



## Section 1: Lead and manage person / child-centred practice

Links to units 520 (general management) and 521 (independent advocacy management) City & Guilds Level 5 Leadership and Management of Health and Social Care: Practice

Summary notes	Examples of evidence	Signature, role and date

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<p><b>You have knowledge and understanding of and are able to lead and manage:</b></p>			
<p>Practice which supports individuals to achieve positive outcomes</p>			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
Practice which promotes the holistic well-being of individuals			
Practice which promotes person/child-centred communication			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
Support for change and/ or transitions			

## Section 2: Lead and manage effective team performance

Links to unit 522 City & Guilds Level 5 Leadership and Management of Health and Social Care: Practice

Summary notes	Examples of evidence	Signature, role and date

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You have knowledge and understanding of and are able to lead and manage:</b>			
Development of a positive culture which is motivating and inspiring			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
Values-based recruitment of workers			
Values-based induction of workers			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
Continuing professional development of workers through supervision and performance reviews			
Delegation of tasks			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
Resolution of team conflict and poor performance			
Innovation and change			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
<b>You understand:</b>			
Legislative, regulatory and organisational requirements for addressing misconduct or unsatisfactory performance			



### Section 3: Lead and manage the quality of service provision to meet legislative, regulatory and organisational requirements

Links to unit 523 City & Guilds Level 5 Leadership and Management of Health and Social Care: Practice

Summary notes	Examples of evidence	Signature, role and date

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You understand:</b>			
Theories, methods and models which can be used to support the service provision to meet the requirements for quality standards			

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<p><b>You have knowledge and understanding of and are able to lead and manage:</b></p>			
<p>The use of key indicators and methods to measure the performance of the service provision</p>			
<p>Implementation of systems, procedures and practice to monitor, measure and improve performance of the service provision</p>			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
The use of lessons learned from compliments, concerns and complaints to improve service provision			

## Section 4: Professional practice

Links to unit 524 City & Guilds Level 5 Leadership and Management of Health and Social Care: Practice

Summary notes	Examples of evidence	Signature, role and date

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You understand:</b>			
The role, responsibilities and accountabilities of health and social care managers			

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You have knowledge and understanding of and are able to lead and manage:</b>			
Ethical practice which recognises and values equality and diversity			
Effective partnership working			

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
Compliance with requirements for presenting, recording, reporting and storing information			
<b>You are able to:</b>			
Ensure own continuing professional development meets legislative requirements, standards and the Codes of Conduct and Professional Practice			

## Section 5: Lead and manage practice which promotes the safeguarding of individuals

Links to unit 525 City & Guilds Level 5 Leadership and Management of Health and Social Care: Practice

Summary notes	Examples of evidence	Signature, role and date

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You have knowledge and understanding of and are able to lead and manage:</b>			
Compliance with legislative, regulatory and organisational requirements for the safeguarding of individuals			

<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
The development and maintenance of knowledge and understanding of safeguarding of individuals for yourself and your workers			
Practice which safeguards individuals from harm and abuse			



<b>Induction standards</b>	<b>How I have met this standard</b>	<b>Comments from the person signing to confirm the standard has been met</b>	<b>Date and signatures</b>
Practice which supports rights, well-being and positive relationships to promote safeguarding			
Practice which supports individuals to keep themselves safe			

## Section 6: Lead and manage health, safety and security in the work setting

Links to unit 526 City & Guilds Level 5 Leadership and Management of Health and Social Care: Practice

Summary notes	Examples of evidence	Signature, role and date

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You understand:</b>			
Legislative and regulatory requirements for health, safety and security in the work setting			

Induction standards	How I have met this standard	Comments from the person signing to confirm the standard has been met	Date and signatures
<b>You have knowledge and understanding of and are able to lead and manage:</b>			
Compliance with health, safety and security requirements			
Risks of work-related ill-health			