



Level
4

APPROVAL CRITERIA

Independent Advocacy

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This is a **Regulatory Document** under **Condition B7** of the *Standard Conditions of Recognition (October 2018)*¹: *Compliance with Regulatory Documents*.

¹ <https://www.qualificationswales.org/english/publications/standard-conditions-of-recognition/>

Introduction

This document sets out the approval criteria for the Level 4 Independent Advocacy qualification. These have been developed through stakeholder engagement, which included focus groups and online surveys. These approval criteria include the requirements that an awarding body must meet when developing the specification and assessment materials for the Level 4 Independent Advocacy qualification.

This qualification aims to develop the knowledge, understanding, behaviours and skills that underpin Independent Advocacy roles.

This qualification has been developed in close collaboration with key sector stakeholders, including Social Care Wales and Health Education and Improvement Wales (HEIW).

This qualification is designed to be delivered by a range of learning providers, including work-based learning, further education and higher education, for learners who are 18 or over.

Where appropriate, this qualification should allow learners to develop transferable skills, including communication, literacy, digital competence and numeracy.

The approval criteria in this document will come into effect from January 2020 and will be reviewed in 2022.

In March 2017, Qualifications Wales published a determination to restrict a new suite of qualifications in Health and Social Care, and Childcare² for teaching on publicly funded programmes of learning in Wales. This suite includes the Level 4 Independent Advocacy qualification.

All of the qualifications in the suite will be restricted to just one form per qualification for a period of five years. For this qualification, the period commences on 1 September 2020. This means that only one awarding body may award each qualification. Following a fair and transparent procurement process that took place between January 2017 and August 2017, Qualifications Wales has contracted with a consortium of City & Guilds of London Institute and WJEC to jointly develop and deliver all of the qualifications in the suite.

Qualifications Wales will only approve a qualification that meets all of the requirements set out in this document together with those set out in the *Standard*

² <http://qualificationswales.org/media/2535/230517-determination-to-restrict-hsc-final-e.pdf>

*Conditions of Recognition*³. In developing qualifications to meet these requirements awarding bodies must have regard to *Fair Access by Design*⁴. The commissioned awarding body must also meet all of the requirements set out in the *concession contract awarded* during the qualification development, approval, implementation and delivery stages.

Where the requirements of the Subject Approval Criteria set out in this document differ from those prescribed in the *Standard Conditions of Recognition*, the requirements in this document will take precedence.

Qualification structure and design

1. The Level 4 Independent Advocacy specification must offer learners the certification of a qualification with a Total Qualification Time (TQT) of 520 hours (52 credits) and will need to be defined in terms of Guided Learning Hours (GLH).
2. The Level 4 Independent Advocacy qualification comprises both mandatory content (Group A) and optional content (Group B) (see Appendix A).
3. The optional content (Group B) must be grouped into four endorsed pathways:
 - 3.1 Independent Advocacy with Adults
 - 3.2 Independent Advocacy with Children and Young People
 - 3.3 Independent Mental Health Advocacy
 - 3.4 Independent Mental Capacity Advocacy
4. The qualification title appearing on certificates must be:

Level 4 Independent Advocacy

5. The design of Level 4 Independent Advocacy must ensure that the subject aims and objectives are reflected in the assessments to enable learners to demonstrate their knowledge, skills and understanding.
6. The Level 4 Independent Advocacy specification must specify any rules of combination that apply to the optional units.

³ <http://qualifications.wales/english/our-work/regulating-awarding-bodies/monitoring-awarding-bodies/>

⁴ <https://qualificationswales.org/media/4739/fair-access-by-design.pdf>

Subject aims and objectives

7. Level 4 Independent Advocacy must enable learners to develop and demonstrate their knowledge, understanding, behaviours, skills and practice within the context of their chosen specialism. In particular, learners should be able to demonstrate that they:
 - 7.1 develop and apply knowledge, understanding and skills within the chosen pathway;
 - 7.2 develop and apply knowledge and understanding of legislation, conventions and human rights instruments applicable to the chosen pathway;
 - 7.3 develop and apply knowledge and understanding to ensure that the views, wishes and preferences of children and young people/individuals and/or carers are represented;
 - 7.4 develop as effective and independent learners, and as critical and reflective thinkers with enquiring minds in the context of the chosen pathway;
 - 7.5 use an enquiring, critical approach to ensure that practice is underpinned by the principles of advocacy;
 - 7.6 develop self-awareness in order to improve practice in the chosen pathway;
 - 7.7 develop and apply knowledge and understanding of rights across a range of settings/contexts;
 - 7.8 use literacy, numeracy and digital competency skills as appropriate within their role.

Subject content

8. The content of the Level 4 Independent Advocacy specification must reflect the subject aims and objectives.
9. The Level 4 Independent Advocacy specification must include the mandatory content (Group A) specified in Appendix A.

10. The Level 4 Independent Advocacy specification must include the following pathways:
 - 10.1 Independent Advocacy with Adults
 - 10.2 Independent Advocacy with Children and Young People
 - 10.3 Independent Mental Health Advocacy
 - 10.4 Independent Mental Capacity Advocacy
11. The content for each pathway is specified in Appendix A (Group B).

Scheme of assessment

12. Level 4 Independent Advocacy will be assessed through:
 - 12.1 a portfolio of evidence;
 - 12.2 observation of practice;
 - 12.3 a reflective log
 - 12.4 an account linked to legislation; and
 - 12.5 a professional discussion.
13. Each assessment (detailed in paragraph 12) must cover a significant proportion of the content. For each pathway, all of the mandatory content described in Group A, and the content for the chosen pathway described in Group B, must be covered across the assessments. On submitting the qualification for approval, the awarding body will be required to provide a rationale that explains its approach to determining which content is covered by which assessment component.
14. The specification must specify the type and amount of evidence to be collected for assessment purposes.
15. The qualification must be of comparable demand for all learners, irrespective of the units undertaken.
16. The scheme of assessment must ensure that:
 - 16.1 the criteria and requirements for practice undertaken, and the assessment of this practice are clearly detailed;
 - 16.2 any permitted conditions for assessment through simulation are clearly detailed, including what would constitute a realistic work environment.

17. All learning outcomes for the optional content undertaken must be evidenced through the assessments.
18. Marking criteria must indicate how each aspect of assessment relates to the learning outcomes.
19. Assessment opportunities for the Level 4 Independent Advocacy must be available throughout the year.
20. The Level 4 Independent Advocacy specification must include details of opportunities to resubmit.

Outcomes

21. Learners who successfully complete all required assessments (meeting any rules of combination) will be certificated.
22. The qualification title appearing on certificates must include the name of the endorsed pathway in parentheses. (See approval criteria 3.)

Submitting qualifications for approval

23. When submitting a qualification to Qualifications Wales for approval, the awarding body must provide:
 - 23.1 a specification document;
 - 23.2 a representative range of sample assessment materials, which exemplify a range of comparable pathways;
 - 23.3 an explanatory document (rationale document) outlining the rationale for the key design features of the proposed qualification and their alignment to findings of The Sector Review of Qualifications and the Qualification System in Health and Social Care, including childcare and play work;⁵

⁵ <http://qualifications.wales/english/qualifications/vocational-qualifications/sector-reviews/health-social-care-and-childcare/>

Rationale requirements

24. The purpose of the rationale document is to support the qualification review and approval process and is not intended for publication.
25. The rationale document must include an explanation for:
 - 25.1 the qualification structure, explaining the reasons for the way in which the content has been structured;
 - 25.2 the approach to how tasks are developed;
 - 25.3 the assessment structure, including where appropriate, the number, mark allocation and duration of assessments;
 - 25.4 the availability of assessment opportunities and the approach to ensuring those opportunities are available throughout the year;
 - 25.5 the interpretation of the learning outcomes and how they apply to the different components of assessment;
 - 25.6 the design of sample assessment materials and guidance, including the type and range of assessment tasks across the qualification and their relationship to the learning outcomes;
 - 25.7 the design and application of marking criteria;
 - 25.8 how the qualification reflects a Welsh context;
 - 25.9 the process used to award these qualifications consistently and to the appropriate level including the process for setting and maintaining standards;
 - 25.10 the process used to award the qualification, including a rationale for the proposed pass/fail boundary at assessment and qualification level.

Operational requirements

26. The specification and/or supporting information must specify the knowledge and competence requirements (both subject and assessment/quality assurance) for assessors, internal quality assurers and external quality assurers appropriate for a qualification at this level.

27. The qualification specification must include explicit details of operational requirements, including:

27.1 entries;

27.2 quality assurance;

27.3 external assessment processes.

**Further
information**

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Appendix A - Level 4 Independent Advocacy

The Level 4 Independent Advocacy specification must include the following content and learning outcomes. This makes 100% of the total content and learning outcomes of the qualification.

Group A: Mandatory content

The following content will form the mandatory practice content of the Level 4 Independent Advocacy qualification.

Topic Areas	Learning Outcomes
<p>1. Providing independent advocacy – principles and practice</p>	<p>1.1. Understand independent advocacy</p> <p>1.2. Apply principles of independent advocacy in practice</p> <p>1.3. Support individuals to access independent advocacy services</p> <p>1.4. Support individuals and/or carers to express their views, wishes and feelings through advocacy</p> <p>1.5. Support individuals and/or carers to make decisions</p> <p>1.6. Continually develop own practice as an independent advocate</p> <p>1.7. Challenge decisions through independent advocacy</p> <p>1.8. Use advocacy to influence social change, equality and inclusion</p> <p>1.9. Understand approaches to safeguarding</p>
<p>2. Understanding legislation in the context of independent advocacy</p>	<p>2.1. Understand the importance of developing knowledge of legislation in the context of advocacy</p> <p>2.2. Understand the Human Rights Act</p> <p>2.3. Understand the Equality Act</p> <p>2.4. Understand the Mental Capacity Act</p> <p>2.5. Understand the Mental Health Act</p> <p>2.6. Understand legislation that relates to children and young people</p> <p>2.7. Understand the Social Services and Well-being (Wales) Act 2014</p>

Topic Areas	Learning Outcomes
	2.8. Understand the Regulation and Inspection of Social Care (Wales) Act 2016 2.9. Understand legislation related to Welsh language

Group B: Pathway content

The following content will form the content for the pathways for the Level 4 Independent Advocacy qualification.

Topic Areas	Learning Outcomes
3. Independent advocacy with adults	3.1. Use legislation related to independent advocacy to inform practice 3.2. Support individuals and/or carers who are referred for independent advocacy 3.3. Support individuals and/or carers to present their views, wishes and preferences at decision making meetings 3.4. Present individuals and/or carers views, wishes and preferences at meetings where they are not able to do so themselves 3.5. Support individuals and/or carers to use informal and/or formal processes to challenge decisions

Topic Areas	Learning Outcomes
<p>4. Independent advocacy with children and young people</p>	<p>4.1. Use legislation related to independent advocacy to inform practice</p> <p>4.2. Provide information about independent advocacy support for children and young people</p> <p>4.3. Provide advocacy support and representation to children and young people who are referred for independent advocacy</p> <p>4.4. Support children and young people to present their views, wishes and preferences at decision-making meetings</p> <p>4.5. Present children and young people's views, wishes and feelings at decision-making meetings where they are not able or do not wish to do so themselves</p> <p>4.6. Support children and young people to use informal and/or formal processes to challenge decisions</p>
<p>5. Independent mental health advocacy</p>	<p>5.1. Use Codes of Practice and legislation related to mental health to inform practice</p> <p>5.2. Provide support to individuals using non-instructed advocacy</p> <p>5.3. Support individuals who are referred for Independent Mental Health Advocacy</p> <p>5.4. Support individuals who are referred for issues related to restrictions or deprivation of liberty</p> <p>5.5. Ensure safety when providing independent mental advocacy support</p>

Topic Areas	Learning Outcomes
<p>6. Independent mental capacity advocacy</p>	<p>6.1. Use Codes of Practice and legislation related to mental capacity to inform practice</p> <p>6.2. Provide support to individuals using non-instructed advocacy</p> <p>6.3. Understand the processes for decision-making</p> <p>6.4. Support individuals who are referred for decisions related to long term change of accommodation</p> <p>6.5. Support individuals who are referred for decisions related to serious medical treatment</p> <p>6.6. Support individuals who are referred for decisions related to reviews of their care and support</p> <p>6.7. Support individuals who are referred for decisions related to safeguarding concerns</p> <p>6.8. Support individuals who are referred for issues related to restrictions or deprivation of liberty</p>