

A Learner's guide to the
**QNUK Level 2 Award in
Moving and Handling People Safely
(RQF)**

Contents	Page
Introduction	2
Qualification purpose	2
Qualification objective	2
Qualification structure	2
Pre-requisites	2
Delivery requirements	2
Units of assessment	2
Assessment methods	3
Reasonable adjustments	3
Results	3
Progression routes	3
Acceptable forms of I.D.	4
Appendix 1 Assessment criteria	5
Appendix 2 Indicative content	6
Appendix 3 Specimen assessment material	8

Introduction

This qualification specification outlines key information required by learners to ensure they are able to make an informed decision in regard to the qualifications they are undertaking.

Qualification purpose

This qualification is aimed those that undertaking tasks related to the moving and handling or people. Those undertaking this qualification may include family members and private carers of individuals. Domiciliary care workers, nursing and care home staff, healthcare workers and those involved in supporting individuals with mobility impairments in the community, for example sport club staff, airline cabin crew and customer service staff.

Qualification objective

The objective of this qualification is to support a role in the workplace.

Qualification structure

Qualification accreditation number	603/4153/1
Qualification level	2
Guided learning hours (GLH)	7
Total Qualification Time (TQT)	10
Credit value	1
Validity	3 years

Pre-requisites

This qualification is aimed at those over 18

Due to the language of the assessment, it is recommended that learners have sufficient command of the English language in order to understand the assessment and to undertake the recommended assessment methods.

Due to the nature of this qualification, learners should be physically capable of undertaking practical assessments in a range of environments.

There are no other pre-requisites for this qualification.

Delivery requirements

This qualification is typically delivered in a face-to-face format over a one-day period for new learners.

Learners should complete the qualification within 4 weeks.

Optional and additional units

There are no related units for this qualification.

Blended learning

Blended learning is not acceptable for this qualification.

Units of assessment

This qualification is made up of one mandatory unit

Unit one title	Principles of safer moving and handling
Unit one reference number	L/617/4716
Level	2
Credit	1
Guided learning hours	7
Status	Mandatory

Details on the knowledge, skill and understanding which will be assessed can be found in Appendix 1 and 2 of this document.

Assessment methods

Learners are assessed for this qualification using the following method:

- Practical observation
- Multiple-choice question paper

Practical Observation

Each learner is required to successfully demonstrate all of the practical assessment criteria.

Multiple-Choice Question paper

Each learner will be assessed for this qualification by the completion of a multiple-choice question paper.

Learners will be required to score a minimum of 10 out of 15 correct answers to achieve a pass.

Example questions can be found in Appendix 3 of this document

Reasonable adjustments

All learners are required to complete the assessment criteria in a manner appropriate to the purpose of the qualification.

The prescribed assessment methods for this qualification should not unfairly disadvantage learners, who would otherwise be able to demonstrate competence in the assessment criteria and in line with the purpose of the qualification.

If you feel the assessment methods above would disadvantage you please contact your centre to discuss reasonable adjustment.

Results

Results and appropriate certification will be sent to the approved centre within 7 days of receiving and verifying any results. Results will then be forwarded to learners.

Progression routes

Learners undertaking this qualification may wish to progress in to other health and social care qualifications.

Acceptable forms of I.D.

The list below outlines acceptable forms of identification for learners undertaking a regulated qualification with Qualifications Network.

Ideally learners should provide at least 1 form of photo I.D. If photo I.D is not available, 2 forms of non-photographic I.D can be produced.

Acceptable forms of photographic I.D (1 required) are:

- Signed UK Photo card driving licence
- Signed passport (any nationality)
- Valid EU Photo identity card
- SIA security licence (with photo)
- Current and valid warrant card issued by HM forces or Police
- Current and valid Prison service card (with photo)
- Proof of age card
- Employee photo identification card
- Student photo identification card for a recognised educational establishment
- Firearms license (with photo)

Acceptable forms of non-photographic I.D (2 required) are:

- Birth certificate
- Marriage/civil partnership certificate
- Bank or building society statement or official letter (issued within last 3 months)
- Credit card statement (issued within last 3 months)
- Utility bill – excluding mobile phone bill (issued within last 3 months)
- Benefit statement e.g. child benefit, pension (issued within last 3 months)

Appendix 1 Assessment criteria

Unit 1 Principles of safer moving and handling

Learning outcome	Assessment Criterion	Method		
		MCQ	Obs	
1	1.1	Identify the potential impact on the individual who is moved, or handled incorrectly	✓	
	1.2	Identify ways in which the health, safety and dignity of the individual can be preserved during moving and handling	✓	
2	2.1	Outline the process of risk assessment in relation to the moving and handling of an individual	✓	
	2.2	Identify appropriate control measures that may be considered when reducing the risk associated with moving and handling	✓	
	2.3	Identify the contents of a personal handling plan	✓	
3	3.1	Identify appropriate equipment used for the purpose of safely moving and handling people	✓	
	3.2	Outline the requirements for the testing, servicing and examination of equipment used in the moving and handling of people	✓	
4	4.1	Demonstrate safer handling practices when moving and handling an individual with no aides		✓
	4.2	Demonstrate safer handling practices when moving and handling an individual with an aid		✓
	4.3	Demonstrate safer handling practices when moving and handling an individual as part of a team		✓

Appendix 2 Indicative content

1.1 Identify the potential impact on the individual who is moved, or handled incorrectly

Impacts include physical impacts such as exacerbating existing injuries. Causing discomfort or further injury including paralysis or possibly fatal injuries. Extending recovery period for injury. Mental impacts may include embarrassment and humiliation, stress, confusion and possible aggression. May also cause the individual to become withdrawn in avoidance or future moving and handling

1.2 Identify ways in which the health, safety and dignity of the individual can be preserved during moving and handling

Encourage independence, involving the individual, good communication, working at a pace suitable to the individual without raising risks. Use of appropriate equipment, ensuring suitable number of staff. Maintaining personal competence.

2.1 Outline the process of risk assessment in relation to the moving and handling of an individual

As required by the Health and Safety Executive. Avoid, assess, reduce. Assessment includes Task, individual, load, environment and other factors. Task includes, what movement is required, e.g. helping to stand. Individual is related to the handler, what are their capabilities? Can they communicate well with the individual? Do they have appropriate training? Load relates to the individual being handled, do they have mobility? Can they transfer themselves? Is the individual confused? Environment; where is the individual being handled? Is there enough space, are there steps or inclines? Other factors may include whether the individual is connected to medical equipment, if equipment is being used.

2.2 Identify appropriate control measures that may be considered when reducing the risk associated with moving and handling

Control measures may include; regular review of assessments related to changes in the individual's health and capabilities. Use of individual or team handling, use of equipment. Supervision, information, instruction and training

2.3 Identify the contents of a personal handling plan

Personal details, communication methods and level. Outcome or individual risk assessments. Individual capabilities and needs; e.g. fatigue, pain, range of mobility, level of support required, range of equipment needed.

3.1 Identify appropriate equipment used for the purpose of safely moving and handling people

Equipment may include: Wheelchairs, Zimmer frames, stairlifts, hoists, standing aids, handling belts, lifting cushions, hand rails, slide sheets transfer boards.

3.2 Outline the requirements for the testing, servicing and examination of equipment used in the moving and handling of people

In line with the Provision and use of work equipment regulations and the lifting operation and lifting equipment regulations. Requirements to have equipment checked before use by operator, reporting of defects, periodic testing by a competent person.

4.1 Demonstrate safer handling practices when moving and handling an individual with no aides

Plan and prepare for moving and handling an individual. Good communication, use of best practice. Task may include Sitting to standing, standing to sitting, walking, getting into/out of bed

4.2 Demonstrate safer handling practices when moving and handling an individual with an aid

Plan and prepare for moving and handling an individual. Good communication, use of best practice. Task may include Sitting to standing, standing to sitting, transferring from bed to chair. Adjusting in bed with use of a slide sheet. Supporting an individual into a wheelchair, moving an individual with the use of a wheelchair/hoist. Following manufacturers guidelines as appropriate.

4.3 Demonstrate safer handling practices when moving and handling an individual as part of a team

Working as part of a team to move and handle an individual, with or without handling aids.

Appendix 3 Specimen assessment material

1

When assessing a moving and handling task, the need to transport a wheelchair user up 3 stairs would be categorised under which heading?

- A Task
- B Leverage
- C Environment

2

To support an individuals independence in being able to walk to breakfast, which handling aid would be appropriate?

- A Mechanical hoist
- B Hand rails
- C Lifting cushion

3

Which of the following is a negative impact when hoisting, while using a sling that is too large?

- A Larger slings are costlier to replace
- B The individual may slip out
- C Carers will have to work in twos