PART OF nocn GROUP

QUALIFICATION SPECIFICATION

NOCN Level 2 Certificate in Principles of Dementia Care

Qualification No: 610/3187/2

Operational Start Date: 11th September 2023

Version: 1.0 September 2023

To know more about NOCN:

- Visit the NOCN website: **www.nocn.org.uk**
- Call the Customer Service Team: **0300 999 1177**

Introduction

NOCN is a market-leading awarding organisation that has been providing qualifications for a wide range of Centres, including FE colleges and training providers, for 30 years both in the UK and internationally.

We work with Centres to deliver a high quality and flexible service for learners to underpin our passionate belief in the power of education and its impact on communities and individuals.

We offer all the advantages of being with a national awarding organisation with a diverse portfolio of qualifications, alongside providing a personalised, bespoke, service to our Centres and learners.

As an accredited Leader in Diversity we are proud of our reputation as a provider of fully accessible, trusted and flexible qualifications.

About NOCN Group

NOCN is part of NOCN Group, a progressive educational charity whose core aims are to help learners reach their potential and organisations thrive. The group includes business units specialising in regulated UK and international qualifications, end point assessment, endorsed programmes and assured short courses, Smart job cards, assessment services, consultancy, and research.

NOCN Group shares a joint purpose to offer learners, training providers, employers, and FE Colleges a fully integrated range of learning and skills development products and services.

Information about all our courses and qualifications is available from our website: www.nocn.org.uk/

Qualification at a Glance

Title	Size
NOCN Level 2 Certificate in Principles of Dementia Care	GLH - 156 TQT – 180 hours Credit - 18
Purpose	**Target Audience**
The purpose of this qualification is to equip learners with the knowledge and understanding to progress to further training in or progress into a job role in the health and social care sector.	This Level 2 qualification is primarily for learners aged 16 and above and who want to continue their education and develop their knowledge/competencies and understanding of their role working in the health and social care sector.
Content Overview	**Entry Requirements**
This Level 2 qualification provides learners with a range of knowledge and skills. Learners will also develop an understanding of dementia for working in the health and social care sector.	There are no formal entry requirements for learners undertaking this qualification. The qualification can be undertaken without any previous training or qualifications in this subject area.
Assessment	**Additional Resources**
This qualification is assessed via a portfolio of evidence which is set and assessed internally.	

Summary of changes:

This section summarises the changes to the qualification specification since the last version

Version	Publication Date	Summary of Amendments.
1.0	September 2023	Original version

TABLE OF CONTENTS

Introduction 2
About NOCN Group 2
Qualification at a Glance 3
Summary of changes: 4
1. Overview of Qualification 6
Entry Requirements 6
Progression Routes 6
2. Qualification Details 6
2.1. Qualification Structure 6
2.2. Total Qualification Time (TQT) 7
2.3. Assessment and Evidence 9
2.4. Fair and Equitable Assessment 10
2.5. Learners with Particular Requirements 10
2.6. Recognised Prior Learning 10
2.7. Assessment and Evidence for the Components 11
3. Centre Information 11
3.1. Required Resources for Delivering the Qualification 11
3.2. Offering the Qualification 13
4. Component Information 13

1. Overview of Qualification

This qualification is vocationally based and as such, offers the opportunity for learners to demonstrate an achievement of practical skills, understanding and knowledge when working with individuals with dementia in the health and social care sector.

The qualification will:

- Prepare learners to progress to a qualification in the same subject area (dementia care) at a higher level, such as a Level 3.
- Prepare learners to progress to a qualification in a broader subject area such as health and social care.
- Prepare learners for employment in the health and social care sector in a role where they may interact with and provide care for individuals with dementia.
- Support a role in the workplace for those already working in health and social care who wish to refine and extend their knowledge of principles of dementia care.

Entry Requirements

There are no formal entry requirements for learners undertaking this qualification.

Learners must be in a position to demonstrate the requirements of the qualification and have access to required assessment opportunities and relevant resources. Please refer to specific assessment requirements on individual components for more information.

Centres should undertake initial assessment activities with learners to ensure this is an appropriate qualification and they are capable of achieving the level they will be studying before enrolling them onto a programme of learning.

This qualification is available to learners aged **16** years or over**.**

Progression Routes

Achievement of this qualification confirms the learner has gained the knowledge and skills required to:

- Gain employment in the health and social care sector, specifically working with individuals with dementia.
- Progress to further study.

2. Qualification Details

2.1. Qualification Structure

The NOCN Level 2 Certificate in Principles of Dementia Care is a 18 credit qualification with a Total Qualification Time (TQT) of 180 hours including 156 Guided Learning Hours (GLH).

Learners **must** achieve all 18 credits from the six mandatory components.

Unit	M/O	Level	Ofqual Unit Ref	Credits	GLH	Assessment
Dementia Awareness	M	2	J/650/8183	3	26	Portfolio of evidence
Equality, Diversity and Inclusion in Dementia Care Practice	M	2	K/650/8184	3	26	Portfolio of evidence
Communication with Individuals with Dementia	M	2	H/650/8182	3	26	Portfolio of evidence
Behaviour in the Context of Dementia	M	2	F/650/8181	3	26	Portfolio of evidence
Person-Centred Care to Support Individuals with Dementia	M	2	L/650/8185	3	26	Portfolio of evidence
Supporting Choice and Minimising Risk for Individuals with Dementia	M	2	M/650/8186	3	26	Portfolio of evidence

2.2. Total Qualification Time (TQT)

Through consultation with users, TQT has been agreed by considering the total number of learning hours required for the average learner to achieve these qualifications.

TQT is split into two areas:

Area	Example of activities
1. Guided Learning Hours (GLH): • learning activity under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training • includes the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training	• Classroom-based learning supervised by a teacher • Work-based learning supervised by a teacher • Live webinar or telephone tutorial with a teach in real time • E-learning supervised by a teacher in real time • All forms of assessment which take place under the immediate guidance or supervision of an appropriate provider of training • Exam time
2. Other Learning Hours (OLH): • an estimate of the number of hours a learner will spend, as directed by (but not under the immediate guidance or supervision of) a lecturer, supervisor, tutor or other appropriate provider of education or training, including: ○ preparatory work ○ self-study ○ any other form of education or training, including assessment	• Independent and unsupervised research / learning • Unsupervised compilation of a portfolio of work experience • Unsupervised e-learning • Unsupervised e-assessment • Unsupervised coursework • Watching a pre-recorded podcast or webinar • Unsupervised work-based learning

2.3. Assessment and Evidence

The qualification is made up of internally set and internally assessed units. Assessment is via a portfolio of evidence.

Internal assessment (internally set and internally assessed)

Internal assessment activity must ensure evidence of achievement against **all** the requirements specified within each component.

For assessments that are internally set, the IQA will need to ensure pre-verification of assessment tasks take place prior to its use to ensure that it is an appropriate assessment tool, that it is inclusive to learners of all needs, that it meets the principles of assessment and does not hinder learner attainment of the NOCN assessment evidence requirements.

Refer to the **NOCN Quality Assurance Manual** for further information on the Internal Quality Assurance process. This can be found on the NOCN website at www.nocn.org.uk

Centres must ensure that knowledge-based learning is at the correct level for the qualification.

Assessment activities must be robust in that the assessment decisions are made based on evidence, which is valid, authentic, current, sufficient and reliable regarding the assessment taking place:

Valid	The validity of an assessment decision is ensuring that the right thing has been assessed in the right way to deliver an accurate assessment result.
Authentic	The assessment process must ensure that all evidence of achievement is authentic in that it has been created solely by the learner (unless otherwise required) and has not been plagiarised. If work was not authentic, it would undermine the entire the assessment process and overall qualification system.
Current	The assessment process must ensure that the evidence used to claim qualification or unit achievement reflects current industry/qualification practice. This can be done by ensuring that the evidence is relevant at the time of the assessment as well as ensuring that the assessor has used the most-up-date assessment documentation.
Sufficient	The Assessor must review assessment evidence to judge whether the learner has generated enough evidence at the right level to confidently cover all relevant learning outcome or assessment criteria requirements. The Assessor must also ensure their records of the assessment are complete, legible and accurate.
Reliable	The Assessor must ensure that they are making reliable and consistent assessment decisions across their learners and with other Assessors within the Centre. Assessment decisions must also be consistent over time and across academic/programme cycles. This can be supported by attending standardisation activities.

2.4. Fair and Equitable Assessment

Assessment must be designed to be accessible and inclusive and the assessment methodology must be appropriate for individual assessment, giving due consideration to any assessment requirements attached to individual components.

2.5. Learners with Particular Requirements

If you are a NOCN Recognised Centre and have learners with particular requirements, please see the **NOCN Reasonable Adjustments and Special Considerations Policy and Procedure** found on the NOCN website at www.nocn.org.uk

This policy gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty without compromising the assessment criteria.

The NOCN Centre Approval process requires the Centre to hold policy statements on Equal Opportunities, Diversity and Disability Discrimination, which will be reviewed by NOCN.

Please refer to the **NOCN Quality Assurance Manual** for further details.

2.6. Recognised Prior Learning

Recognising Prior Learning is an assessment process that recognises learning that has its origins in a learner's experience and/or previous formal and informal learning contexts. This includes knowledge and skills gained within school, college, university and outside formal learning situations such as through life, employment, apprenticeships and other work experiences.

NOCN is committed to the Recognition of Prior Learning (RPL) and has developed a policy and procedures to inform and support Centres. This is available on the NOCN website at www.nocn.org.uk

2.7. Assessment and Evidence for the Components

Assessment materials are only available to Centres approved to deliver this qualification.

All current assessment materials are available from NOCN's vLearn platform. Existing Centres have access to vLearn, new Centres must contact their NOCN Business Development Manager.

Forms and guidance for gathering learner evidence against the individual assessment criteria are available for download in Word format on the NOCN website:

www.nocn.org.uk/support/nocn-support/quality-assurance/

3. Centre Information

3.1. Required Resources for Delivering the Qualification

As part of the requirement to deliver this qualification there is an expectation that staff undertaking roles as part of the delivery and assessment of the qualification have a demonstrable level of expertise.

NOCN expects that Tutors and Assessors are able to demonstrate the following competencies:

3.1.1 Tutor Requirements

- Be technically competent/subject matter experts, hold or be registered as working towards, a recognised education and training qualification, have experience of delivering training within this subject area. The minimum expectation is that the level of competence of the Tutor should be at the same level as the training that is to be delivered.

3.1.2 Assessor Requirements

- Be technically competent, have experience of carrying out assessment activities and hold, or be registered as working towards, a recognised assessing qualification. The minimum expectation is that the level of competence of the Assessor should be at the same level as the qualification being assessed.

3.1.3 Internal Quality Assurer Requirements

Each centre must have internal quality assurance policies and procedures in place to ensure that decisions made by Assessors are appropriate, consistent, fair and transparent, and that they do not discriminate against any learner. The policies and procedures must be sufficient to secure the quality of the award, ensuring validity, reliability and consistency.

NOCN expects that an Internal Quality Assurer is able to demonstrate the following competencies:

They should:

- Have an understanding of the subject area, have experience in carrying out internal quality assurance activities and hold, or be registered as working towards, a recognised Internal Quality Assurance qualification. The minimum expectation is that the level of competence should be at the same level as the qualification being quality assured.

NOCN supports and recognises Centres' internal quality assurance systems which support the above; any system should include standardisation and sharing of good practice.
Centre staff may undertake more than one role, e.g. tutor, assessor or internal quality assurer, but they **cannot** carry out any quality assurance on work that they have previously assessed.

Refer to the **NOCN Quality Assurance Manual** for further information on the Internal Quality Assurance process. This can be found on the NOCN website at www.nocn.org.uk

3.1.4 Continuing Professional Development (CPD)

Centres are expected to support their staff, ensuring that their subject knowledge remains current and that their members of staff are up to date with regards to best practice in delivery, assessment and quality assurance.

3.1.5 External Quality Assurance

Once recognised as a Centre, NOCN will allocate an External Quality Assurer. The External Quality Assurer will have ongoing responsibility for monitoring the Centre's compliance with the requirements of recognised Centre approval status.

The External Quality Assurer will make regular visits to all Centres. During these visits they will:

Monitor the Centre's compliance with the Centre approval criteria by reviewing course documentation, meeting managers, tutors, internal quality assurers, learners, and administrative staff.

Review the standard of the Centre's assessment and internal quality assurance practices and decisions to determine whether all assessment requirements are met to support safe and valid claims for certification.

Refer to the **NOCN Quality Assurance Manual** for further information on the External Quality Assurance process. This can be found on the NOCN website at www.nocn.org.uk

3.2. Offering the Qualification

Existing Centres

If you are already recognised to offer NOCN qualifications and would like more information about offering this qualification**,** please contact: business-enquiries@nocn.org.uk, alternatively use Horizon to add this qualification to your Centre.

New Centres

If you are interested in offering this qualification**,** but are not yet a NOCN Approved Centre and would like more information about becoming a NOCN Centre and offering this qualification please see **Become a Registered Centre** on our website https://www.nocn.org.uk/customers/nocn-centres/ and click Become a Centre.

4. Component Information

Within the Level 2 Certificate in Principles of Dementia Care, the qualification consists of Mandatory components. The qualification structures (**see section 2**) sets out the rules for achieving the qualification.

To achieve this qualification a learner must provide evidence of learning and achievement against all the assessment requirements within each of their chosen components.

A copy of all Mandatory components can be downloaded via the NOCN website.

https://www.nocn.org.uk/products/qualifications/610-3187-2-nocn-level-2-certificate-in-principles-of-dementia-care/

PART OF nocn GROUP

Acero Building
1 Concourse Way
Sheaf Street
Sheffield
South Yorkshire
England
S1 2BJ

Tel: 0300 999 1177
Email: nocn@nocn.org.uk

www.nocn.org.uk