



openawards

# Open Awards Level 2 Certificate and Diploma in Skills for Health and Care Professions (RQF)

Certificate 603/2320/6  
Diploma 601/7563/1



QUALIFICATION GUIDE

## Contents

1.	<a href="#">About the Qualification</a>	Page 3
2.	<a href="#">Qualification Units</a>	Page 6
3.	<a href="#">Delivering this Qualification</a>	Page 11
4.	<a href="#">Appendices and Links</a>	Page 13

## About the Qualification

<b>Title</b>	Open Awards Level 2 Certificate and Diploma in Skills for Health and Care Professions (RQF)
<b>QAN</b>	Certificate - 603/2320/6 Diploma - 601/7563/1
<b>Sector</b>	1.3 Health and Social
<b>Level</b>	2
<b>Funding</b>	<a href="#">Please click here for more information</a>
<b>Pricing Information</b>	<a href="#">Please click here for more information</a>
<b>Review Date</b>	31/07/2026

<b>Ofqual Purpose</b>	B. Prepare for further learning or training and/or develop knowledge and/or skills in a subject area
<b>Ofqual Sub-Purpose</b>	B1. Prepare for further learning or training

<b>Total Qualification Time/Guided Learning</b>	
<b>Certificate</b>	
Total Qualification Time (hours)	160
Guided Learning (hours)	125
<b>Diploma</b>	
Total Qualification Time (hours)	370
Guided Learning (hours)	288

<b>Age Range and Restrictions:</b>	
Pre -16	✓
16 – 18	✓
19+	✓
Any other restrictions specific to the qualification(s)	None

### **Any specified entry requirements**

There are no age restrictions for working towards this qualification and no specific prior achievements required. However, evidence of achievement at level 1 may be an advantage. There are no restrictions on learner entry and it may be studied alongside other vocational qualifications.

### **Recommended Assessment Method Summary**

Learners will be required to complete a portfolio of evidence set and marked by the education provider and externally quality assured by Open Awards.

Candidates must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work.

Types of evidence could include:

- a) Observation of performance
- b) Questioning (written or oral)
- c) Practical Activities
- d) Photographs or videos
- e) Personal statements
- f) Project work
- g) Witness testimonies
- h) Group discussion
- i) Recognition of Prior Learning

Assessment practices must reflect the Equality and Diversity Policy of Open Awards.

## Qualification Structure

<b>Rules of Combination</b>	
<b>Certificate</b>	
Credit Value of the Qualification:	16
Minimum Credits to be achieved at the Level of the Qualification:	16
Mandatory Unit Group A:	6 credits to be achieved
Optional Unit Group B:	Minimum of 3 credits to be achieved
For the Non-Endorsed Qualification Pathway Groups: PA1, PA2, PA3	A minimum of 7 credits to be achieved from any combination of units from Pathway Groups: 1, 2, 3  A minimum of 2 Pathway Groups must be chosen
For the Endorsed Pathway Qualification Pathway Groups: PA1, PA2, PA3	A minimum of 7 credits to be achieved from one of the Pathway Groups: 1, 2, 3
<b>Diploma</b>	
Credit Value of the Qualification:	37
Minimum Credits to be achieved at the Level of the Qualification	37
Mandatory Unit Group A:	6 credits to be achieved
Optional Unit Group B:	Minimum of 7 credits to be achieved
For the Non-Endorsed Qualification Pathway Groups: PA1, PA2, PA3	A minimum of 24 credits to be achieved from any combination of units from Pathway Groups: 1, 2, 3 A minimum of 2 Pathway Groups must be chosen
For the Endorsed Pathway Qualification Pathway Groups: PA1, PA2, PA3	A minimum of 24 credits to be achieved from one of the Pathway Groups: 1, 2, 3

## Qualification Units

### (A) Mandatory Unit Group A

QAC Code	Unit Name	Credits	Level
F/615/9100	<a href="#">Health Care Practice</a>	6	Level Two

### (B) Generic Optional Unit Group B

QAC Code	Unit Name	Credits	Level
L/615/9147	<a href="#">Alcohol Awareness</a>	3	Level Two
K/507/6704	<a href="#">Applying Counselling Skills</a>	6	Level Two
H/615/9154	<a href="#">Assertiveness and Decision Making</a>	3	Level Two
K/615/9107	<a href="#">Career Planning</a>	3	Level Two
M/507/6705	<a href="#">Cleaning, Decontamination and Waste Management</a>	2	Level Two
L/504/5168	<a href="#">Communication in Teamwork</a>	1	Level Two
T/615/9112	<a href="#">Communication in the Workplace</a>	2	Level Two
J/615/9146	<a href="#">Conflict Resolution</a>	3	Level Two
A/507/6707	<a href="#">Counselling: Skills for the Workplace</a>	6	Level Two
M/615/9142	<a href="#">Critical Thinking</a>	2	Level Two
M/615/9108	<a href="#">Customer Service</a>	3	Level Two
D/615/9136	<a href="#">Dealing with Bullying</a>	2	Level Two
A/615/9113	<a href="#">Decision Making Skills</a>	1	Level Two
K/615/9155	<a href="#">Developing Meeting Skills</a>	2	Level Two
F/507/6708	<a href="#">Developing Personal Safety and Security Skills</a>	2	Level Two
T/615/9160	<a href="#">Disability, Society and the Law</a>	3	Level Two
A/615/9158	<a href="#">Diversity in Society</a>	3	Level Two
A/615/9144	<a href="#">Drug Awareness</a>	3	Level Two
R/615/9120	<a href="#">Health, Safety and First Aid at Work</a>	3	Level Two
J/507/6709	<a href="#">Introduction to Counselling</a>	3	Level Two
R/615/9134	<a href="#">Investigating a Career</a>	3	Level Two
T/615/9126	<a href="#">Issues of Substance Misuse</a>	1	Level Two
R/615/9117	<a href="#">Leadership and Teamwork</a>	3	Level Two
M/615/9139	<a href="#">Lesbian, Gay, Bisexual and Transgender Awareness</a>	3	Level Two
R/615/9151	<a href="#">Mediation</a>	3	Level Two
Y/615/9149	<a href="#">Mentoring</a>	1	Level Two
L/615/9150	<a href="#">Mentoring Practice</a>	2	Level Two
R/506/3574	<a href="#">Mentoring Skills</a>	3	Level Two
M/615/9156	<a href="#">Negotiation Skills</a>	3	Level Two
T/615/9143	<a href="#">Personal Study Skills</a>	4	Level Two
F/615/9145	<a href="#">Practical Presentation Skills</a>	3	Level Two
L/615/9102	<a href="#">Prejudice and Discrimination</a>	3	Level Two
A/507/6710	<a href="#">Principles of Dignity in Adult Health and Social Care Practice</a>	5	Level Two

H/615/9140	<a href="#">Protection and Safeguarding</a>	3	Level Two
J/615/9115	<a href="#">Referencing Skills</a>	1	Level Two
T/615/9157	<a href="#">Report Writing</a>	1	Level Two
J/615/9132	<a href="#">Research Skills</a>	3	Level Two
Y/615/9152	<a href="#">Research Skills and Practice</a>	1	Level Two
R/507/5224	<a href="#">Resilience Skills</a>	2	Level Two
D/615/9153	<a href="#">Sex and Relationships Education</a>	3	Level Two
M/506/3582	<a href="#">Signposting and Referral - Information, Advice and Guidance</a>	3	Level Two
F/615/9114	<a href="#">Solving Problems in the Workplace</a>	3	Level Two
L/615/9116	<a href="#">Stress and Stress Management Techniques</a>	3	Level Two
K/615/9124	<a href="#">Summarising Documents</a>	1	Level Two
H/615/9137	<a href="#">Teamwork Skills</a>	3	Level Two
A/615/9161	<a href="#">Understand Employment Responsibilities and Rights in Health, Social Care or Children and Young People's Settings</a>	3	Level Two
H/506/3451	<a href="#">Understand Routine Spoken English in Familiar Everyday Work Situations</a>	5	Level Two
D/506/3545	<a href="#">Understand the Safe, Sensible and Social Use of Alcohol</a>	3	Level Two
K/615/9141	<a href="#">Understanding Change in the Workplace</a>	1	Level Two
J/615/9129	<a href="#">Understanding Discrimination</a>	3	Level Two
R/507/6714	<a href="#">Understanding Emotional Resilience</a>	1	Level Two
H/506/5653	<a href="#">Understanding Equal Opportunities</a>	3	Level Two
L/507/6744	<a href="#">Understanding Equality and Diversity</a>	1	Level Two
K/615/9110	<a href="#">Understanding Family Relationships</a>	3	Level Two
R/615/9148	<a href="#">Understanding Structures in the Workplace</a>	3	Level Two
D/615/9105	<a href="#">Undertaking Professional Development</a>	3	Level Two
D/615/9119	<a href="#">Using ICT in the Workplace</a>	3	Level Two
Y/507/6715	<a href="#">Working with Dignity in Health and Social Care</a>	3	Level Two
R/506/3560	<a href="#">Writing Persuasive Text</a>	1	Level Two
J/506/3555	<a href="#">Writing to Convey Information</a>	2	Level Two

(PA1) Health Unit Group

QAC Code	Unit Name	Credits	Level
R/615/9179	<a href="#">Ageing and the Older Person</a>	3	Level Two
H/507/6703	<a href="#">Anatomy and Physiology for Health and Social Care</a>	10	Level Two
D/507/6716	<a href="#">Applied Health Improvement</a>	4	Level Two
H/507/6717	<a href="#">Approaches to Mental Health</a>	3	Level Two
K/507/6718	<a href="#">Arthritis Awareness</a>	3	Level Two
H/507/6720	<a href="#">Attention Deficit Hyperactivity Disorder - ADHD</a>	3	Level Two

K/507/6721	<a href="#">Autistic Spectrum Disorder</a>	3	Level Two
M/615/9187	<a href="#">Barriers to Health</a>	1	Level Two
M/507/6722	<a href="#">Basic Awareness of Diabetes</a>	2	Level Two
F/507/6739	<a href="#">Communication and Dementia</a>	1	Level Two
A/507/6724	<a href="#">Diet Advice in Lifestyle and Weight Management</a>	2	Level Two
K/615/9169	<a href="#">Eating Disorders</a>	1	Level Two
F/507/6725	<a href="#">Health Psychology</a>	3	Level Two
A/615/9189	<a href="#">Healthy Living</a>	3	Level Two
J/507/6726	<a href="#">Human Health and Disease</a>	3	Level Two
T/507/6740	<a href="#">Identifying Dementia</a>	1	Level Two
L/507/6727	<a href="#">Infection Prevention and Control in Health and Social Care or Children and Young People's Settings</a>	3	Level Two
Y/507/6729	<a href="#">Introduction to Autism</a>	4	Level Two
R/507/6776	<a href="#">Introduction to Learning Disability</a>	1	Level Two
L/507/6730	<a href="#">Nutrition and Weight Management</a>	6	Level Two
R/507/6731	<a href="#">Physiology and Exercise</a>	6	Level Two
F/507/6711	<a href="#">Psychology</a>	3	Level Two
Y/507/6732	<a href="#">Social Psychology</a>	3	Level Two
D/507/6733	<a href="#">The Principles of Infection Prevention and Control</a>	3	Level Two
H/507/6734	<a href="#">The Sociology of Health</a>	3	Level Two
F/507/6742	<a href="#">Understand how to Provide Support to Manage Pain and Discomfort</a>	2	Level Two
J/508/4647	<a href="#">Understand Physical Disability</a>	2	Level Two
M/507/6736	<a href="#">Understand the Impact of Acquired Brain Injury on Individuals</a>	3	Level Two
A/507/6738	<a href="#">Understanding Dementia</a>	1	Level Two
J/615/9177	<a href="#">Understanding Depression</a>	2	Level Two
R/507/6745	<a href="#">Understanding Mental Health and Wellbeing</a>	2	Level Two
Y/507/6746	<a href="#">Understanding Mental Health Problems</a>	3	Level Two
T/507/6737	<a href="#">Understanding the Dangers of Using Legal Highs</a>	2	Level Two
J/615/9180	<a href="#">Understanding the Effects of a Medical Condition on a Patient</a>	3	Level Two

(PA2) Childcare and Wellbeing Unit Group

QAC Code	Unit Name	Credits	Level
D/615/9198	<a href="#">Caring for Babies under Twelve Months</a>	3	Level Two
H/507/6748	<a href="#">Changing Roles and Responsibilities in Adolescence</a>	3	Level Two
Y/615/9202	<a href="#">Child Protection</a>	3	Level Two
L/615/9195	<a href="#">Children's Social and Emotional Development</a>	3	Level Two



H/615/9199	<a href="#">Cognitive Development of Children</a>	3	Level Two
K/507/6749	<a href="#">Contribute to Children and Young People's Health and Safety</a>	3	Level Two
J/506/3460	<a href="#">Contribute to the Support of Positive Environments for Children and Young People</a>	3	Level Two
H/507/6751	<a href="#">Dealing with Challenging Behaviour within Peer Activities</a>	1	Level Two
K/507/6752	<a href="#">Demystifying Child Sexual Exploitation</a>	1	Level Two
J/615/9194	<a href="#">Food and Nutrition for Children</a>	3	Level Two
M/507/6753	<a href="#">Impact of Childhood Sexual Abuse</a>	1	Level Two
A/615/9192	<a href="#">Meeting the Physical Needs of Children</a>	3	Level Two
R/507/6759	<a href="#">Support Children and Young People with Disabilities and Special Educational Needs</a>	4	Level Two
J/507/6757	<a href="#">Support the Protection of Children and Vulnerable People from Gambling Related Harm</a>	4	Level Two
F/615/9193	<a href="#">The Importance of Play</a>	3	Level Two
L/615/9200	<a href="#">The Intellectual and Language Development of Children</a>	3	Level Two
R/615/9201	<a href="#">The Physical Development of Children</a>	3	Level Two
H/615/9204	<a href="#">The Principles of Listening to Children</a>	3	Level Two
J/507/6760	<a href="#">The Role of the Domestic and Sexual Abuse/Violence Practitioner</a>	6	Level Two
R/507/6762	<a href="#">Understand Partnership Working in Services for Children and Young People</a>	2	Level Two
L/506/3458	<a href="#">Understanding Children's Social and Emotional Development</a>	3	Level Two
L/507/6761	<a href="#">Understanding Cyberbullying</a>	1	Level Two
M/615/9206	<a href="#">Understanding How Children Learn</a>	3	Level Two
A/615/9208	<a href="#">Understanding the Risks of Cyberbullying</a>	3	Level Two

(PA3) Social Care Unit Group

<b>QAC Code</b>	<b>Unit Name</b>	<b>Credits</b>	<b>Level</b>
D/507/6764	<a href="#">Care Planning in End of Life Care</a>	2	Level Two
L/615/9214	<a href="#">Care Planning Skills for the Care Worker</a>	6	Level Two
T/507/6723	<a href="#">Communication and Social Interaction in Individuals with Autism</a>	3	Level Two
L/507/6775	<a href="#">Developing Communication Skills in a Learning Disability Setting</a>	3	Level Two
R/506/3543	<a href="#">Developing Skills to Provide Personal Care in Care Settings</a>	3	Level Two
R/615/9215	<a href="#">Domestic Abuse Awareness</a>	2	Level Two
D/615/9217	<a href="#">Health Promotion in Care Settings</a>	3	Level Two

D/507/6747	<a href="#">Induction in Safer Moving and Handling of People in a Care Setting</a>	1	Level Two
J/615/9213	<a href="#">Introduction to Duty of Care in Health, Social Care or Children's and Young People's Settings</a>	1	Level Two
H/507/4448	<a href="#">Introduction to Training for Travel Trainer</a>	3	Level Two
M/506/3419	<a href="#">Principles of Communication in Adult Social Care Settings</a>	2	Level Two
H/506/3417	<a href="#">Principles of Diversity, Equality and Inclusion in Adult Social Care</a>	2	Level Two
Y/506/3544	<a href="#">Principles of Personal Development in Adult Social Care Settings</a>	2	Level Two
A/615/9211	<a href="#">Providing Personal Care to Support Individuals to Eat and Drink</a>	3	Level Two
H/507/6765	<a href="#">Support Families of Individuals with Acquired Brain Injury</a>	3	Level Two
T/507/6771	<a href="#">Support Individuals to Meet Personal Care Needs</a>	2	Level Two
A/507/6772	<a href="#">Therapeutic Approaches for Activity Provision in Social Care</a>	2	Level Two
K/506/3547	<a href="#">Understand How to Handle Information in Social Care Settings</a>	1	Level Two
Y/615/9216	<a href="#">Understand Person-Centred Approaches in Adult Social Care Settings</a>	4	Level Two
H/506/3272	<a href="#">Understand the Role of the Social Care Worker</a>	1	Level Two
J/507/6774	<a href="#">Understanding Challenging Behaviour in a Learning Disability Setting</a>	3	Level Two

## Delivering this Qualification

### Becoming a Centre

To deliver this qualification you must be a recognised Open Awards centre. For more information, head to our website or contact the team on 0151 494 2072

### How to Deliver

To request to deliver this qualification, please login to [the Portal](#) and then click on 'Tracking' and 'Initiate a Workflow'. You will then need to select 'Apply to Deliver Regulated Qualification(s)'. For support with this process, please see the following document in the Portal 'Provider Portal Guidance – Qualification Approval' or contact the team on [customerservices@openawards.org.uk](mailto:customerservices@openawards.org.uk) or 0151 494 2072.

### Registering Learners

Once you are ready to deliver this qualification, you will need to register your learners in line with the timescales below:

Short courses (15 weeks or less) within 25 working days of the course start date.

Full year long courses (over 15 weeks) within 60 working days of the course start date.

You will need to register your learners via the Open Awards [portal](#).

### Quality Assurance and Standardisation

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Template forms and guidance documents are available via the Open Awards portal.

#### **Centre Staff Requirements**

Centres are responsible for ensuring that their staff are suitably skilled and experienced. Tutors/ assessors and internal quality assurance (IQA) staff must have relevant occupational knowledge and/or occupational competence at the same level or higher as the units being delivered.

Centres are responsible for notifying Open Awards of staff changes.

#### **Training and support**

Open Awards offers training and support events in Delivery & Assessment and Quality Assurance. These events are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of these training events are on our [website](#).

### **Internal Quality Assurance (IQA)**

All centres delivering Open Awards provision must operate rigorous internal quality assurance systems. A centre must identify how they will internally quality assure and standardise their delivery and assessment before delivering a course.

### **External Quality Assurance (EQA)**

Centre approval compliance monitoring and external quality assurance is carried out by Open Awards' Lead Quality Reviewers/External Quality Assurers who will confirm that the centre is assessing to standard and ensure that there are robust quality assurance systems embedded.

Please refer to Internal and External Quality Assurance within the Centre Handbook.

### **Standardisation**

Centres are required to contribute to national standardisation as requested by Open Awards. Open Awards offers Standardisation events that are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of training and standardisation events can be found on our website.

Further guidance on Quality Assurance and Standardisation please refer to the [Centre Handbook](#)

## **Recognition of Prior Learning and Achievement (RPL)**

RPL is a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they may already possess. Evidence of learning must be sufficient, reliable and valid.

It is the responsibility of the centre to inform Open Awards at registration of any exemptions and/or equivalences for which a claim may be made. These claims will be subject to external verification by the Open Awards' Lead Quality Reviewer for the centre.

For more information, please see our Recognition of Prior Learning Policy found on the Open Awards [portal](#).



## Appendices and Links

Appendix Name
<a href="#">Centre Handbook</a>
<a href="#">Enquiries, Complaints and Appeals Policy</a>
<a href="#">Equality and Diversity Policy</a>
<a href="#">Invoicing Policy</a>
<a href="#">Privacy Policy</a>

© Copyright Open Awards 2016.

All rights reserved. Permission is granted to reproduce for personal and educational use only. Commercial copying, hiring or lending is prohibited.

Open Awards  
17 De Havilland Drive,  
Estuary Commerce Park  
Speke  
Liverpool  
L24 8N  
**0151 494 2072**  
[enquiries@openawards.org.uk](mailto:enquiries@openawards.org.uk)  
[www.openawards.org.uk](http://www.openawards.org.uk)  
@openawards