the brief	12%

Task	AO1	AO2	AO3	AO4	AO5	Marks per task
Task 1	3	12	3	2		20
Task 2(a)	3	12	3	2		20
Task 2(b)	3	12	3	2		20
Task 3(a)						
Task 3(b)	3	8	3	2	4	20
Task 4		12			8	20
Total marks	12	56	12	8	12	100
Total % of marks per AO	12%	56%	12%	8%	12%	100%

Core skills

To achieve the assessment objectives and meet the brief, you must demonstrate the following core skills (CS):

- CS1: Demonstrate person-centred care skills: when planning, developing and providing care to ensure the needs of individuals are met
- CS2: Communicating: be able to communicate effectively with patients, carers, service-users and other health and social care professionals using a range of techniques to overcome communication barriers
- CS3: Team working: be able to work collaboratively with a range of healthcare professionals within and outside a specific team, as well as with other individuals such as carers
- CS4: Reflective evaluation: be able to reflect on own practice and make improvements to own practice
- CS5: Researching: be able to contribute to research and innovation within a specific area of practice, working from independently sourced material, and analysing results of research to draw conclusions
- CS6: Presenting: be able to present the outcomes of the project in a range of formats, to a variety of stakeholders

	Core skill 1	Core skill 2	Core skill 3	Core skill 4	Core skill 5	Core skill 6
Task 1	CS1.1				CS5.1 CS5.2	
Task 2(a)	CS1.2	CS2.1 CS2.2 CS2.3				
Task 2(b)	CS1.1	CS2.2	CS3.1			
Task 3(a)		CS2.1 CS2.2 CS2.3	CS3.1 CS3.2	CS4.1		CS6.1 CS6.2 CS6.3
Task 3(b)		CS2.1 CS2.2 CS2.3		CS4.2		CS6.1 CS6.2 CS6.3
Task 4				CS4.1 CS4.2		

Guidance for students

Student instructions

- in the pre-release you will be presented with multiple briefs outlining the health contexts of 5 individuals, you must choose 1 of the 5 to research
- the purpose of the pre-release is for you to research the situations and conditions of the individual that you have chosen from the case study with access to your own notes from your learning, and also access to the internet
- throughout the employer-set project, you will not have access to any resources other than the research you compile in the pre-release project
- all notes made for task 1 and task 2(a) must be copied and handed over to your tutor at the supervised sessions - further supervised sessions will require you to use the copies of your notes
- your research must:
    - be contained within 4 pages, excluding references
    - be in an Arial font 12pt, within standard border sizes
    - clearly show where sources have been used to support your own ideas and opinions
    - clearly reference all sources used to support your own ideas and opinions
    - reference any quotations taken from websites
- read the project brief carefully before starting your work
- read the assessment objectives grid, as part of the marks given for this assessment will be based on your ability to plan how you will meet the requirements of the brief, you should therefore keep brief planning notes as you work through the tasks for this assessment
- you must work independently and make your own decisions as to how to approach the tasks within the employer-set project
- you must clearly name and date all of the work that you produce during each supervised session
- you must hand over all of your work to your tutor at the end of each supervised session
- you must not work on the assessment in between supervised sessions

Student information

- this employer-set project will assess your knowledge, understanding and skills from across the core content of the qualification
- in order to achieve a grade for the core component, you must attempt both of the external examinations and the employer-set project
- the combined marks from these assessments will be aggregated to form the overall core component grade (A* to E and U), if you do not attempt one of the assessments, or fail to reach the minimum standard across all assessments, you will receive a U grade
- the maximum time you will have to complete the preparation is 2 hours; the maximum time you will have to complete all tasks for this employer-set project is 14 hours 30 minutes (this is a total of 16 hours 30 minutes)

  - your tutor will explain how this time is broken down, over the number of sessions, if some are chosen by your provider to be on the same day
  - at the end of each supervised session, your tutor will collect all employer-set project assessment materials before you leave the room - you must not take any assessment materials outside of the room, for example via a physical memory device
  - you must not upload any work produced to any platform that will allow you to access materials outside of the supervised sessions (including email)
- you can fail to achieve marks if you do not fully meet the requirements of the task, or equally if you are not able to efficiently meet the requirements of the task

Plagiarism

Copying may result in the external assessment task being awarded a U grade. For further guidance, refer to your student handbook - plagiarism guidance and maladministration and malpractice policy located at www.qualhub.co.uk

Presentation of work

- all of your work should be completed electronically using black font, Arial 12pt unless otherwise specified
- any work not produced electronically must be agreed with your tutor, in which case the evidence you produce should be scanned and submitted as an electronic piece of evidence
- all of your work should be clearly labelled with the relevant task number and your student details, and be legible, for example front page and headers
- electronic files should be given a clear file name for identification purposes, see tasks for any relevant naming conventions
- all pages of your work should be numbered in the format ‘page X of Y’, where X is the page number and Y is the total number of pages
- you must complete and sign the external assessment cover sheet (EACS) and include it at the front of your assessment task evidence
- you must submit your evidence to the supervisor at the end of each session

Pre-release activity

You should thoroughly read the briefs in the attached document ahead of the employer-set project tasks that will be provided to you under supervised conditions. You have 5 briefs outlining the health contexts of 5 individuals. You must choose 1 of the 5 to research and discard the others. The purpose of the pre-release is for you to research the situations and conditions of the individual that you have chosen from the case study with access to your own notes from your learning, supporting resources, such as text books, and access to the internet.

Throughout the employer-set project, you will not have access to any resources other than the research you compile in the pre-release project.

Preparation research

You have been asked to work with the multi-disciplinary care team to help achieve the individual's care goals. You are therefore required to undertake research that will inform your practice to effectively support this aim.

Your research must:

- be contained within 4 pages, excluding references
- be in an Arial font 12pt, within standard border sizes
- clearly show where sources have been used to support your own ideas and opinions
- clearly reference all sources used to support your own ideas and opinions
- reference any quotations taken from websites

Ensure you have sufficient detail and clarity in your research as you will not have access to any resources other than the research you compile in the pre-release project.

Conditions of the assessment

- the preparation task **must** be completed under supervised conditions
- you will have access to the internet, your own learning notes and other relevant resources, such as text books and notes that you have taken throughout the year in class and on placement
- you will have a maximum of 2 hours to complete the task
- you **must** work independently and make your own decisions as to how to approach the tasks within the employer-set project
- you **must** clearly name and date all of the work that you produce during each supervised session
- you **must** hand over all of your work to your tutor at the end of each supervised session
- you **must not** work on the assessment in between supervised sessions

Evidence requirements

Word processed document.

Submission

The following file name conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_prereleasetask_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Assessment tasks

The employer-set project has been designed as an opportunity for you to demonstrate how you respond to a current need that has been identified in your sector and is validated by employers.

You should consider how you will approach each task and plan your time to ensure you give yourself the best opportunity to meet the needs outlined in the brief. You should keep short notes on how you approach this, as this can be used to support the completion of a reflection task required at the end of the project. Any notes you make are treated as assessment materials and must be handed over to your tutor at the end of each supervised session.

Task 1

(20 marks)

You have researched the individual, and now you need to use the information from the case study and your research from the pre-release preparation. Write a report that identifies how to best support the individual you have chosen in their outlined situation.

You should explain the support you propose for the individual, justifying your points with evidence.

Assessment objectives

AO1: Plan their approach to meeting the project brief

AO2: Apply core knowledge as appropriate, and the core skills

AO3: Select relevant techniques and resources to meet the brief

AO4: Use English, mathematics and digital skills as appropriate

Core skills

CS1: Demonstrate person-centred care skills

CS5: Researching

Conditions of the assessment

- task 1 must be completed under supervised conditions
- you will have access to your research materials compiled in the pre-release time
- you will not have access to the internet or any other additional resource materials when completing your work for this task
- you will have a maximum of 2 hours to complete the task

Evidence requirements

Word processed outline of report and any further research material evidence.

Submission

These tasks should be saved separately.

The following file name conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_Task1_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Task 2

(40 marks)

Task 2(a)

(20 marks)

For this task you will undertake a practical role play focusing on your chosen individual.

You will take the role of a supporting healthcare assistant, and you have been asked by a senior colleague in the team to conduct a discussion with the individual you have chosen. You will discuss their case with them and ask questions to clarify points in the brief and to inform next steps for their care.

You will have time to prepare, time for the discussion and time to reflect.

In your preparation you should prepare questions and notes for the discussion, considering:

- plans for person-centred care:
  - the individual's choices
  - the individual's needs
  - the individual's goals

You should also consider:

- communication techniques/skills you will need to use
- what information you need to gather from them and how you will gather it

You will be required to make notes in the discussion which you will use for the next task to develop a healthcare plan for the individual.

You will receive written feedback on your conduct and communication in the discussion.

You will have time to write your reflection on the feedback where you should consider both the task and your own performance.

Assessment objectives

AO1: Plan their approach to meeting the project brief

AO2: Apply core knowledge as appropriate, and the core skills

AO3: Select relevant techniques and resources to meet the brief

AO4**:** Use English, mathematics and digital skills as appropriate

Core skills

CS1: Demonstrate person-centred care skills

CS2: Communicating

Conditions of the assessment

- task 2(a) must be completed under supervised conditions
- you will have access to your research materials compiled in the pre-release time when writing your questions
- you will have access to your questions in the discussion
- you will not have access to the internet or any other additional resource materials when completing your work for this task
- you will have a maximum of 2 hours:
  - 30 minutes maximum preparing questions
  - 30 minutes maximum with the individual
  - 1 hour maximum to clarify and expand your notes, read your feedback, and write your reflection

Evidence requirements

- the written questions and notes
- feedback documents
- a video recording

Submission

The following file name conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_Task2a_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Task 2(b)

(20 marks)

Contribute to a healthcare plan for your chosen individual using your notes from task 2(a) and your research from the preparation research. You should use the template provided.

You should consider:

- evidence-based practice
- underpinning theory, concepts and policy
- person-centred care concepts

Assessment objectives

AO1: Plan their approach to meeting the project brief

AO2: Apply core knowledge as appropriate, and the core skills

AO3: Select relevant techniques and resources to meet the brief

AO4: Use English, mathematics and digital skills as appropriate

Core skills

CS1: Demonstrate person-centred care skills

CS2: Communicating

CS3: Team working

Conditions of the assessment

- task 2(b) must be completed under supervised conditions
- you will have access to your research materials you compiled in the pre-release time and your notes from task 2(a)
- you will not have access to the internet or any other additional resource materials when completing your work for this task
- you will have a maximum of 2 hours 30 minutes to complete this task

Evidence requirements

Completed healthcare plan template.

Submission

The following filename conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_Task2b_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Task 3

Task 3(a)

(0 marks)

This part of the task is not credited.

Formative reflection task: peer feedback.

You must discuss your proposed healthcare plan with your peers to gain and offer feedback. Your tutor will put you into your peer discussion groups. You should follow this process:

- read the healthcare plans you have been given by your tutor and complete a ‘provide peer discussion feedback form’ for each healthcare plan that you will then discuss with the group
- hand in your peer discussion feedback form to your tutor
- in your peer discussion groups, you will be given a copy of your own healthcare plan, and the feedback forms your peers completed on your healthcare plan.

The maximum timings and order of tasks are as follows:

- you will have 1 hour to read your peers' plans and complete the peer discussion form for each plan
- you will have a maximum of 30 minutes to re-familiarise yourself with your own healthcare plan and your peer discussion feedback forms you have completed about the other plans before beginning the group discussion
- each group member will take it in turns to receive feedback from all peers – when you give feedback on other students' healthcare plans, you must use the feedback forms to support your verbal feedback – this discussion will last a maximum of 30 minutes per plan (1 hour 30 minutes total)
- you must complete handwritten notes that reflect on the feedback you receive from each group member on the feedback form – you will have a maximum of 30 minutes to complete the feedback form

Assessment objectives

Uncredited.

Core skills

CS2: Communicating

CS3: Team working

CS4: Reflective evaluation

CS6: Presenting

Conditions of the assessment

There is an overall time limit of 3 hours 30 minutes to complete all elements of this task. Your tutor will advise you of timings for each section before you begin. In this time, you will:

- be asked to read members of the peer discussion group your care and support plans and provide feedback in the group, both verbally and on the provide peer discussion feedback form
- be given your care and support plan ~~you~~ produced for task 2(b), as well as time to re-familiarise yourself with the plan
- discuss your support and healthcare plan
- receive and provide verbal feedback
- complete the reflection on peer discussion feedback form

All work must be handed in to the tutor, who needs to sign all peer discussion forms.

Evidence requirements

- completed feedback forms
- handwritten notes on the feedback form
- a photograph or scan of the form should be stored digitally

Submission

The following filename conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_Task3a_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Task 3(b)

(20 marks)

Produce and conduct a presentation for your tutor, who will assume the role of a senior colleague in the healthcare team that would be involved in your chosen individual's care.

You must include details of your proposed changes to your healthcare plan in response to feedback in the peer discussion.

After your presentation, your tutor will ask you questions based on your care appointment role play and healthcare plan, that you will respond to drawing on your knowledge, skills and experience.

You should use your research to support your planning and preparation for this presentation. Your tutor will give you copies of your:

- healthcare plan
- feedback sheet from 2(a)
- feedback sheets from 2(b)

Your presentation **must** demonstrate use of digital presentation aids such as PowerPoint slides.

Assessment objectives

AO1: Plan their approach to meeting the project brief

AO2: Apply core knowledge as appropriate, and the core skills

AO3: Select relevant techniques and resources to meet the brief

AO4: Use English, mathematics and digital skills as appropriate

AO5: Realise a project outcome and review how well the outcome meets the brief

Core skills

CS2: Communicating

CS4: Reflective evaluation

CS6: Presenting

Conditions of the assessment

- you will have a maximum of 2 hours to prepare your presentation
- you will have 15 minutes maximum to present
- the question portion of the presentation will be 15 minutes maximum
- total allocated time is 2 hours 30 minutes

Evidence requirements

- presentation slides/word processed materials (completed)
- video recording of the presentation

Submission

The following file name conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_Task3(b)_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Task 4

(20 marks)

You must now complete a reflective account that considers your approach to the overall project, including how well you feel you have achieved the expected outcomes.

You will need to provide evidence of analysis and evaluation of your performance in your reflective account.

A pro-forma has been provided for you to complete, that will support your reflective account. Please use this pro-forma to structure your response.

Assessment objectives

AO2: Apply core knowledge as appropriate, and the core skills

AO5: Realise a project outcome and review how well the outcome meets the brief

Core skills

CS4: Reflective evaluation

Conditions of the assessment

You will have a maximum of 2 hours to complete your reflective account, with access to the feedback and all your previous work that you have carried out in your supervised sessions.

Evidence requirements

Word processed reflective account.

Submission

The following file name conventions should be used for all materials produced:

- (provider_number)_(student registration number)_(Surname)_(First name)_Task4_(additional detail of document content if multiple documents are produced per task)

Note: Please request your provider and student number from your tutor.

Pro-forma: task 2(a): feedback form

The following form is for use in task 2(a).

Note**:** The spaces provided below are **not** indicative of length of response required. However, you should consider how you will approach this task with your response.

Person-centred care

Appropriate questions were asked to inform the care approach and explore options			
1 Entirely disagree	2 Mostly disagree	3 Mostly agree	4 Entirely agree

The care goals for the chosen individual were established			
1 Entirely disagree	2 Mostly disagree	3 Mostly agree	4 Entirely agree

The approach was safe, compassionate and respectful			
1 Entirely disagree	2 Mostly disagree	3 Mostly agree	4 Entirely agree

Other feedback

Communication

The communication was clear and effective with the chosen individual			
1 Entirely disagree	2 Mostly disagree	3 Mostly agree	4 Entirely agree

There was evidence of appropriate techniques to overcome communication barriers			
1 Entirely disagree	2 Mostly disagree	3 Mostly agree	4 Entirely agree

Non-verbal communication was appropriate and effective			
1 Entirely disagree	2 Mostly disagree	3 Mostly agree	4 Entirely agree

Other feedback

The tutor must sign this piece of work for the purposes of validation:

Student number	Provider number
Student name	**Tutor name**
Student signature	**Tutor signature**

Pro-forma: task 2(b): healthcare plan template

The following template is for use in task 2(b).

Note**:** The spaces provided below are **not** indicative of length of response required. However, you should consider how you will approach this task with your response.

Patient name	Healthcare worker name and job title	Date completed

Individual's goals

Individual's preferences

Individual's values

Any other information

Healthcare/support needs	Healthcare/support approach	People and teams involved in care/support	Recommendations and future actions

Pro-forma: task 3(a): provide peer discussion feedback

Copy this table to provide individual feedback for each student within your group.

Student name	
Activity plan	
Date	

State one aspect of the student's healthcare plan that you thought would work well and why
Prepare one question to ask about the student's healthcare plan **Your question should be about how and why they have designed the plan the way it is**
Provide one example of how you feel the student's healthcare plan could be improved

The tutor must sign this piece of work for the purposes of validation:

Student number	**Provider number**
Student name	**Tutor name**
Student signature	**Tutor signature**

Pro-forma: task 3(a): reflect on peer discussion feedback

Print out this form to allow completion of handwritten notes of the peer discussion. Please ensure that your writing is legible and that the document is suitable for scanning so it can be made available as an electronic piece of evidence. If you wish to expand the space to cover multiple pages before printing, feel free to do so.

Questions you were asked by your peers

What your peers felt would work well in your healthcare plan and why

Examples of how your peers think that your healthcare plan could be improved

Pro-forma: task 4: reflective account

The spaces provided below are not indicative of length of response required. Consideration should be given to the time limit stated in the ‘conditions of the assessment’ section of the task.

You should consider the following areas when completing this task:

- how you feel you approached the overall project and how you achieved the tasks individually?
- evaluate your performance and experience, reflecting on what did and did not go well and focusing on your strengths and weaknesses in both performance and knowledge
- outline conclusions you can draw from this experience
- identify areas you would approach differently or improve if you were to be faced with a similar project

Overall approach to the project
Strengths
Areas for development

Performance on each task
Task 1
Task 2(a)

Performance on each task
Task 2(b)
Task 3(a)
Task 3(b)
Task 4

Evaluation of how your overall project outcomes meet the brief

What are your areas for improvement, and what would you do differently in the future?

Conclusions drawn from the project

Document information

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Owner: Head of Assessment Design

Change History Record

Version	Description of change	Approval	Date of Issue
v1.0	Post approval, updated for publication.		January 2021
v1.1	NCFE rebrand.		September 2021