

Plts award in employment and personal learning skills in health

[Education](#), [Learning](#)



**ASSIGN
BUSTER**

Unit 1- Preparing for an Apprenticeship 1. What are the components of your Apprenticeship? 1. 1 What are the components of your Apprenticeship framework and what is the relevance of each? | Functional Skills Level 1 (English & Maths) : Functional skills provide you with the basic skills that are required in day to day activities to support you in life, learning and work.

Employment and Personal Learning and Thinking Skills Level 2 (PLTS) : Personal learning and thinking encourages the development of being able to generate ideas, tackle problems and find solutions, work independently or within teams and understand legal and organisational requirements. Certificate in Healthcare Support Services Level 2 : The purpose of this qualification is to guide and assess the development of knowledge and skills relating to thehealthworkforce.

This qualification confirms competence in a range of healthcare support service skills. | 1. 2 Describe how each component will be assessed| Functional Skills Level 1 (English & Maths) : This component will be assessed by the completion and achievement of external assessment (online or paper based test) achieved within an agreed timescale of the first 6 months. Employment and Personal Learning and Thinking Skills Level 2 (PLTS) : This component will be assessed by the completion of the PLTS workbook.

Certificate in Healthcare Support Services Level 2 : The component will be assessed through work based learning. Demonstrating knowledge and performance within set criteria using a variety of methods, such as: Observations, Work Products, Case Studies, Professional/Guided Discussion. | 1. 3 Describe the purpose of the apprenticeship agreement| The

apprenticeship agreement states that all persons involved in the apprenticeship are supportive to the learner achieving what has been agreed, and are fully committed to do so.

This relies highly on the learner being dedicated and motivated to achieve their milestones, the employer being able to provide the learner with opportunities to learn with guidance from their mentor, with their mentor being able to recognise the learner's individual learning styles and strengths in order to efficiently support and capture evidence to gain achievement of the framework within the agreed timescale. | Be able to set goals for the coming year. 2. 1 Describe the importance of meeting deadlines| Deadlines are there for a reason.

Without a deadline to meet you could simply postpone whatever it is you have been working on for as long as possible resulting in work never getting done, which is hardly a productive way of working. It is therefore important to meet any deadlines that have been set. Failure to meet the deadlines puts you into a stressful position and may damage self motivation and efficiency with meeting set targets. The deadlines are there to help me as a learner achieve areas of my framework within a realistic timescale.

Not meeting deadlines may result in falling behind other colleagues on work and could potentially assist in failure of tests/assessments that are carried out. | 2. 2 Describe the importance of being organised| Being organised will ensure successful completion of qualifications. It helps me to know what is expected and helps to be prepared to meet those expectations. Once organised, I will not only be prepared to respond effectively, I'll also find that

organisation allows me to be more creative and productive. Organisation consists of prioritising my objectives making them easier to handle.

For example delegate tasks that are not my strengths or are not in my area of expertise. Being unorganised will result in: High stress levels Missed deadlines Missed targets Under Achieving Letting yourself and others down Prevent others from supporting effectively | 2. 3 Create targets for own skills development and completion of the Apprenticeship. | Complete units and targets in time for deadlines Keep work and research to a high standard Research job opportunities or further educational routes Be punctual Follow policies and procedures Work to the scope of practice Maintain a professional appearance Uphold the Trust's image |

Understand the progression routes. 3. 1 What sources of information are available regarding progression routes? | Information that is available regarding progression routes and roles can be sourced from the Internet and YAS Intranet. | 3. 2 What are the possible progression routes within YAS? | There are many progression routes that can be taken after completing the apprenticeship. Three of the main roles are: Band 2/3 PTS Driver Assistant Practitioner Paramedic |