



Advance Care Training Ltd

QCF Level 3 Certificate in Management

What is the programme about?

The new QCF Qualifications are work related qualifications based on your ability to do your job in a given occupational area. To achieve the qualification a learner has to demonstrate their skills in practice and show their knowledge and understanding in what they are doing in order to become competent. Learners will be assessed by a competent and qualified assessor to show achievement against a set of learning outcomes. On completion of these outcomes, a Certificate or a Diploma will be given by EDI Awarding Organisation.

What are the entry requirements?

No formal qualifications are necessary, but candidates must be working in care services in a management role.

This QCF Certificate is designed for those who are entering a management role or who wish to gain a qualification that formally recognises their skills, those who manage a team and are responsible for its performance and middle managers who have a wider managerial role, which could include recruitment and budgetary responsibilities.

How is it taught and assessed?

All learners will attend an induction day; with a further 3 workshops to meet knowledge outcomes. The learner will produce a Portfolio of evidence which will include observations in practice; written questions; work products and professional discussion. This Portfolio will be audited by the internal verifier for quality purposes.

Guided learning hours are 110-165 per qualification and it is expected the Level 3 Certificate in management to take approximately 6 months.

How many units do I complete?

All QCF Qualifications are made up of units, each with a credit value. Learners need to complete units, which total 25 credits. This will be made up from mandatory and option units, with a minimum of 5 units.

Examples of option units include:

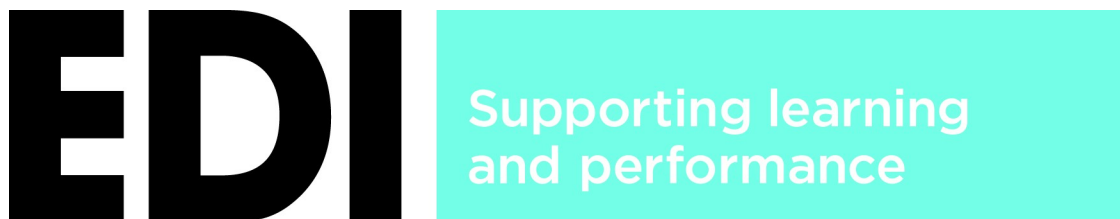
- manage personal development;
- manage grievance procedures;
- procure supplies;
- Lead and manage meetings;
- Recruit staff

Progression

This qualification covering management level 3 will form the basis of the learner's management knowledge which can be built upon to aid further learning and career progression. This qualification aids progression onto the Level 5 NVQ Diploma in Management and some units in the level 3 qualification can be used towards progressing onto the Level 5 NVQ Certificate in Management.

Cost: £500.00 + VAT. This will include registration and certification with EDI Awarding Body; assessment and verification and formal training days.

Funding can be sourced from the Workforce Development Fund, via Skills for Care, for each unit completed. Please speak to your employer.



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