



Professional  
Assessment Ltd

Level 5  
Leader in  
Adult Care

(ST0008/AP01) February 2020

End-Point Assessment

Programme Duration:  
Typically 18 months





## The Independent End-Point Assessment

Once a successful gateway review has been completed, the training provider will notify Professional Assessment. We will then organise an assessment planning meeting with the employer and apprentice. Professional Assessment will advise all parties of the requirements of this meeting. At the planning stages, we will together, agree timings and dates for all the required assessment components. The end-point assessment begins when the EPAO confirms that the apprentice has successfully passed through the gateway and has achieved the L5 Diploma in Leadership and Management for Adult Care and Level 2 Functional Skills in English and Maths (or equivalent), unless in the opinion of the EPAO exceptional circumstances apply.



## Summary of the End-Point Assessment Process

The apprentice must be responsible for leading the care service and managing teams of carers to look after adults with care needs.

The apprentice will be assessed to the apprenticeship standard using two complementary assessment methods: method 1 – an observation of leadership; method 2 - a professional discussion. The assessments are synoptic and take a view of the overall performance of the apprentice in their specific job role. The assessment activities can be completed in either order within the three month end-point assessment period. Both assessment methods are equally weighted in their contribution to the overall grade.





## Observation of Leadership

- This assessment method must include the ability for the apprentice to demonstrate leadership to an organisational audience. The apprentice must lead the observed activity which will be agreed in advance by the EPAO, employer and apprentice.
- It must be based on real-life improvement to the apprentice's employer and the people who use their services.
- The apprentice can prepare for the activity in advance of the assessment. Examples of observed activities could include:
  - Service development/improvement plans, for example: presenting or reporting on frontline delivery work in supporting those who use services to improve outcomes.
  - A response to regulatory and legislative requirements, for example: working with external partners, funders, stakeholders. In the form of a meeting to plan for changes to service provision based on regulatory and legislative requirements arising from inspections.
  - Development of service provision, for example, this may be in the form of presenting some information or analysing data in relation to evidence based practice to develop or improve the service provision.
  - Setting up new service provision, for example, presenting outcomes from market research in relation to unmet need, financial viability and local strategic direction. This could include invitations tender applications.
  - When and how to trigger a best interest meeting, who should be involved and what their roles and responsibilities should be. For example, preparing for a best interest meeting, the rationale around the need to trigger the meeting and interrogating internal procedures and processes in relation to this.
- The observation will typically last for 75 minutes, comprised of 60 minutes direct observation plus 15 minutes of post-observation questioning.
- The apprentice will be asked a minimum of 4 questions following the observation.
- Webinar or video conferencing software can be used if agreed in advance by the employer and EPAO.
- The employer, apprentice and EPAO must comply with the requirements of the GDPR and all other safeguarding duties.





## Professional Discussion

- The professional discussion is an in-depth discussion between the apprentice and the end-point assessor.
- The professional discussion assessment time is 60 minutes.
- The apprentice will be asked a minimum of 1 question from each of the following groups with follow up questions for clarity:
  - Tasks and responsibilities.
  - Dignity and human rights.
  - Communication.
  - Safeguarding.
  - Health and wellbeing.
  - Professional development.
  - Leadership.
- Webinar or video conferencing software can be used for the assessment.



# Completion

In order to pass, the apprentice is required to pass each of the assessments. Apprentices who fail one or more assessment methods will be offered the opportunity to take a resit or retake. A resit does not require further learning, whereas a retake does. Following a resit or retake the apprentice will be awarded a maximum grade of pass, unless the EPAO determines exceptional circumstances.

An apprentice who fails an assessment method, and therefore the EPA in the first instance, will be required to resit or retake any failed assessment method only. The timescales for a resit or retake is agreed between the employer and EPAO. A resit is typically taken within 3 months of the EPA outcome notification. The timescale for a retake is dependent on how much re-training is required and is typically taken within 6 months of the EPA outcome notification.

For more information on grading criteria please refer to the apprenticeship standard assessment plan by searching via:

<https://www.instituteforapprenticeships.org/apprenticeship-standards/>

and for more information on resits, retakes and cancellations please

contact: [info@professionalassessment.co.uk](mailto:info@professionalassessment.co.uk)



## Grading

To achieve a pass overall, the apprentice must achieve a pass in both assessment methods by meeting all the pass descriptors.

To achieve a distinction overall, the apprentice must achieve a distinction in the professional discussion by meeting at least 21 of the 26 distinction criteria.

The grades from individual assessment methods will be combined in the following ways to determine the final grade:

Observation of Leadership	Professional Discussion	Overall Grading
Fail	Fail	Fail
Pass	Fail	Fail
Fail	Pass	Fail
Fail	Distinction	Fail
Pass	Pass	Pass
Pass	Distinction	Distinction

# Independent End-Point Assessment Organisations

Professional Assessment is a registered end-point assessment organisation.

Professional Assessment is responsible for ensuring assessments are conducted fairly and that assessments are valid, reliable and consistent.

...find out more

Email: [info@professionalassessment.co.uk](mailto:info@professionalassessment.co.uk)

Call: **0800 160 1899**

Visit: [professionalassessment.co.uk](http://professionalassessment.co.uk)



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