



Public Health  
England



# NHS Health Check Learner and Assessor Workbook

To accompany the NHS Health Check Competency Framework

Updated July 2020

## About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. We do this through world-leading science, research, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. We are an executive agency of the Department of Health and Social Care, and a distinct delivery organisation with operational autonomy. We provide government, local government, the NHS, Parliament, industry and the public with evidence-based professional, scientific and delivery expertise and support.

## About Skills for Health

**Skills for Health** is responsible for developing National Occupational Standards (NOS) for the healthcare occupations in the UK. The competencies included in the NHS Health Check competency framework are drawn from these standards.

For queries relating to this document, please contact [nhshealthchecks.mailbox@phe.gov.uk](mailto:nhshealthchecks.mailbox@phe.gov.uk)

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



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# 1. Summary

The NHS Health Check is a national prevention programme which aims to reduce the chance of a heart attack, stroke or developing certain forms of dementia in people aged 40-74. It achieves this by assessing the top seven risk factors driving the burden of non-communicable disease in England. It provides individuals with behavioural support and where appropriate pharmacological treatment.

The tests, measurements and risk management interventions that make up the NHS Health Check can be delivered in different settings by different professionals. For example, outreach models exist where health trainers, healthcare assistants and pharmacy assistants deliver health checks to increase engagement with the eligible population.

As outlined in the [NHS Health Check Competency Framework](#), it is the commissioners and providers responsibility to ensure that staff delivering NHS Health Checks have demonstrated that, as a minimum, they meet the competencies set out in the framework prior to delivering NHS Health Checks. These competencies comprise of:

- a) **Core competencies** ([Care Certificate](#) or equivalent) (Table 1)
- b) **Clinical skills competencies** specific to the check (Table 2)
- c) NHS Health Check **programme competencies** (Table 3)

There are 7 NHS Health Check programme competencies in the June 2020 update of the Competency Framework. These are not new competencies, but a consolidated version of the ten competencies published in the 2015 version of the framework. Competency 2 has been re-named 'Information Governance and Data Flow' and has been expanded to incorporate invitations, client consent and consent to share data, which were previously listed as separate competencies.

There are 10 learner workbook units in this document. 3 units fall under competency 3 'Risk Assessment', 2 units fall under competency 6 'Brief Intervention/Signposting/Referral,' and all remaining competencies have 1 associated workbook unit. This learner and assessor workbook is designed to be used in conjunction with the [NHS Health Check Competency Framework, Best Practice Guidance and Programme Standards](#). Learners are encouraged to work through the workbook units with their assessor and produce a portfolio of evidence demonstrating how they meet the competencies prior to delivering NHS Health Checks.

Learners may be taught in different ways, for example a face to face training session delivered by a local or external trainer, a group skills and knowledge workshop provided locally or nationally, or online training. Learners must be given a certificate of attendance which can be added to their portfolio and verified by their assessor. The learner should receive sign off for each unit from their assessor, with a final sign off awarded once they are fully competent across all areas. There is a section in the workbook for notes, additional resources, discussion and reflection.

This document should remain with the learner and be used to demonstrate competence if they change employer.

## 2. Underpinning knowledge and skills

The **NHS Health Check Competency Framework** builds upon existing knowledge and skills that the learner may already have obtained via the **Care Certificate**, or equivalent, and/or the local induction programme offered by their employer.

Assessors will review the learners existing competence, knowledge, skills and qualifications as well as experience, prior to starting this workbook. Learners must meet the core competencies (Table 1) and clinical skills competencies (Table 2).

**Table 1. Core competencies: relevant Care Certificate standards**

<b>Core competencies</b>
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
11. Basic life support
12. Privacy and dignity
13. Understanding your role

**Table 2. Clinical skills competencies**

<b>Clinical skills</b>
Pulse measurement
Blood pressure measurement
Height and weight measurement
Waist measurement

### 3. NHS Health Check programme competencies and learner workbook units

In addition to the core competencies (Care Certificate or equivalent) and clinical skills competencies described in section 2, staff carrying out an NHS Health Check must be able to demonstrate that they meet the NHS Health Check programme competencies.

Table 3 shows how the seven NHS Health Check programme competencies map against the **National Occupational Standards (NOS)** and the 10 units learners will be assessed against in this workbook. More detailed information on the NOS can be found in the **NHS Health Check Competency Framework**.

Table 3. Brief list of NHS Health Check programme competencies, mapped against NOS and learner workbook units.

Programme Competencies		National Occupational Standards	Learner workbook units
1	Programme knowledge	CHS227	Unit 1: NHS Health Check programme knowledge
2	Information governance (includes invitations, call/recall, patient and data sharing consent)	NHS Health Check IG and data flow CHS167	Unit 2: Information governance and consent
3	Risk assessment	CVD EF3 GEN77 CHS217	Unit 3: Carry out NHS Health Check Assessments  Unit 5: Perform first line calibration on clinical equipment ready for use  Unit 6: Perform point of care testing
4	Interpreting results	CHS19.2012	Unit 4: Undertake routine clinical measurements

5	<b>Communication of risk</b>	CHS45 CHS167	Unit 8: Agree actions to address health and wellbeing
6	<b>Brief intervention/ signposting/referral</b>	HT2 SCDHSC0026	Unit 7: Communicate with client about health and wellbeing  Unit 9: Support clients to access information on services and facilities
7	<b>Communication with GP</b>	CHS221	Unit 10: Communicate results with GP practice and relevant allied healthcare providers.

## 4. Assessing competence

### 4.1 Using this workbook

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

#### Underpinning knowledge

The learner must provide evidence which demonstrates that they know and understand the underpinning knowledge, through:

- one-to-one discussion
- a group exercise
- written examples (workbook / portfolio / case studies)
- e-learning and testing.

#### Competence

The assessor will gather evidence during the assessment that demonstrates that the learner is competent by observing the learner in the workplace as part of their normal work duties. They will record their assessment decision in the workbook.

Learners can practice and develop their new skills in a classroom, skills session or similar setting, but in order to be assessed as competent the assessor needs to watch the learner during real work activity. The workbook can be used to help the learner identify areas where further study or practice is needed in order to achieve competence.

### 4.2 Assessment principles

As the competency framework is designed to be used by a variety of roles at different grades, the assessment evidence required should reflect this. It is important that the evidence that the learner is asked to produce is appropriate to the grade of their role and sufficient to make a judgement, whether this is written evidence, verbal discussion or observation of their performance in the workplace. It is equally important that assessors do not 'over assess.'

Skills-based learning outcomes must be assessed using direct observation in the workplace as the primary source of evidence. Evidence must be generated during the learner's normal work activity. Knowledge-based learning outcomes may be assessed using evidence generated outside of the work environment, e.g. in a classroom, via group learning or online.

Evidence generated during the course of an assessment may be used to evidence achievement of more than one competency. Where appropriate the same evidence may also be used towards achieving the Care Certificate, and core competencies.

In undertaking the competency framework, it may not be possible for the same person to be responsible for the assessment of every outcome. Where this is the case, there should be a



lead assessor who has overall responsibility for making a decision on whether the standard has been met.

Where evidence of prior learning and knowledge is used, assessors must assure that the learner has current knowledge. Assessors should take every opportunity to assess holistically and proportionally.

Good assessment practice involves ensuring that the assessor and learner are in agreement with what will be assessed and when. The learner's progress should also be regularly reviewed against the competencies, and any actions to ensure progress is maintained should also be agreed.

### 4.3 Role of the assessor

The role of the assessor is to make a judgement, based on the evidence provided by the learner, on whether or not they meet the core competencies, clinical competencies and programme competencies, i.e. if they can safely practice without direct line of sight supervision.

Where an assessor is not able to make a judgement against one of the competencies, e.g. if it is outside their area of expertise, a practitioner skilled in the area of competence required should be used to observe the learner's skills and knowledge and advise the assessor accordingly.

Assessors may also ask the learner's supervisor or colleagues for feedback about their skills and knowledge. This helps the assessor to build a complete picture of how the learner performs in any given task so that they can make a sound judgement about whether or not the learner is competent.

Assessors and supervisors should produce a plan with the learner to advise them of deadline dates for written work, and details of when they will be observed and/or assessed.

### 4.4 Assessor criteria

An assessor must:

- be occupationally competent
- be occupationally competent to assess. If an assessor does not hold a recognised assessor qualification they must meet the standards of assessment practice as set out in the **Learning and Development National Occupational Standard: 09 Assess learner achievement**
- ensure learners understand the purpose, requirements and processes of any assessment
- plan assessments to meet requirements and learner needs
- use valid, fair, reliable and safe assessment methods
- identify and collect evidence that is valid, authentic and sufficient to make assessment decisions against specified criteria
- provide feedback to the learner that affirms achievement and identifies any additional requirements

- maintain required records of the assessment process, its outcomes and learner's progress
- work with others to ensure the standardisation of assessment practice and outcomes.

The first task as an assessor will be to review the learner's existing competence, skills, knowledge, qualifications and experience. Some learners will need to complete the entire workbook while others will be able to demonstrate prior learning and experience.

Learners and assessors will need to ensure they can access a copy of the workbook and/or any other training resources that will help to achieve the required competence.

#### 4.5 Role of the learner

To be competent, learners need to meet all the learning outcomes contained within each of the 10 units outlined in section 5. Skills will improve the more learners practise and study, a learner's full competence may take some time to achieve. Learners cannot be partially signed off against a competency, they are either 'competent' or 'not yet competent'. A learner must not work unsupervised without being deemed competent to do so.

#### 4.6 Getting signed off

There are points throughout section 5 for the learner and assessor to sign and date against each unit. It is a good way of keeping track of the learning that has been undertaken. It can be referred back to at any time and used as a live record for continuing training, learning and development. Supervisors may use it during appraisals.

The assessment checklist in Table 4 should be completed during the learning process. The declaration of competence in Table 5 should be signed once the assessor deems the learner competent against the whole NHS Health Check competency framework.

It is useful to keep this workbook as a record in case the learner changes roles, teams or employers. If a learner has an extended break from work, or their role changes and they no longer use the NHS Health Check skills regularly, the learner will have to update their skills and knowledge. In some instances, they may be asked to be reassessed for a particular competency, if required, by a supervisor and/or employer.

**Table 4. Assessment checklist**

Checklist	
Unit	Date competence confirmed
Unit 1: NHS Health Check programme knowledge	
Unit 2: Information governance and consent	
Unit 3: Carry out NHS Health Check assessments	
Unit 4: Undertake routine clinical measurements	
Unit 5: Perform first line calibration on clinical equipment ready for use	

Unit 6: Perform point-of-care testing during NHS Health Check assessments	
Unit 7: Communicate with client about their health and wellbeing	
Unit 8: Agree courses of action following NHS Health Check assessments to address health and wellbeing needs	
Unit 9: Support clients to access information on services and facilities	
Unit 10: Communicate results with GP practice and relevant allied healthcare providers	

Table 5. Declaration of competence

<b>Declaration of competence against the NHS Health Check competency framework</b>			
<b>Learner declaration:</b> I confirm that the evidence listed for each of the workbook units 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 NHS Health Check competency 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 the learner has been assessed against the NHS Health Check competency framework and deemed as competent to practice independently.			
<b>Date</b>		<b>Supervisor Name:</b>	
		<b>Supervisor Signature:</b>	

## 5. NHS Health Check learner workbook units

### 5.1 Unit 1: NHS Health Check programme knowledge

<b>Unit 1: NHS Health Check Programme Knowledge</b>			
NHS Health Check competency: Programme Knowledge			
NOS: CHS227 Conduct health screening programmes			
<b>Learning outcome</b>	<b>Demonstrating competence</b>	<b>Evidence of achieving competencies</b>	<b>Assessor's signature and date</b>
<b>1. Understands how to prepare to conduct NHS Health Check assessments</b>	1. Can explain the purpose and scope of the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can summarise the current legislation, national and local guidelines, policies, protocols and good practice guidelines in relation to carrying out a NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group or written work.	
	3. Can identify the range of facilities and resources needed to carry out the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	4. Can describe the range of information and tests required within the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	5. Can describe the importance of quality assurance, quality control and	Assessment of knowledge and understanding during 1:1	

<b>Unit 1: NHS Health Check Programme Knowledge</b> NHS Health Check competency: Programme Knowledge NOS: CHS227 Conduct health screening programmes			
	regular monitoring of quality within the NHS Health Check.	assessment with assessor, through group or written work.	
	6. Can identify the range and purpose of equipment and associated systems required for the NHS Health Check and explain their application.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
<b>2. Understands the risk factors associated with conducting NHS Health Check assessments</b>	1. Can describe what may influence the effectiveness of investigations, procedures and interventions.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:
	2. Can explain why it is important to recognise the contra-indications and risk factors.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	3. Can describe how to comply with risk assessments.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
<b>3. Able to conduct NHS Health Check assessments</b>	1. Can inform the client of the purpose of the NHS Health Check and their expected commitment.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can inform the client if any structures/systems are in place for referral and the selection criteria and processes for referral.	Observed by assessor as part of learner's normal work duties.	

<b>Unit 1: NHS Health Check Programme Knowledge</b> NHS Health Check competency: Programme Knowledge NOS: CHS227 Conduct health screening programmes			
	3. Can inform the client of how the confidentiality of their data is assured.	Observed by assessor as part of learner's normal work duties.	
<b>4. Able to record the results of NHS Health Check assessments</b>	1. Can identify ways of presenting information, including statistical and factual information applicable to the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:
	2. Can describe the relevant information that needs to be included in NHS Health Check reports.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	3. Can collate all data and information from the NHS Health Check.	Observed by assessor as part of learner's normal work duties.	
	4. Can confirm that all NHS Health Check results have been fully checked.	Observed by assessor as part of learner's normal work duties.	
	5. Can check that all the information gathered is validated and authorised for inclusion in the report.	Observed by assessor as part of learner's normal work duties.	
	6. Can produce a report on the NHS Health Check in line with local and national guidelines.	Observed by assessor as part of learner's normal work duties.	
<b>5. Knows how to refer clients to others, following NHS Health Check assessments</b>	1. Can describe the importance of follow up requirements resulting from an NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:

<b>Unit 1: NHS Health Check Programme Knowledge</b>			
NHS Health Check competency: Programme Knowledge			
NOS: CHS227 Conduct health screening programmes			
	2. Can explain how to initiate a referral process.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
<b>6. Knows the limitations of the NHS Health Check</b>	1. Can explain how the NHS Health Check identifies and manages risk.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:
	2. Can explain what measurements and assessments are not included in an NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	

## 5.2 Unit 2: Information governance and consent

<b>Unit 2: Information governance and consent</b>			
NHS Health Check competency: Information governance			
NOS: CHS 167 Obtain valid consent or authorisation			
<b>Learning outcome</b>	<b>Demonstrating Competence</b>	<b>Evidence of achieving competencies</b>	<b>Assessors Signature and date</b>
<b>1. Understands information governance policies and procedures</b>	1. Can list the information governance and data protection policies and procedures to adhere to when carrying out an NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:
	2. Can describe how to address questions from the client relating to protection of their data.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	

<b>Unit 2: Information governance and consent</b> NHS Health Check competency: Information governance NOS: CHS 167 Obtain valid consent or authorisation			
<b>2. Able to find and interpret information on Data Protection and information governance</b>	1. Can identify where to find additional information on data protection and information governance.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:
	2. Can describe how to interpret a range of information on data protection and information governance.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
<b>3. Understands what is meant by valid consent when carrying out NHS Health Check assessments</b>	1. Can describe why it is important to establish valid consent.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can list the range of activities for which to establish valid consent.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>4. Able to support clients to understand what is meant by valid consent when carrying out NHS Health Check assessments</b>	1. Can explain the purpose and procedures for the valid consent to the client.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can offer the client opportunities to ask questions or seek clarification.	Observed by assessor as part of learner's normal work duties.	
<b>5. Able to obtain valid consent when carrying out NHS Health Check assessments</b>	1. Can check the client's identification details according to local guidelines before starting the valid consent process.	Observed by my assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can explain what steps to take	Assessment of knowledge and	



<b>Unit 2: Information governance and consent</b> NHS Health Check competency: Information governance NOS: CHS 167 Obtain valid consent or authorisation			
	if consent cannot be readily established.	understanding during 1:1 assessment with assessor, through group or written work.	
	3. Can complete the appropriate valid consent form where indicated.	Observed by assessor as part of learner's normal work duties.	
	4. Can check the client 's clear understanding and confirm valid consent.	Observed by assessor as part of the learner's normal work duties.	
	5. Can give reassurance that the client can change their mind for consent at any stage.	Observed by assessor as part of the learner's normal work duties.	

### 5.3 Unit 3: Carry out NHS Health Check assessments with individuals at risk of developing cardiovascular disease

<b>Unit 3: Carry out NHS Health Check assessments with individuals at risk of developing cardiovascular disease</b> NHS Health Check Competency: Risk assessment NOS: CVD EF3 Carry out assessment with individuals at risk of developing cardiovascular disease			
<b>Learning outcome</b>	<b>Demonstrating competence</b>	<b>Evidence of achieving competencies</b>	<b>Assessor's signature and date</b>
<b>1. Understands what is meant by cardiovascular disease</b>	1. Can list the key components of the cardiovascular system and their functions.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature
	2. Can list the most common forms of cardiovascular disease and their causes.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	

<b>Unit 3: Carry out NHS Health Check assessments with individuals at risk of developing cardiovascular disease</b> NHS Health Check Competency: Risk assessment NOS: CVD EF3 Carry out assessment with individuals at risk of developing cardiovascular disease			
	3. Can list the common risk factors including lifestyle factors which determine the risk of cardiovascular disease and the relative impact of these factors.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	4. Can describe the physical, psychological and social effects that cardiovascular disease can have on a client and their families.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
<b>2. Understands how to carry out NHS Health Check assessments with clients at risk of cardiovascular disease</b>	1. Can list the types of clinical investigations included in the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	Date:  Assessor's Signature:
	2. Can describe how to interpret the results of tests and measurements for a client at significant risk of developing cardiovascular disease.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	3. Can explain how to calculate a client's levels of risk of developing cardiovascular disease.	Assessment of knowledge and understanding during 1:1 assessment with assessor, through group or written work.	
	4. Can list the appropriate tools and methodologies to measure individual's	Assessment of knowledge and understanding during 1:1 assessment with	

<b>Unit 3: Carry out NHS Health Check assessments with individuals at risk of developing cardiovascular disease</b> NHS Health Check Competency: Risk assessment NOS: CVD EF3 Carry out assessment with individuals at risk of developing cardiovascular disease			
	physical indicators of risk of cardiovascular disease.	assessor, through group or written work.	
<b>3. Able to carry out NHS Health Check assessments with clients at risk of developing Cardiovascular Disease</b>	1. Can use appropriate tools and methodologies to measure a client's physical indicators of risk of cardiovascular disease.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. 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.	Observed by assessor as part of learner's normal work duties.	
	3. Can calculate and record the client's level of risk based on measurements and findings.	Observed by assessor as part of learner's normal work duties.	
	4. Can describe how to refer people to other practitioners when their needs are beyond own role or scope of practice.	Observed by assessor as part of learner's normal work duties.	

## 5.4 Unit 4: Undertake routine clinical measurements

<b>Unit 4: Undertake routine clinical measurements</b> NHS Health Check competency: Interpreting results NOS: CHS19 Undertake routine clinical measurements			
Learning outcome	Demonstrating competence	Evidence of achieving competencies	Assessor's signature and date
<b>1. Understands what is meant by physiological measurements</b>	1. Can explain the importance of undertaking physiological measurements.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can explain the major factors that influence changes in physiological measurements.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can describe the agreed process when unable to obtain or read a physiological measurement.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can describe the agreed process when a physiological measurement falls outside of normal levels.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>2. Understands the physiological states that can be measured</b>	1. Can explain the principles of pulse rates to include: a) normal pulse rate limits b) factors affecting pulse rates – raising or lowering c) factors affecting pulse regularity d) appropriate type of blood pressure	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:

<b>Unit 4: Undertake routine clinical measurements</b> NHS Health Check competency: Interpreting results NOS: CHS19 Undertake routine clinical measurements			
	monitor to use if pulse regularity is abnormal e) pulse sites on the body.		
	2. 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.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can explain the principles of body mass index (BMI) and waist circumference in relation to weight/dietary control.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>3. Able to prepare to take physiological measurements for NHS Health Check assessments</b>	1. Can explain to the client what measurements will be undertaken and why these are done.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. 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.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	

<b>Unit 4: Undertake routine clinical measurements</b> NHS Health Check competency: Interpreting results NOS: CHS19 Undertake routine clinical measurements			
	3. Can check all materials and equipment to be used are appropriately prepared.	Observed by assessor as part of learner's normal work duties.	
<b>4. Able to undertake physiological measurements for NHS Health Check assessments</b>	1. Can reassure the client during the physiological measurement process.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can answer questions and deal with concerns during the physiological measurements process.	Observed by assessor as part of learner's normal work duties.	
	3. Can select and use appropriate equipment at the prescribed time and in the prescribed sequence to obtain an accurate measurement.	Observed by assessor as part of learner's normal work duties.	
	4. Can monitor the condition of the client throughout the measurement.	Observed by assessor as part of learner's normal work duties.	
	5. Can respond to any significant changes in the client's condition.	Observed by assessor as part of learner's normal work duties.	
	6. Can record the client's physiological measurements.	Observed by assessor as part of learner's normal work duties.	

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

<b>Unit 5: Perform first line calibration on clinical equipment for use during NHS Health Check assessments</b> NHS Health Check competency: Risk assessment NOS: GEN77 Perform first line calibration on clinical equipment to ensure it is fit for use			
Learning outcome	Demonstrating competence	Evidence of achieving competencies	Assessor's signature and date
<b>1. Understands the procedures involved in the calibration of equipment for use during NHS Health Check assessments</b>	1. Can list the standard operating procedures and policies and explain their importance.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can explain the importance of accuracy and precision when calibrating equipment.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can explain how to check for validity and reliability when calibrating equipment.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can identify the common faults in equipment and explain the corrective action that should be taken.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	5. Can explain how to recognise the factors which could affect safety or pose a risk associated with the use of equipment.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	

<b>Unit 5: Perform first line calibration on clinical equipment for use during NHS Health Check assessments</b> NHS Health Check competency: Risk assessment NOS: GEN77 Perform first line calibration on clinical equipment to ensure it is fit for use			
<b>2. Able to perform calibration of equipment for use in NHS Health Check assessments</b>	1. Can perform checks to confirm the operational status of equipment.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can select reference material to calibrate equipment for operation.	Observed by assessor as part of learner's normal work duties.	
	3. Can use standards to undertake the calibration of equipment for the intended purpose.	Observed by assessor as part of learner's normal work duties.	
	4. Can follow procedures to confirm the accuracy, precision and operational effectiveness of equipment.	Observed by assessor as part of learner's normal work duties.	
	5. Can confirm the equipment is suitable and ready to use.	Observed by assessor as part of learner's normal work duties.	
<b>3. Able to conclude and report on tests on equipment for use in NHS Health Check assessments</b>	1. Can record the validity and reliability of the calibration procedure.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. 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.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can describe when to notify the appropriate person of the status of equipment following	Assessment of knowledge and understanding during 1:1 assessment with assessor or	



<b>Unit 5: Perform first line calibration on clinical equipment for use during NHS Health Check assessments</b> NHS Health Check competency: Risk assessment NOS: GEN77 Perform first line calibration on clinical equipment to ensure it is fit for use			
	calibration, seeking advice as necessary.	through group work.	

### 5.6 Unit 6: Perform point of care testing

<b>Unit 6: Perform point of care testing</b> NHS Health Check competency: Risk assessment NOS: CHS217 Performing point-of-care testing			
Learning outcome	Demonstrating competence	Evidence of achieving competencies	Assessor's signature and date
<b>1. Understands point-of-care testing</b>	1. Can define 'point-of-care testing.'	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's signature:
	2. Can describe the purpose of quality control in a point of care testing environment.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can describe the possible causes and remedial action in the event of an erroneous quality control check.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can explain what to do and who to contact if the results fall outside of the expected parameters.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>2. Able to prepare for point-of-care testing in NHS Health Check assessments</b>	1. Can explain the procedure to the client and confirm their understanding.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:

<b>Unit 6: Perform point of care testing</b> NHS Health Check competency: Risk assessment NOS: CHS217 Performing point-of-care testing			
	2. Can match the point of care request against the tests planned, raising queries if discrepancies occur.	Observed by assessor as part of learner's normal work duties.	
	3. Can select and position the equipment, resources and systems for the point-of-care procedure.	Observed by assessor as part of learner's normal work duties.	
	4. Can check the integrity and expiry date of test strips.	Observed by assessor as part of learner's normal work duties.	
	5. Can check and complete the calibration and routine quality control in accordance with the manufacturer's guidelines.	Observed by assessor as part of learner's normal work duties.	
	6. Can check external quality assurance results against expected performance parameters.	Observed by assessor as part of learner's normal work duties.	
<b>3. Able to perform point-of-care testing in NHS Health Check assessments</b>	1. Can check that the specimen/sample is of suitable quality for testing in accordance with policy and procedures.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can conduct the point of care testing in accordance with policy and procedures.	Observed by assessor as part of learner's normal work duties.	
	3. Can record the point of care testing results in accordance with	Observed by assessor as part of learner's normal work duties.	

<b>Unit 6: Perform point of care testing</b>			
NHS Health Check competency: Risk assessment			
NOS: CHS217 Performing point-of-care testing			
	policy and procedures.		
	4. Can check the test results against accepted performance parameters.	Observed by assessor as part of learner's normal work duties.	
	5. Can describe the action to take when encountering limitations/sources of error when performing point of care testing.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	6. Can dispose of waste materials in accordance with policy and procedures.	Observed by assessor as part of Learner's normal work duties.	
	7. Can decontaminate equipment used in accordance with policy and procedures.	Observed by assessor as part of Learner's normal work duties.	

### 5.7 Unit 7: Communicate with NHS Health Check clients about their health and wellbeing

<b>Unit 7: Communicate with NHS Health Check clients about their health and wellbeing</b>			
NHS Health Check competency: Brief intervention/signposting/referral			
NOS: HT2 Communicate with individuals about promoting their health and wellbeing			
SCDHSC0027 Support individuals to access information on services and facilities			
<b>Learning outcome</b>	<b>Demonstrating competence</b>	<b>Evidence of achieving competencies</b>	<b>Assessor's signature and date</b>
<b>1. Understands concepts of health and wellbeing in relation to NHS Health Check assessments</b>	1. Can explain the terms 'health and wellbeing.'	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can define the term 'lifestyle.'	Assessment of knowledge and	

<b>Unit 7: Communicate with NHS Health Check clients about their health and wellbeing</b> NHS Health Check competency: Brief intervention/signposting/referral NOS: HT2 Communicate with individuals about promoting their health and wellbeing SCDHSC0027 Support individuals to access information on services and facilities			
		understanding during 1:1 assessment with assessor or through group work.	
	3. Can explain the links between lifestyle and health and wellbeing.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>2. Understands factors influencing health and wellbeing</b>	1. Can identify the factors influencing individual's health and wellbeing.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can identify wider determinants of health and wellbeing.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can understand key health promotion messages and the benefits of making lifestyle changes.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can identify other people and agencies who might be able to help clients to improve their health and wellbeing.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>3. Encourages clients to address issues relating to</b>	1. Can raise the client's awareness of the key issues	Observed by assessor as part of	Date:

<b>Unit 7: Communicate with NHS Health Check clients about their health and wellbeing</b> NHS Health Check competency: Brief intervention/signposting/referral NOS: HT2 Communicate with individuals about promoting their health and wellbeing SCDHSC0027 Support individuals to access information on services and facilities			
<b>their health and wellbeing</b>	relating to their health and wellbeing.	learner's normal work duties.	Assessor's Signature:
	2. Can describe a range of approaches that apply to promoting health and wellbeing.	Observed by assessor as part of learner's normal work duties.	
	3. Can use a range of methods for providing information on health and wellbeing.	Observed by assessor as part of learner's normal work duties.	
	4. Can help the client to identify factors affecting their own health and wellbeing.	Observed by assessor as part of learner's normal work duties.	
	5. Can explore the client's knowledge and beliefs about health and wellbeing.	Observed by assessor as part of learner's normal work duties.	
	6. Can encourage the client to take responsibility for changing their behaviour.	Observed by assessor as part of learner's normal work duties.	
	7. Can help the client to get hold of reliable and up-to-date information and advice.	Observed by assessor as part of learner's normal work duties.	
	8. Can help the client to access appropriate support.	Observed by assessor as part of learner's normal work duties.	

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

<b>Unit 8: Agree courses of action following the NHS Health Check to address health and wellbeing needs of clients</b> NHS Health Check competency: Communication of risk NOS: CHS45 Agree courses of action following assessment to address wellbeing needs of individuals			
<b>Learning outcome</b>	<b>Demonstrating competence</b>	<b>Evidence of achieving competencies</b>	<b>Assessor's signature and date</b>
<b>1. Understands the courses of action following NHS Health Check assessments to address health and wellbeing needs of clients</b>	1. Can describe the reasons why it is important to be honest and transparent concerning the outcome of the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can describe the different fears and concerns that clients may have about the outcomes of the NHS Health Check.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can explain the risks which may be inherent in various courses of action and how to evaluate these realistically.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can list the resources available to meet the client's needs from a variety of organisations, and how to access these.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>2. Able to review client's assessment results</b>	1. Can obtain and review all of the information from the NHS Health Check.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can identify any gaps or ambiguities in the assessment results and seek clarification or	Observed by assessor as part of learner's normal work duties.	

<b>Unit 8: Agree courses of action following the NHS Health Check to address health and wellbeing needs of clients</b> NHS Health Check competency: Communication of risk NOS: CHS45 Agree courses of action following assessment to address wellbeing needs of individuals			
	further information from relevant members of the team.		
	3. 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.	Observed by assessor as part of learner's normal work duties.	
<b>3. Able to carry out follow up meetings with NHS Health Check clients</b>	1. Can discuss the outcomes of the NHS Health Check with the client and key people in a way that is meaningful to them.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can explore the possible actions to be taken and provide the client / key people with a rationale for them.	Observed by assessor as part of learner's normal work duties.	
	3. Can explain the benefits and risks associated with the actions.	Observed by assessor as part of learner's normal work duties.	
	4. Can agree the actions to be taken with the client based on the results of the check and other relevant factors.	Observed by assessor as part of learner's normal work duties.	
<b>4. Able to finalise arrangements to meet the needs of clients.</b>	1. Can make any necessary arrangements in relation to the actions to meet the needs of the client.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can produce referrals to other practitioners that	Observed by assessor as part of	

<p><b>Unit 8: Agree courses of action following the NHS Health Check to address health and wellbeing needs of clients</b>                  NHS Health Check competency: Communication of risk                  NOS: CHS45 Agree courses of action following assessment to address wellbeing needs of individuals</p>			
	contain all the necessary information and are presented clearly and logically.	learner's normal work duties.	

### 5.9 Unit 9: Support NHS Health Check clients to access information services and facilities

<p><b>Unit 9: Support NHS Health Check clients to access information services and facilities</b>                  NHS Health Check competency: Brief intervention/signposting/referral                  NOS: SCDHSC0027 Support individuals to access information on services and facilities</p>			
Learning outcome	Demonstrating competence	Evidence of achieving competencies	Assessor's signature and date
<p><b>1. Knows ways to support NHS Health Check clients to access information on services and facilities</b></p>	1. Can identify the types of services and facilities about which clients may require information.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can identify possible barriers to accessing and understanding information.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can describe ways to overcome barriers to accessing information.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can describe how to access a range of formats, translations and technology that could make	Assessment of knowledge and understanding during 1:1 assessment with assessor or	



<b>Unit 9: Support NHS Health Check clients to access information services and facilities</b> NHS Health Check competency: Brief intervention/signposting/referral NOS: SCDHSC0027 Support individuals to access information on services and facilities			
	information more accessible for clients.	through group work.	
	5. Can describe types of support clients may need to enable them to identify and understand information.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
<b>2. Able to work with clients to select and obtain information about services and facilities</b>	1. Can work with the client to identify relevant and up to date information on services and facilities that meet their assessed needs and wishes.	Observed by assessor as part of learner's normal work duties.	Date:  Assessor's Signature:
	2. Can support the client to obtain selected information in their preferred format and language.	Observed by assessor as part of learner's normal work duties.	
<b>3. Able to work with clients to access and use information about services and facilities</b>	1. Can support the client to access the content of information about services and facilities.	Observed by assessor as part of Learner's normal work duties.	Date:  Assessor's Signature:
	2. Can demonstrate ways to check the client's understanding of the information.	Observed by assessor as part of Learner's normal work duties.	
	3. Can work with the client to access a service or facility using the information, in ways that promote active participation.	Observed by assessor as part of Learner's normal work duties.	
	4. Can describe ways to support clients to deal with any issues or concerns that may	Assessment of knowledge and understanding during 1:1 assessment with	

<b>Unit 9: Support NHS Health Check clients to access information services and facilities</b> NHS Health Check competency: Brief intervention/signposting/referral NOS: SCDHSC0027 Support individuals to access information on services and facilities			
	arise from the content of information.	assessor or through group work.	

### 5.10 Unit 10: Communicate results from NHS Health Check assessments

<b>Unit 10: Communicate results from NHS Health Check assessments</b> NHS Health Check competency: Communication with GP NOS: CHS221 Report results from healthcare investigations			
Learning outcome	Demonstrating competence	Evidence of achieving competencies	Assessor's signature and date
<b>1. Able to collate data following NHS Health Check assessments</b>	1. Can explain the importance of recognising when the check is complete.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature:
	2. Can collate results from a complete check using the approved protocols and procedures.	Observed by assessor as part of Learner's normal work duties.	
<b>2. Able to process data following NHS Health Check assessments</b>	1. 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.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	Date:  Assessor's Signature
	2. Can describe the authorisation protocols and procedures required for issuing reports.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can list the protocols and	Assessment of knowledge and	

<b>Unit 10: Communicate results from NHS Health Check assessments</b> NHS Health Check competency: Communication with GP NOS: CHS221 Report results from healthcare investigations			
	procedures for providing verbal reports to authorised recipients.	understanding during 1:1 assessment with assessor or through group work.	
	4. Can identify how to recognise situations where there is a need for urgent reporting of results to colleagues or key stakeholders.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	5. Can check that the identity of the client and the results for the appropriate check match.	Observed by assessor as part of learner's normal work duties.	
	6. Can check the accuracy of results using defined validation criteria, identify any anomalous results and take the appropriate action.	Observed by assessor as part of learner's normal work duties.	
	7. Can identify the range of normal values and the significance of normal and abnormal results during the check.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	8. Can check the correlation of results with the client's information.	Observed by assessor as part of learner's normal work duties.	
	9. Can transfer results into a database or other record in preparation for hard copy or electronic reporting, where applicable.	Observed by assessor as part of learner's normal work duties.	
<b>3. Able to report against data</b>	1. Can describe how and when to	Assessment of knowledge and	Date:

<b>Unit 10: Communicate results from NHS Health Check assessments</b> NHS Health Check competency: Communication with GP NOS: CHS221 Report results from healthcare investigations			
<b>collected during NHS Health Check assessments</b>	add additional statements to clarify results, in line with protocols and procedures, ensuring this does not change the meaning of the result.	understanding during 1:1 assessment with assessor or through group work.	Assessor's Signature:
	2. Can explain how to recognise anomalous results and the appropriate actions required.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	3. Can explain how and when to generate additional results.	Assessment of knowledge and understanding during 1:1 assessment with assessor or through group work.	
	4. Can consult, as appropriate, with colleagues to support, confirm or resolve any concerns in the reporting of results.	Observed by assessor as part of learner's normal work duties.	
	5. Can generate the report in the agreed format, using relevant data as appropriate.	Observed by assessor as part of learner's normal work duties.	
	6. Can confirm authorisation from relevant clients for the release of the report.	Observed by assessor as part of learner's normal work duties.	
	7. Can issue authorised reports in line with appropriate guidelines, protocols and procedures.	Observed by assessor as part of learner's normal work duties.	

## Appendix 1: Resources

The following resources can be downloaded or printed and used in the learner's portfolio for gathering evidence of achievements.

1. Learner's notes
2. Additional learning resources
3. Learner's reflections

### 1. Learner's notes

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

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

#### Workbook notes

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

## 2. Additional learning resources

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

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

### Additional learning resources

This section should be used to note down any additional learning resources or websites

