Professional Assessment Ltd

Apprenticeship Assessment Guidance and Specification for Adult Care Worker ST0005 v2.0 Level 2



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Summary of Revisions to Assessment Guidance and Specification

Summary of Revisions	Assessment Plan Revised Version Number	Date of Revision
Nothing yet.		

Overview

The assessment guidance in this specification relates to the Level 2 Adult Care Worker Apprenticeship ST0005 version 2.0. The occupational standard and assessment plan have been revised under the 2025/2026 apprenticeship assessment reforms **for all new starts from 26/05/2026**. It replaces version 1.3 and all other previous versions.

The apprenticeship is at Level 2 and is for apprentices who interact with a range of colleagues including multi-disciplinary teams, families, clinical practitioners, social workers, regulators, advocates and other professionals. They usually report to a supervisor or shift team leader and will be able to work with minimum supervision.

The broad purpose of the occupation is to enhance the well-being, independence, and dignity of individuals requiring care and support. Adult care workers play a crucial role in helping people overcome challenges and lead fulfilling lives. Their duties vary based on the services provided and the specific needs of each individual. These duties can include practical support, such as meal preparation and personal care, as well as emotional and social support. The aim is to help individuals achieve their personal goals and live as independently and safely as possible, ensuring they have control and choice in their lives, which is central to person-centred care.

This occupation is found in residential, nursing homes, domiciliary care, day centres, clinical settings, personal assistance or a person's own home.

Adult care workers often work shift systems. Depending on the size of the organisation, they may be required to work on their own, or they may work as part of a wider team and may work overnight and have flexible working patterns.

An employee in this role is responsible for:

- Adhering to company procedures, processes, and priorities.
- Supporting adults with personal care, promoting independence, monitoring health, preparing meals, assisting with mobility, providing emotional support and encouraging social engagement.
- Implementing person-centred approaches.
- Maintaining accurate records.
- Complying with health, safety, safeguarding, and environmental regulations and guidelines.
- Using appropriate personal protective equipment (PPE), tools, and equipment.

All tasks must be completed safely and efficiently, following the directions of supervisory staff.

The typical duration of the apprenticeship is 12 months.

The overall apprenticeship is graded as fail, or pass.

To achieve the apprenticeship certificate, apprentices are required to successfully complete the:

- Level 2 Adult Social Care Certificate qualification.
- On-programme period of training and development, including achievement of English and maths qualifications in line with the apprenticeship funding rules.

The purpose of the assessment is to confirm that apprentices have met the required level of knowledge, skills and behavioural standards set by employers. The certificate for the apprenticeship is awarded by Skills England through a process administered by the Department for Education (DfE).

The standard and accompanying assessment plan can be accessed here.

Apprenticeship Title	Adult Care Worker
Level	2
Standard Number	ST0005 v2.0
LARS Number	119
Named EQA organisation	Ofqual
Duration of Apprenticeship	Typically, 12 months but the actual length of the apprenticeship will be decided by the employer.
Entry Requirements	Employees must be aged over 16 and work in Adult Social Care to complete the mandatory Adult Social Care Certificate qualification.
Mandated Qualifications within the Standard	To meet the apprenticeship standard, apprentices must achieve: ➢ Level 2 Adult Social Care Certificate Qualification. ➢ English and maths qualifications in line with the apprenticeship funding rules.
Date the Assessment Plan is Scheduled for Review	This standard should be reviewed in accordance with Skills England's change request policy.

References to third-party material made in this specification are made in good faith. Professional Assessment Ltd does not endorse, approve, or accept responsibility for the content of materials, which may be subject to change, or any opinions expressed therein. (Materials may include textbooks, journals, magazines and other publications and websites.) All information in this specification is correct at time of publication.

Introduction

This specification contains the relevant information and guidance required of apprentices to achieve the assessment for the Adult Care Worker Apprenticeship ST0005 version 2.0 and should be used in conjunction with the Adult Care Worker Apprenticeship Padlet[1] –Assessment Information for, Centres, Assessors, Employers and Apprentices.

Completion of this apprenticeship will certify achievement of all the technical knowledge and skills, and employability skills and behaviours as required by the assessment plan.

[1] A Padlet is an on-line wiki-based resource, made available to all PAL clients. Resources are updated centrally, so the latest information can be accessed via the Padlet.

Apprenticeship Standard Objective

The overall goal of the assessment is to ensure that the apprentice has met the required level of knowledge, skills and behaviours set by employers and approved by Skills England, and that they are able to demonstrate these reliably and effectively, to an appropriate degree for the level of the standard.

Progression

On completion of the apprenticeship, the typical progression routes will likely include employment or progression onto another skills product such as the Level 3 Lead Adult Care Worker apprenticeship.

Who is Professional Assessment (PAL)?

PAL provides services for Centres, to include training providers, colleges and employers, involved in the delivery of apprenticeships and adult learning. Our offer includes:

- A range of qualifications tailored to sector and employer needs.
- Assessment for a wide range of apprenticeship standards, including foundation apprenticeships. Our dedicated team offers national coverage and has built up extensive experience in administering the latest assessments.

The link to our website can be located by clicking here.

Language of assessment

All components of the apprenticeship assessment will be conducted in English.

Apprentices may be assessed in British Sign Language where it is permitted for the purpose of reasonable adjustment.

For further information on special considerations and reasonable adjustments please refer to PAL's Special Considerations and Reasonable Adjustments policy which can be found on PAL's website.

Centre Approval Requirements

Prospective Centres must apply to become an approved Centre in order to deliver this apprenticeship due to the mandatory Adult Social Care Certificate Qualification. Please refer to PAL's Centre Approval Guide which is available on request.

Centre Staffing

For the mandatory Adult Social Care Certificate Qualification, Centre tutors, assessors and internal verifiers are required as a team to have a combination of appropriate competences in learning, assessment, and internal quality assurance methodologies together with knowledge and experience of Adult Care practice.

This requires tutors, assessors, and internal verifiers to demonstrate occupational competence in Adult Care at the appropriate level. At Level 2, Centre staff are required to have knowledge, understanding and skills in Adult Care.

The list of recognised assessor qualifications can be found in Appendix B of the Skills for Care and Development assessment principles.

Assessment

To achieve the Adult Care Worker Apprenticeship, the apprentice must complete the mandatory Adult Social Care Certificate Qualification before the end of the apprenticeship. This qualification will assess the knowledge, skills and behaviours as shown in Table 1 below. The apprentice is not required to undertake any additional assessments.

Please refer to the PAL Level 2 Adult Social Care Certificate Qualification Specification for further information about the mandatory qualification.

Knowledge (K), Skills (S) and Behaviours (B)

Table 1 shows the knowledge (K), technical skills (S) and behaviours (B) in the Adult Care Worker Apprenticeship. These knowledge, skills and behaviours will be solely assessed by the Level 2 Adult Social Care Certificate Qualification.

Table 1: Knowledge, Skills and Behaviours

Knowledge (K), Skills (S) and Behaviours (B)	
K1	National standards, organisational policies and procedures, codes of conduct and ways of working that relate to own role.
K2	National legislation, policies and guidance in adult social care relating to health and safety within the scope of own role.
K3	Human rights, equality legislation, organisational policies relating to equity, diversity and inclusion, where those with lived experience and colleagues are treated with dignity, respect and the impact on own role.
K4	Principles of a 'duty of candour' and 'duty of care'.
K5	Local safeguarding board policies and procedures relating to safeguarding of adults in social care settings and how to escalate safeguarding concerns, including disclosures involving children and young people.
K6	The signs and types of abuse and neglect and ways to reduce the risk of abuse or neglect of individuals in adult social care settings.
K7	Person-centred, co-produced approaches to develop relationships with individuals that support their health and wellbeing.
K8	Principles of positive risk-taking, including taking a person-centred approach to safety and contributing to risk assessments.
K9	Principles of positive and proactive care and support for those with lived experience, including techniques to proactively avoid or reduce escalation, de-escalate and manage conflict, and when and how to report concerns.
K10	Information, advice, and guidance activities which assist individuals being supported or their legally designated individual to make independent and informed choices from options available to them.
K11	The needs of those with lived experience and associated cognitive and physical conditions that impact their care and wellbeing.
K12	Meaning of 'capacity' and how an individual's capacity determines their ability to make informed decisions about their needs.
K13	Signs and symptoms of changes in the physical, mental capacity, mental health and wellbeing of individuals with lived experience and ways to monitor, record and report changes.

Knowledge (K), Skills (S) and Behaviours (B)	
K14	How to communicate using verbal, written, non-verbal and digital methods to convey information responding to the needs of individuals, stakeholders and family members using person-centred approaches that are adaptable.
K15	Sources of internal and external support to help develop personal resilience and maintain wellbeing.
K16	Legal and organisational guidelines and policies for maintaining the security of information and data.
K17	Developments in digital working, communication and software.
K18	Sustainable working practices, including the efficient use of resources and how to recycle, reuse and safely dispose of waste in line with organisational policies.
K19	The Importance of continuous professional development, the benefits of lifelong learning and the links to relevant standards.
K20	The process for agreeing a personal development plan incorporating goal setting and career opportunities, feedback from supervision and other sources of support.
K21	How literacy, numeracy and communication skills impact on own role and sources of support to check own levels.
K22	Principles of safe and effective administration of medicines in accordance with national and organisational policies and the limitations of own role.
S1	Apply national standards, organisational policies and procedures, codes of conduct and ways of working that apply to own role.
S2	Follow national legislation, policies and guidance in adult social care settings, relating to health and safety within the scope of own role.
S3	Consider the human rights of individuals in adult social care settings, in line with organisational policies relating to equity, diversity and inclusion to support an open culture.
S4	Demonstrate a duty of candour, and duty of care acting in the best interest of individuals to ensure they do not come to harm.
S5	Apply a person-centred, co-produced approach when developing relationships with individuals to support their health and wellbeing.
S6	Assist with conducting risk assessments, which focus on positive risk taking, to ensure the safety of yourself and others.
S7	Apply the principles of positive and proactive care and support for those with lived experience to proactively avoid or reduce escalation, de-escalate, and manage conflict.
S8	Customise information, advice and guidance to individuals with or without capacity or their representative to make informed, independent choices and decisions.
S9	Adapt approach to care and support for individuals with lived experience to meet their current and evolving cognitive and physical needs and conditions.
S10	Recognise and respect how an individual's capacity determines their ability to make informed decisions about their needs.
S11	Identify and respond to signs and symptoms of changes in the physical and mental capacity, mental health and wellbeing of those with lived experience, and monitor, record and report changes.
S12	Use appropriate communication methods that are adapted to respond to the needs of individuals, stakeholders and family members in adult social care settings, including verbal, written, non-verbal and digital communication.
S13	Develop personal resilience and access support to maintain wellbeing of self.
S14	Use record keeping systems to maintain clear and accurate records of interactions with individuals, and others ensuring security of information and data.
S15	Apply methods of digital working and communication and new care technologies to support improvements in own work setting.
S16	Record learning opportunities in line with organisational policies that support lifelong learning and meet the relevant standards.
S17	Record, use feedback and supervision to improve own practice to identify and support the development of individual goals and career opportunities.

Knowledge (K), Skills (S) and Behaviours (B)	
S18	Contribute and agree to the personal development plan demonstrating support required for new learning goals and reflection on actual practice.
S19	Monitors safe and effective administration of medicines in accordance with national and organisational policies and the limitations of own role.
B1	Act in a person-centred, ethical and professional manner in the workplace.
B2	Build and maintain positive relationships with the individual and those important to them, colleagues and other professionals.
B3	Take an organised and situational approach to complete tasks in a timely manner.
B4	Take personal responsibility to develop knowledge and skills, resilience and wellbeing, and continually seek to improve performance.

Resits and Resubmissions

PAL's resit and resubmission policy and pricing policy are available on request from info@professionalassessment.co.uk.

Use of Artificial Intelligence (AI)

AI use refers to using AI tools to obtain information and content that might be used in work produced for assessments, which leads to approved recognition of competence and apprenticeship standard certification.

While the range of AI tools and their capabilities is likely to expand significantly in the near future, misuse of AI tools concerning any assessments at any time constitutes malpractice.

Apprentices are permitted to make use of Artificial Intelligence (AI) applications as research tools and for spelling and grammar checks. All use of AI **must** be acknowledged and referenced by the apprentice when submitting their assessment evidence. However, AI must **not** be used to replace the own work of the apprentice, and all assessment evidence must be confirmed as **authentic** apprentice work.

Any misuse of AI may be investigated as a potential case of malpractice.

PAL's AI Guidance, Plagiarism and Cheating policy and Maladministration and Malpractice policy are available on request from info@professionalassessment.co.uk

Plagiarism

Plagiarism is a specific form of cheating which applies to assignments or other types of written or recorded work completed by apprentices, where the work is meant to have been produced independently and be of their design. Plagiarism is the substantial, unacknowledged incorporation into an apprentice's work of materials derived from published or unpublished work by another person.

PAL takes all incidents of plagiarism seriously, especially those incidents which are a determined and deliberate attempt by the apprentice to gain marks for an assignment/project/report without having done a substantial portion of the work themselves. Copying of work can include work from external published sources, as well as that of other apprentices and work colleagues.

PAL's plagiarism and cheating policy is available on request from info@professionalassessment.co.uk

Enquiries, Appeals and Complaints,

Where apprentices are unhappy with the results of their assessment, the customer (either the employer or Centre) can enquire about the results.

Enquiry: An informal request for an explanation or clarification regarding an assessment decision or outcome.

Appeal: A formal request to review an assessment decision or outcome on the grounds that it may be inaccurate, unfair or inconsistent, or that the correct procedures were not followed.

Complaint: An expression of dissatisfaction about the standard or quality of service, behaviour, action or inaction by or on behalf of PAL.

PAL Appeals and Enquiries and Complaints Policies and Procedures are available on request from info@professionalassessment.co.uk

Maladministration and Malpractice

Maladministration generally refers to a system or administrative mistake or failure, which has the potential or does not affect the assessment process and as such is reportable.

Malpractice is a grave offence and where proven will result in immediate sanctions, disciplinary action and possible dismissal and notification to the regulator, notifying them of the malpractice and action taken. Malpractice is the term applied to any intentional and planned act to alter an assessment or quality assurance decision by changing/removing/not recording accurately or augmenting information.

PAL's Maladministration and Malpractice policy is available on request from info@professionalassessment.co.uk

Reasonable Adjustments

PAL's assessments are designed to be accessible, inclusive and non-discriminatory. All apprentices must be treated fairly and equally and be given every opportunity to achieve the apprenticeship.

Apprentices who require reasonable adjustments or special consideration should discuss their requirements with their Centre, who should refer to PAL's Reasonable Adjustments and Special Considerations policy for guidance.

PAL's Reasonable Adjustments and Special Considerations policy is available on request from info@professionalassessment.co.uk

Certification

The Centre is responsible for apprenticeship certification for the Adult Care Worker Apprenticeship.