



Care  
Adviser  
Network

## Care Adviser Award

### Introduction

An ageing population has led to a rapid growth in the care industry and with a wealth of information available from a variety of sources for it to be useful it needs to be accurate and personalised, never has a standard been more important.

### Summary

- The Care Adviser Award consists of two parts; 50 multiple choice questions (MCQs) and 2 case studies with 5 guidance questions for each
- It is an online exam and can be taken from any computer with an internet connection
- Each section is timed, an overall total of 3 hours is allocated and the exam must be taken in one sitting, done without help from another person, other resources are allowed
- This syllabus will be used from April 2018 until April 2020
- Candidates will be examined on the basis of English law and guidance.
- Candidates should refer to Care Adviser Network for study text, revision aids and other learning resources; [www.careadvisernetwork.co.uk](http://www.careadvisernetwork.co.uk). Face to face training is available, please book using the Training/Events page.

### Why do we need this award?

To promote a standard to Adult Care and Care Funding Advice the Care Adviser Award is an independent award and a valuable addition to other professional qualifications identifying those who can give accurate, appropriate later life care and housing information and advice whether they are in full or part time employment, paid or voluntary regardless of a role or occupation.

### Who can take this award?

Anyone who is supporting a care need and/or giving information and advice on choosing and paying for adult care even if this is only a small part of the service provision



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For example; Adult social care and NHS teams, care support workers, care home staff, support brokers, personal assistants, specialist care advice agencies, independent financial advisers/solicitors, advice teams from voluntary organisations/charities and other professionals

## **What topics are covered?**

**Choosing Care for adults in England** - Types of care, Housing options, independent living, local community resources and appropriate signposting/referrals, including how to access help from the Local Authority and raise safeguarding concerns

**Funding Care for adults in England**- Welfare Benefits, NHS and Local Authority funding, accessing care for an adult in need, raising safeguarding and deprivation of liberty concerns, the role of and facilitating access to specialist advice; Independent financial advice/Legal advice.

## **Composition**

### **Section 1**

#### **Multiple Choice Questionnaire – Minimum score for a PASS is 75%**

A 50 question section with a variety of True/False answers, one or multiple correct answers, for a FREE example please see the [‘Funding Care Awareness’ QUIZ](#)

### **Section 2**

#### **Case Study 1 – Maximum of 20 marks**

#### **Case Study 2 – Maximum of 20 marks**

**A minimum score of 75% is required on this section for a PASS**

## **Task and Time requirements**

Each candidate must complete;

Section1 - 50 Multiple Choice Questionnaire within 1 hour.

Section 2 – Two scenario exercises must also be completed within 2 hours

A maximum of 3 hours is allowed for both Care Adviser Award sections.

## **Grading/Marking**

The multiple - choice section is scored on line on completion of the section.



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Case Study exercises are marked by a senior assessor from the Care Adviser Network and graded as a pass or fail, the highest grade that can be achieved is a pass. Scenario exercises will usually be marked within 7 working days.

### **Failed Sections**

If a candidate does not achieve at least 75% on either the multiple- choice Questionnaire or case study section this can be re taken a maximum of once more within 6 months from the date of taking the failed section.

If after two attempts a PASS grade has not been achieved the Care Adviser Award may be taken again in full only following a period of 6 months from the retake date has passed.

### **Verification**

To ensure consistency to the marking scheme scenarios are externally verified by an assessor from a City and Guilds approved centre.

### **Resources**

Submission includes candidate declaration that all sections have been completed without assistance from any other person, all other resources are permitted.

### **SOLLA Care Advice standard**

The Care Adviser Award is the assessment tool for the SOLLA Care Advice Standard. Once you have PASSED the Care Adviser Award your certificate reference number and date will be required for a SOLLA Care Advice Standard application



### **Learner Support**

- 1) ['Funding Care Awareness'](#) training is a one day face to face classroom training workshop. It is possible for a candidate who has not attended this course to take the Care Adviser Award
- 2) [Online assessment](#) on funding care, this FREE short on line quiz is a fun way to assess your knowledge.
- 3) ['Complete Care Adviser'](#) study text available online £19.99 plus p&p £2.50



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4) Workbooks - There are two workbooks available for the award

Unit 101 – Choosing Care and

Unit 102 Paying for Care

Each workbook consists of several tasks, which may include;

- Short questions on a specific subject
- Reflective accounts, tasks which will ask you to give accounts/examples of a something you have done
- Scenario/Case study exercises, these tasks will ask you to explain what you would do/advise if presented with a particular set of circumstances
- Research a subject and summarise how it may be relevant to your role
- Prepare resource material or design promotional material for a group of people considering their specific needs

If a task requires research the necessary information will be provided.

### **Submission of workbook**

If you would like a workbook assessing we would prefer that you send it by email; [admin@careadvisernetwork.co.uk](mailto:admin@careadvisernetwork.co.uk) but if you would like to save a copy and send a printed copy for marking by post this is also possible by arrangement.

5) **Pre Case Study Assessment** - This is a chance to put everything that has been learned together with your skills, experience and knowledge prior to taking the award. You will be given a case study with guidance questions, as you would be during the exam which will be assessed and comments provided



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## Syllabus Summary

### Paying for Adult Care

- 1 **Welfare Benefits** – Understand basic benefits and explain how they are payable in a variety of care settings
- 2 **Local Authority Charging** -Understand Local Authority (LA) charging for individual care needs and how to access it
- 3 **National Health Service Funding** – Understand National Health Service (NHS) funding for individual care needs and how to access it
- 4 **Legal capacity** - Understand legal capacity to manage financial decisions and how to access specialist advice
- 5 **Independent Financial Advice** – Understand the role of an Independent Financial Advice and be able to facilitate access to it

### Choosing Adult Care

- 6 **Housing options** - Understand the housing options available and how care may be managed within a range of settings
- 7 **Type of care provision** - Understand the different types of care available and who may provide it
- 8 **How to access care** - Know what services the LA and NHS can offer and how to access their services, understand and explain the assessment process for both agencies
- 9 **Independent living** – Understand services that could enable independent living and be aware of who may provide them
- 10 **Using other services** - Understand when another service may be required and use effective signposting/referral procedures to access other relevant services
- 11 **Safeguarding** – Understand and know how to raise safeguarding and Deprivation of Liberty concerns
- 12 **Barriers** – Understand the barriers to accessing care