



Public Health  
England



Protecting and improving the nation's health

# NHS Health Check Learner workbook

to accompany the competence framework

January 2015

Please complete:

<b>Name:</b>	_____
<b>Workplace:</b>	_____
<b>Date:</b>	_____

<b>My Assessor is:</b>	_____
<b>Contact number/email:</b>	_____

# About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. It does this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. PHE is an operationally autonomous executive agency of the Department of Health.

Public Health England  
Wellington House  
133-155 Waterloo Road  
London SE1 8UG  
Tel: 020 7654 8000

[www.gov.uk/phe](http://www.gov.uk/phe)

Twitter: [@PHE\\_uk](https://twitter.com/PHE_uk)

Facebook: [www.facebook.com/PublicHealthEngland](https://www.facebook.com/PublicHealthEngland)

# About Skills for Health

Skills for Health is responsible for developing National Occupational Standards (NOS) for the healthcare occupations in the UK. The competences included in the NHS Health Check competence framework are drawn from these standards. PHE commissioned Skills for Health to develop this workbook for use by assessors. [www.skillsforhealth.org.uk](http://www.skillsforhealth.org.uk)

Document agreed by: NHS Health Check national competency & training working group.

For queries relating to this document, please contact

[louise.cleaver@phe.gov.uk](mailto:louise.cleaver@phe.gov.uk)

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# Introduction

The NHS Health Check is a national initiative to prevent heart disease, stroke, diabetes, kidney disease and certain types of dementia through early identification and management of certain risk factors. The tests, measurements and risk management interventions that make up the NHS Health Check can be delivered in different settings by different healthcare professionals. For example, health trainers, healthcare assistants and pharmacy assistants working in primary care *and* pharmacy, using a range of outreach models, have supported commissioners seeking to engage as many eligible people as possible.

Please see the [NHS Health Check competence framework](#).

**Tip:** You will need to download an electronic copy of the [NHS Health Check competence framework](#) to accompany this workbook so that you can refer to it throughout your training.

## Purpose of this document

This document is for you to use as a workbook as you progress towards full competence against the [NHS Health Check competence framework](#).

Your assessor will be able to guide you on when and how they want you to use the workbook. All the learning outcomes are listed in the units contained in this workbook and the assessment column gives you an indication of how you may be assessed against each one.

Use of this workbook is encouraged. You may be assessed in different ways eg by completing a full qualification, a qualification unit or by following an existing internal assessment processes. You are encouraged to work through this learner workbook and to keep a portfolio<sup>1</sup> of evidence ready for assessment. Your assessor will be able to give you more details about what your portfolio should look like according to local arrangements.

**Tip:** Check with your assessor if you will be using this workbook or a locally designed portfolio or a combination of both.

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<sup>1</sup> A portfolio will usually include a CV and personal statement, professional development and learning records, regular reflective pieces and an incident analysis and review log.

# Underpinning knowledge and skills

The NHS Health Check competence framework builds upon existing knowledge and skills that you will already have obtained via the [Care Certificate](#) and/or the local induction programme offered by your employer. Your assessor will review your existing competence knowledge, skills, qualifications and experience prior to starting this workbook.

It also builds upon the [Core Competences](#) that describe the key things you should know and be able to do. For example:

- you should treat people with compassion, dignity and respect at all times
- you should begin by obtaining valid consent prior to any intervention
- you should recognise when to seek assistance or refer a client to others
- you should be aware of the scope of your role, what your responsibilities are and the limits of your competence
- you should be familiar with the legal and local requirements associated with your role

The Core Competences are:

1. Personal development
2. Effective communication
3. Equality, diversity and inclusion
4. Duty of care
5. Safeguarding
6. Person-centred care and support
7. Handling information
8. Infection prevention and control
9. Health and safety
10. Moving and assisting

Prompts are included in this document to remind you of when you need to think about using these core skills when carrying out an NHS Health Check.

**Tip:** You may find it helpful to download electronic copies of the full [Care Certificate](#) and the [Core Competences](#) documents if you are not already familiar with them.

# Unit overview

You will be assessed against the following competence-based units that underpin the [NHS Health Check competence framework](#).

Unit 1: NHS Health Check programme

Unit 2: Information governance during NHS Health Check assessments

Unit 3: Obtain valid consent when carrying out NHS Health Check assessments

Unit 4: Carry out NHS Health Check assessments with clients at risk of developing cardiovascular disease

Unit 5: Perform first line calibration on clinical equipment ready for use during NHS Health Check assessments

Unit 6: Perform point-of-care testing during NHS Health Check assessments

Unit 7: Undertake routine clinical measurements for NHS Health Check assessments

Unit 8: Agree courses of action following NHS Health Check assessments to address health and wellbeing needs of clients

Unit 9: Communicate with NHS Health Check clients about promoting their health and wellbeing

Unit 10: Support NHS Health Check clients to access information on services and facilities

Unit 11: Report results from NHS Health Check assessments

The full units appear later in this document with information about how you will be assessed and areas for you to make notes and reflect on your learning.

## Role of the assessor

Your assessor's role is to make a judgement, based on the evidence provided by you, on whether or not you meet each of the learning outcomes. Your assessor decides whether or not you are competent, ie when you are safe to practice without direct/line of sight supervision against a particular unit.

Sometimes, your assessor will not be able to make a judgement against one of the competences, eg if it is outside their area of expertise. In those instances, an expert witness will be used who will observe your skills and knowledge and advise the assessor accordingly.

Your assessor may also ask clients and the colleagues you are working with for feedback about your skills and knowledge. This helps them to build a complete picture of how you perform in any given task so that they can make a sound judgement about whether or not you are competent.

Your assessor will make a plan with you to advise when you have to hand in any written work. They will always let you know when they are observing and/or assessing you.

**Tip:** Use your workbook to keep a track of discussions with your assessor and manager relating to each unit.

## Types of Assessment

There are two main types of assessment included within this workbook:

### Underpinning knowledge

The assessor will gather evidence that you know and understand the underpinning knowledge through:

- one-to-one discussion
- as part of a group exercise
- written, for example, in a workbook/portfolio/questions/case studies
- e-learning and testing

You can recognise the knowledge and understanding statements because they start with verbs like 'describe,' 'explain,' 'define,' 'list,' or 'identify.'

### Competence

The assessor will gather evidence that you are competent by **observing you in the workplace** as part of your normal work duties. They will record their assessment decision on the documentation used in your workplace eg in the learner workbook or your portfolio. You can recognise the assessment of performance in the workplace statements because they start with verbs like 'demonstrate,' 'take steps to,' 'use' or 'show.'

You can practice and develop your new skills in a classroom, skills lab or similar setting, but in order for you to be assessed as competent the assessor needs to watch you during real work activity.

**Tip:** Use your workbook to help you to identify areas where you need to study or practice more to help you along your journey to competence.

## Getting signed off

Competence takes time to achieve, depending on your previous experience and skills. A discussion with your assessor will give you the opportunity to find out which competences you need to complete. Your assessor may be able to give you an indication of how long it is likely to take for you to become competent.

Once you have been deemed competent you will be allowed to work unsupervised. There are points throughout this workbook for you and your assessor to sign and date as you become competent against each unit and a final section for you to sign and date when your assessor deems you competent against the whole NHS Health Check competence framework. Your assessor will let your supervisor know when you have been deemed competent against each unit.

You cannot be partially signed off against a competence. You are either 'competent' or 'not yet competent'. To be competent you need to meet all of the learning outcomes and assessment criteria contained within the unit. Your skills will improve the more you practise and study.

You will develop competence in some of the units before others and therefore there may be times during your learning when you can do some things unsupervised but not others. Full competence usually takes some time to achieve because there is a lot for you to know, understand and be able to do.

To maintain your competence you must use the skills and knowledge regularly. Filling in your workbook or portfolio is a good way of keeping track of the learning you have undertaken. You can refer back to it at any time and use it as a live record for your continuing training, learning and development. Your supervisor may use it with you during your appraisal. It is also useful to keep this record in case you change roles, teams or employers.

If you have an extended break from work or your role changes meaning that you no longer use the NHS Health Check skills you have developed regularly, you will have to update your skills and knowledge. In some instances you may be asked to be reassessed for a particular competence if required by your supervisor and/or employer.



# Final sign off

Check list	
Assessment record	
Unit	Date competence confirmed
Unit 1: NHS Health Check programme	
Unit 2: Information governance during NHS Health Check assessments	
Unit 3: Obtain valid consent when carrying out NHS Health Check assessments	
Unit 4: Carry out NHS Health Check assessments with clients at risk of developing cardiovascular disease	
Unit 5: Perform first line calibration on clinical equipment ready for use during NHS Health Check assessments	
Unit 6: Perform point-of-care testing during NHS Health Check assessments	
Unit 7: Undertake routine clinical measurements for NHS Health Check assessments	
Unit 8: Agree courses of action following NHS Health Check assessments to address health and wellbeing needs of clients	
Unit 9: Communicate with NHS Health Check clients about promoting their health and wellbeing	
Unit 10: Support NHS Health Check clients to access information on services and facilities	
Unit 11: Report results from Health Check assessments	

Framework final confirmation of competence			
against the NHS Health Check competence framework			
<b>Learner declaration:</b> I confirm that the evidence listed for the units contained within the NHS Health Check competence framework is authentic and a true representation of my own work.			
<b>Date</b>		<b>Learner Name:</b>	
		<b>Learner Signature:</b>	
<b>Assessor declaration:</b> I confirm that the learner has achieved all the requirements of the whole NHS Health Check competence framework. Assessment was conducted under the specified conditions and is valid, authentic, reliable, current and sufficient.			
<b>Date</b>		<b>Assessor Name:</b>	
		<b>Assessor Signature:</b>	
<b>Supervisor declaration:</b> I acknowledge that this learner has been assessed and deemed as competent to practice independently against the NHS Health Check competence framework.			
<b>Date</b>		<b>Supervisor Name:</b>	
		<b>Supervisor Signature:</b>	

# Units

## Unit 1: NHS Health Check Programme knowledge

NHS Health Check area: Programme knowledge

Derived from NOS: CHS227 Conduct health screening programmes

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand how to prepare to conduct NHS Health Check assessments</b>	1. I can summarise the current legislation, national and local guidelines, policies, protocols and good practice guidelines in relation to carrying out an NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competences: Equality, diversity and inclusion Duty of Care Safeguarding Infection prevention and control Health and safety Moving and assisting Handling information
	2. I can explain the purpose and scope of the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can identify the range of facilities and resources needed to carry out the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can describe the range of information and tests required within the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	
	5. I can describe the importance of quality assurance, quality control and regular monitoring of quality within the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	
	6. I can identify the range and purpose of equipment and associated systems required for the NHS Health Check and explain their application	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will understand the risk factors associated with conducting NHS Health Check assessments in my work place</b>	1. I can describe what may influence the effectiveness of investigations, procedures and interventions	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can explain why it is important to recognise the contra-indications and risk factors	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can describe how to comply with risk assessments	I will be assessed on a 1:1 with my assessor or through group work.	

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>3. I will be able to conduct NHS Health Check assessments</b>	1. I can inform the client of the purpose of the NHS Health Check and their expected commitment	I will be observed by my assessor as part of my normal work duties.	Also think about Unit 3: Obtain valid consent when carrying out Check assessments and Core Competence: Effective communication
	2. I can inform the client if any structures/systems are in place for referral and the selection criteria and processes for referral	I will be observed by my assessor as part of my normal work duties.	
	3. I can I inform the client of how the confidentiality of their data is assured	I will be observed by my assessor as part of my normal work duties.	
<b>4. I will be able to record the results of NHS Health Check assessments</b>	1. I can identify ways of presenting information, including statistical and factual information applicable to the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Handling information
	2. I can describe the relevant information that needs to be included in NHS Health Check reports	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can collate all data and information from the NHS Health Check	I will be observed by my assessor as part of my normal work duties.	
	4. I can confirm that all NHS Health Check results have been fully checked	I will be observed by my assessor as part of my normal work duties.	
	5. I can check that the reports are validated and authorised for inclusion in the report	I will be observed by my assessor as part of my normal work duties.	
	6. I can produce a report on the NHS Health Check in line with local and national guidelines	I will be observed by my assessor as part of my normal work duties.	
<b>5. I will know how to refer clients to others following NHS Health Check assessments</b>	1. I can describe the importance of follow up requirements resulting from an NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Duty of care Person-centred care and support
	2. I can explain how to initiate a referral process	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication
<b>6. I will know the limitations of the NHS Health Check</b>	1. I can explain how the NHS Health Check identifies and manages risk 2. I can explain what measurements and assessments are not included in an NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	

## Unit 2: Information governance during NHS Health Check assessments

NHS Health Check area: Information governance  
Derived from NOS: n/a – this is a knowledge only unit

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand information governance policies and procedures</b>	1. I can list the information governance and data protection policies and procedures I need to adhere to when carrying out an NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Handling information and the Information governance pack
	2. I can describe how to address questions from the client relating to protection of their data	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will be able to find and interpret information on Data Protection and information governance</b>	1. I can identify where to find additional information on data protection and information governance	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can describe how to interpret a range of information on data protection and information governance	I will be assessed on a 1:1 with my assessor or through group work.	

## Unit 3: Obtain valid consent when carrying out NHS Health Check assessments

NHS Health Check area: Invitation; Client consent; Consent to share data  
Derived from NOS: CHS167 Obtain valid consent or authorisation

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand what is meant by valid consent when carrying out NHS Health Check assessments</b>	1. I can describe why it is important to establish valid consent	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Person-centred care and support
	2. I can list the range of activities for which I will need to establish valid consent	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will be able to support clients to understand what is meant by valid consent when carrying out NHS Health Check assessments</b>	1. I can explain the purpose and procedures for the valid consent to the client and/or key people	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication
	2. I can offer the client or relevant others opportunities to ask questions or seek clarification	I will be observed by my assessor as part of my normal work duties.	
<b>3. I will be able to obtain valid consent when carrying out NHS Health Check assessments</b>	1. I can check the client's identification details according to local guidelines before starting the valid consent process	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competences: Person-centred care and support Effective communication
	2. I can explain what steps to take if consent cannot be readily established	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can complete the appropriate valid consent form	I will be observed by my assessor as part of my normal work duties.	
	4. I can check the client 's or relevant other's clear understanding and confirm valid consent	I will be observed by my assessor as part of my normal work duties.	
	5. I can give reassurance that the client or relevant other can change their mind for consent at any stage	I will be observed by my assessor as part of my normal work duties.	

## Unit 4: Carry out NHS Health Check assessments with clients at risk of developing cardiovascular disease

NHS Health Check area: Risk assessment

Derived from NOS: CVD EF3 Carry out assessment with individuals at risk of developing cardiovascular disease

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand what is meant by cardiovascular disease</b>	1. I can list the key components of the cardiovascular system and their functions	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can list the most common forms of cardiovascular disease and their causes	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can list the common risk factors including lifestyle factors which determine the risk of cardiovascular disease and the relative impact of these factors	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can describe the physical, psychological and social effects that cardiovascular disease can have on a client and their families	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will understand how to carry out NHS Health Check assessments with clients at risk of cardiovascular disease</b>	1. I can list the types of clinical investigations included in the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can describe how to interpret the results of tests and measurements for a client at significant risk of developing cardiovascular disease	I will be assessed on a 1:1 with my assessor or through group work	
	4. I can explain how to calculate a client's levels of risk of developing cardiovascular disease	I will be assessed on a 1:1 with my assessor or through group work.	
	5. I can list the appropriate tools and methodologies to measure individual's physical indicators of risk of cardiovascular disease	I will be assessed on a 1:1 with my assessor or through group work.	

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>3. I will be able to carry out NHS Health Check assessments with clients at risk of developing Cardiovascular Disease</b>	1. I can use appropriate tools and methodologies to measure a client's physical indicators of risk of cardiovascular disease	I will be observed by my assessor as part of my normal work duties.	
	2. I can use interview techniques to find out about a) factors in the client's family history and lifestyle that may affect their levels of risk b) any symptoms the client has that may indicate they have cardiovascular disease c) any other conditions the client has that may affect their levels of risk	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support
	3. I can calculate and record the client's level of risk based on my measurements and findings	I will be observed by my assessor as part of my normal work duties.	Also think about Unit 1: NHS Health Check programme, learning outcome 4.
	4. I can describe how to refer people to other practitioners when their needs are beyond own role or scope of practice.	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication Personal development

## Unit 5: Perform first line calibration on clinical equipment ready for use during NHS Health Check assessments

NHS Health Check area: Risk assessment

Derived from NOS: GEN77 Perform first line calibration on clinical equipment to ensure it is fit for use

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand the procedures involved in the calibration of equipment for use during NHS Health Check assessments</b>	1. I can list the standard operating procedures and policies and explain their importance	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Health and safety
	2. I can explain the importance of accuracy and precision when calibrating equipment	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can explain how to check for validity and reliability when calibrating equipment	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can identify the common faults in equipment and explain the corrective action that should be taken	I will be assessed on a 1:1 with my assessor or through group work.	
	5. I can explain how to recognise the factors which could affect safety or pose a risk associated with the use of equipment	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will be able to perform calibration of equipment for use in NHS Health Check assessments</b>	1. I can perform checks to confirm the operational status of equipment	I will be observed by my assessor as part of my normal work duties.	
	2. I can select reference material to calibrate equipment for operation	I will be observed by my assessor as part of my normal work duties.	
	3. I can use standards to undertake the calibration of equipment for the intended purpose	I will be observed by my assessor as part of my normal work duties.	
	4. I can follow procedures to confirm the accuracy, precision and operational effectiveness of equipment	I will be observed by my assessor as part of my normal work duties.	
	5. I can confirm the equipment is suitable and ready to use	I will be observed by my assessor as part of my normal work duties.	
<b>3. I will be able to conclude and report on tests on equipment for use in NHS Health Check assessments</b>	1. I can record the validity and reliability of the calibration procedure	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information
	2. I can explain what you should do if you identify any equipment that does not meet calibration standards and the actions to take to prevent accidental use	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Health and safety



Learning outcome	To meet this learning outcome:	Assessment	Guidance
	3. I can describe when to notify the appropriate person of the status of equipment following calibration, seeking advice as necessary	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication Personal development

## Unit 6: Perform point-of-care testing during NHS Health Check assessments

NHS Health Check area: Risk assessment

Derived from NOS: CHS217 Perform point-of-care testing

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand point-of-care testing</b>	1. I can define 'point-of-care testing'	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can describe the purpose of quality control in a point of care testing environment	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can describe the possible causes and remedial action in the event of an erroneous quality control check	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can explain what to do and who to contact if the results fall outside of the expected parameters	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication Personal development
<b>2. I will be able to prepare for point-of-care testing in NHS Health Check assessments</b>	1. I can explain the procedure to the client and confirm their understanding	I will be observed by my assessor as part of my normal work duties.	Refer to unit 3: Obtain valid consent when carrying out NHS Health Check assessments Also think about the Core Competence: Effective communication
	2. I can match the point of care request against the tests planned, raising queries if discrepancies occur	I will be observed by my assessor as part of my normal work duties.	
	3. I can select and position the equipment, resources and systems for the point-of-care procedure	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Infection prevention and control
	4. I can check the integrity and expiry date of test strips	I will be observed by my assessor as part of my normal work duties.	
	5. I can check the calibration and routine quality control in accordance with the manufacturer's guidelines	I will be observed by my assessor as part of my normal work duties.	
	6. I can check external quality assurance results against expected performance parameters	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>3. I will be able to perform point-of-care testing in NHS Health Check assessments</b>	1. I can check that the specimen/sample is of suitable quality for testing in accordance with policy and procedures	I will be observed by my assessor as part of my normal work duties.	
	2. I can conduct the point of care testing in accordance with policy and procedures	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competences: Infection prevention and control Health and safety
	3. I can record the point of care testing results in accordance with policy and procedures	I will be observed by my assessor as part of my normal work duties.	Also think about Unit 1: NHS Health Check programme, Learning outcome 4.
	4. I can check the test results against accepted performance parameters	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information
	5. I can describe the action to take when encountering limitations/sources of error when performing point of care testing	I will be assessed on a 1:1 with my assessor or through group work.	
	6. I can dispose of waste materials in accordance with policy and procedures	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Infection prevention and control
	7. I can decontaminate equipment used in accordance with policy and procedures	I will be observed by my assessor as part of my normal work duties.	

## Unit 7: Undertake routine clinical measurements for NHS Health Check assessments

NHS Health Check area: Interpreting results  
Derived from NOS: CHS19 Undertake routine clinical measurements

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand what is meant by physiological measurements</b>	1. I can explain the importance of undertaking physiological measurements	I will be assessed on a 1:1 with my assessor or through group work.	Also refer to the best practice guidance
	2. I can explain the major factors that influence changes in physiological measurements	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can describe the agreed process when unable to obtain or read a physiological measurement	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can describe the agreed process when a physiological measurement falls outside of normal levels	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will understand the physiological states that can be measured</b>	1. I can explain the principles of blood pressure to include: a) blood pressure maintenance b) differentiation between systolic and diastolic blood pressure c) normal limits of blood pressure d) conditions of high or low blood pressure	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can explain the principles of pulse rates to include: a) normal pulse rates limits b) factors affecting pulse rates – raising or lowering c) factors affecting pulse regularity d) pulse sites on the body	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can explain the principles of body mass index (BMI) in relation to weight/dietary control	I will be assessed on a 1:1 with my assessor or through group work.	

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>3. I will be able to prepare to take physiological measurements for NHS Health Check assessments</b>	1. I can explain to the client what measurements will be undertaken and why these are done	I will be observed by my assessor as part of my normal work duties.	Refer to unit 3: Obtain valid consent when carrying out NHS health Check assessments and to Core Competences: Effective communication Person-centred care and support
	2. I can describe the types of help clients may need before taking their physiological measurements including: a) adjusting a client's clothing b) moving and assisting	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Moving and assisting
	3. I can check all materials and equipment to be used are appropriately prepared	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Health and safety Infection prevention and control
<b>4. I will be able to undertake physiological measurements for NHS Health Check assessments</b>	1. I can reassure the client during the physiological measurement process	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support
	2. I can answer questions and deal with concerns during the physiological measurements process	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Person-centred care and support
	3. I can select and use appropriate equipment at the prescribed time and in the prescribed sequence to obtain an accurate measurement	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Person-centred care and support
	4. I can monitor the condition of the client throughout the measurement	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Duty of Care
	5. I can respond to any significant changes in the client's condition	I will be observed by my assessor as part of my normal work duties.	Person-centred care and support
	6. I can record the client's physiological measurements	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information and Unit 1: NHS Health Check programme, learning outcome 4.

## Unit 8: Agree courses of action following NHS Health Check assessments to address health and wellbeing needs of clients

NHS Health Check area: Communication of risk

Derived from NOS: CHS45 Agree courses of action following assessment to address health and wellbeing needs of individuals

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand the courses of action following NHS Health Check assessments to address health and wellbeing needs of clients</b>	1. I can describe the reasons why it is important to be honest and transparent concerning the outcome of the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication Duty of care Person-centred care and support
	2. I can describe the different fears and concerns that clients may have about the outcomes of the NHS Health Check	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can explain the risks which may be inherent in various courses of action and how to evaluate these realistically	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence:
	4. I can list the resources available to meet the client's needs within my own and other organisations, and how to access these	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will be able to review clients' assessment results</b>	1. I can obtain and review all of the information from the NHS Health Check	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information
	2. I can identify any gaps or ambiguities in the assessment results and seek clarification or further information from relevant members of the team	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Handling information
	3. I can discuss the assessment results with members of team to: a) agree the outcomes b) identify any risks to the client c) identify potential actions	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication
<b>3. I will be able to carry out follow up meetings with NHS Health Check clients</b>	1. I can discuss the outcomes of the NHS Health Check with the client and key people in a way that is meaningful to them	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support
	2. I can explore the possible actions to be taken and provide the client / key people with a rationale for them	I will be observed by my assessor as part of my normal work duties.	
	3. I can explain the benefits and risks associated with the actions	I will be observed by my assessor as part of my normal work duties.	

Learning outcome	Evidence used	Assessed by whom	Assessor signature and date
	4. I can agree the actions to be taken with the client based on the results of the check and other relevant factors	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support
4. I will be able to finalise arrangements to meet the needs of clients	1. I can make any necessary arrangements in relation to the actions to meet the needs of the client	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Person-centred care and support
	2. I can produce referrals to other practitioners that contain all the necessary information and are presented clearly and logically	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Handling information

## Unit 9: Communicate with NHS Health Check clients about promoting their health and wellbeing

NHS Health Check area: Briefing / signposting / referral

Derived from NOS: HT2 Communicate with individuals about promoting their health and wellbeing

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will understand concepts of health and wellbeing in relation to NHS Health Check assessments</b>	1. I can explain the terms 'health and wellbeing'	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can define the term 'lifestyle'	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can explain the links between lifestyle and health and wellbeing	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will understand factors influencing health and wellbeing</b>	1. I can identify the factors influencing individual's health and wellbeing	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can identify wider determinants of health and wellbeing	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can understand key health promotion messages and the benefits of making lifestyle changes	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can identify other people and agencies who might be able to help clients to improve their health and wellbeing	I will be assessed on a 1:1 with my assessor or through group work.	
<b>3. I will encourage clients to address issues relating to their health and wellbeing</b>	1. I can raise the client's awareness of the key issues relating to their health and wellbeing	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support Handling information
	2. I can describe a range of approaches that apply to promoting health and wellbeing	I will be observed by my assessor as part of my normal work duties.	
	3. I can use a range of methods for providing information on health and wellbeing	I will be observed by my assessor as part of my normal work duties.	
	4. I can help the client to identify factors affecting their own health and wellbeing	I will be observed by my assessor as part of my normal work duties.	
	5. I can explore the client's knowledge and beliefs about health and wellbeing	I will be observed by my assessor as part of my normal work duties.	



Learning outcome	Evidence used	Assessed by whom	Assessor signature and date
	6. I can encourage the client to take responsibility for changing their behaviour	I will be observed by my assessor as part of my normal work duties.	
	7. I can help the client to get hold of reliable and up-to-date information and advice	I will be observed by my assessor as part of my normal work duties.	
	8. I can help the client to access appropriate support	I will be observed by my assessor as part of my normal work duties.	

## Unit 10: Support NHS Health Check clients to access information on services and facilities

NHS Health Check area: Briefing intervention / signposting / referral

Derived from NOS: SCDHSC0027 Support individuals to access information on services and facilities

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will know ways to support NHS Health Check clients to access information on services and facilities</b>	1. I can identify the types of services and facilities about which clients may require information	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can identify possible barriers to accessing and understanding information	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication
	3. I can describe ways to overcome barriers to accessing information	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can describe how to access a range of formats, translations and technology that could make information more accessible for clients	I will be assessed on a 1:1 with my assessor or through group work.	
	5. I can describe types of support clients may need to enable them to identify and understand information	I will be assessed on a 1:1 with my assessor or through group work.	
<b>2. I will be able to work with clients to select and obtain information about services and facilities</b>	1. I can work with the client to identify relevant and up to date information on services and facilities that meet their assessed needs and wishes	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support
	2. I can support the client to obtain selected information in their preferred format and language	I will be observed by my assessor as part of my normal work duties.	
<b>3. I will be able to work with clients to access and use information about services and facilities</b>	1. I can support the client to access the content of information about services and facilities	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Effective communication Person-centred care and support Handling information
	2. I can demonstrate ways to check the client's understanding of the information	I will be observed by my assessor as part of my normal work duties.	
	3. I can work with the client to access a service or facility using the information, in ways that promote active participation	I will be observed by my assessor as part of my normal work duties.	
	4. I can describe ways to support clients to deal with any issues or concerns that may arise from the content of information	I will be assessed on a 1:1 with my assessor or through group work.	

## Unit 11: Report results from NHS Health Check assessments

NHS Health Check area: Communication with GP

Derived from NOS: CHS221 Report results from healthcare investigations

Learning outcome	To meet this learning outcome:	Assessment	Guidance
<b>1. I will be able to collate data following NHS Health Check assessments</b>	1. I can explain the importance of recognising when the check is complete	I will be assessed on a 1:1 with my assessor or through group work.	
	2. I can collate results from a complete check using the approved protocols and procedures	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information
<b>2. I will be able to process data following NHS Health Check assessments</b>	1. I can explain how to process data to extract relevant and accurate results from the check to create a report in line with appropriate guidelines, protocols and procedures	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Handling information
	2. I can describe the authorisation protocols and procedures required for issuing reports and how to gain this within my work practice	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can list the protocols and procedures for providing verbal reports to authorised recipients within my work practice	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can identify how to recognise situations where there is a need for urgent reporting of results to colleagues or key stakeholders	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Effective communication Personal development
	5. I can check that the identity of the client and the results for the appropriate check match	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information
	6. I can check the accuracy of results using defined validation criteria, identify any anomalous results and take the appropriate action	I will be observed by my assessor as part of my normal work duties.	
	7. I can identify the range of normal values and the significance of normal and abnormal results during the check	I will be assessed on a 1:1 with my assessor or through group work.	
	8. I can check the correlation of results with the client's information	I will be observed by my assessor as part of my normal work duties.	
	9. I can where applicable, transfer results into a database or other record in preparation for hard copy or electronic reporting	I will be observed by my assessor as part of my normal work duties.	

Learning outcome	Evidence used	Assessed by whom	Assessor signature and date
<b>3. I will be able to report against data collected during NHS Health Check assessments</b>	1. I can describe how and when to add additional statements to clarify results, in line with my work practice protocols and procedures, ensuring this does not change the meaning of the result.	I will be assessed on a 1:1 with my assessor or through group work.	Also think about the Core Competence: Handling information
	2. I can explain how to recognise anomalous results and the appropriate actions required	I will be assessed on a 1:1 with my assessor or through group work.	
	3. I can explain how and when to generate additional results	I will be assessed on a 1:1 with my assessor or through group work.	
	4. I can consult, as appropriate, with colleagues to support, confirm or resolve any concerns in the reporting of results	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information Effective communication
	5. I can generate the report in the agreed format, using relevant data as appropriate to my practice	I will be observed by my assessor as part of my normal work duties.	Also think about the Core Competence: Handling information
	6. I can confirm authorisation from relevant clients for the release of the report	I will be observed by my assessor as part of my normal work duties.	
	7. I can issue authorised reports in in line with appropriate guidelines, protocols and procedures	I will be observed by my assessor as part of my normal work duties.	

# Appendix 1: Resources

The following resources can be downloaded and printed or photocopied. You can use these in your portfolio as a way of keeping a record of what you have been working on in each unit and for gathering evidence of your achievements.

1. Notes
2. Additional learning resources
3. Assessor and Supervisor discussions
4. Reflection
5. Assessment decisions record
6. Unit confirmation of competence record

You can also access free training tools and online courses by visiting the [NHS Health Check professional website](#)

## Learner workbook notes

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit: \_\_\_\_\_

### Workbook notes

This page should be used to record any notes during the training session and your key learning points. These notes may be used by your assessor to help gather evidence towards a unit.

## Additional learning resources

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit: \_\_\_\_\_

### Additional learning resources

This section should be used to note down any additional learning resources or websites for this topic.

## Assessor and supervisor discussions

### Assessor and supervisor discussions

Use this section to reflect your discussions with your assessor and supervisor including details of any assignments and dates they should be handed in.

## Learner workbook reflections

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit: \_\_\_\_\_

### Reflection

Reflect on what you have learnt and how you will put it into practice.

**Tip:** When writing your reflection you may like to think about: What was the situation? What happened? What were your reactions/feelings? What went well/badly? What was it like for the client, for your colleagues, for you? What have you learnt? How could you use that learning next time you are in the same situation?



## Learner assessment decisions record

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit: \_\_\_\_\_

**Assessment decisions record**

Learning outcome	Evidence used	Assessed by whom	Assessor signature & date

## Unit confirmation of competence record

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit: \_\_\_\_\_

### Unit confirmation of competence record

**Learner declaration:**

I confirm that the evidence listed for this unit is authentic and a true representation of my own work.

Date		Learner Name:	
		Learner Signature:	

**Assessor declaration:**

I confirm that the learner has achieved all the requirements of the unit with the evidence submitted. Assessment was conducted under the specified conditions and is valid, authentic, reliable, current and sufficient.

Date		Assessor Name:	
		Assessor Signature:	