

Title	Support a person with a disability to develop a personal plan to enhance individual lifestyle		
Level	3	Credits	5

Purpose	People credited with this unit standard are able to enhance the lifestyle of a person with a disability by contributing to the preparation, implementation, and review of a personal plan.
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Classification	Health, Disability, and Aged Support > Supporting People with Disabilities
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Available grade	Achieved
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Guidance Information

- 1 Legislation and Code relevant to this unit standard include but are not limited to:
 - Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations 1996 (the Code of Rights);
 - Health and Disability Services (Safety) Act 2001;
 - Health and Safety at Work Act 2015;
 - Human Rights Act 1993;
 - Privacy Act 1993;
 - all available at <http://www.legislation.govt.nz/>.
- 2 New Zealand Standards relevant to this unit standard:
 - NZS 8134.0:2008 *Health and disability services (general) Standard*;
 - NZS 8134.1:2008 *Health and disability services (core) Standards*;
 - NZS 8158:2012 *Home and Community support sector Standard*, available at <https://www.standards.co.nz/>.
- 3 Definitions:
 - *Health or wellbeing setting* includes but is not limited to: the aged care, acute care, community support, disability, mental health, rehabilitation, social services and youth development sectors.
 - *Organisational policies and procedures* – policies, procedures and methodologies of an organisation. They include legislative and regulatory requirements which may apply across an organisation, a specific site, or a workplace. Requirements are documented in organisational health and safety plans, contract work programmes, quality assurance programmes, policies and procedural documents such as job descriptors and employment contracts.
 - *A personal plan* is a written document, created in consultation with the person being supported, family and whānau and other support workers or via an advocate.

- *Person* – a person accessing services. Other terms used for ‘person’ may include client, consumer, customer, patient, individual, resident, tūroro or tangata whai ora.
 - *Lifestyle areas* may include but are not limited to – social, physical, educational, vocational, cultural, spiritual.
 - *Preparation for personal planning* may refer to ascertaining communication methods, scene setting, sourcing an advocate, involving family/whānau and building relationship with the person being supported.
 - *Principles of personal planning* refers to the person being central to the plan, commitment to inclusion and equality, facilitation, plan being led by aspirations and having a positive focus.
 - *Support* should aim to maintain, improve, or restore a person’s independence by utilising existing strengths and appropriate resources; but may include providing assistance to enable a person’s health and wellbeing needs to be met.
- 4 Demonstration of knowledge and skills must be in accordance with relevant workplace policies and procedures and within the boundaries of the support worker’s role.
- 5 Evidence for the practical components of this unit standard must be gathered in a health or wellbeing setting and with a person with disability.

Outcomes and performance criteria

Outcome 1

Contribute to preparing a personal plan to enhance the lifestyle of a person with disability.

Range evidence is required for three lifestyle areas.

Performance criteria

- 1.1 Preparation for personal planning is undertaken.
- 1.2 Planning methods enable the person to describe and prioritise their personal goals, wishes, aspirations, and abilities.
- 1.3 Personal goals, wishes, aspirations, and abilities are established and documented.
- 1.4 Available support networks are identified in accordance with the person’s goals, wishes, aspirations and abilities.
- 1.5 The established plan is controlled and approved by the person, either directly or via their advocate.

Outcome 2

Contribute to implementing a personal plan to enhance the lifestyle of a person with disability.

Performance criteria

- 2.1 The support worker's role and function of in the implementation of the plan is identified.
- 2.2 Involvement in implementing the personal plan is in accordance with the support worker's role and function in the plan.

Outcome 3

Contribute to reviewing a personal plan to enhance the lifestyle of a person with disability.

Range contribution is in accordance with the person's goals, wishes, aspirations, and abilities, the nature and level of support required, with the support worker's role and function in the plan, and actual outcomes versus desired outcomes.

Performance criteria

- 3.1 Personal plan is reviewed.
- 3.2 Personal plan is amended if appropriate.
- 3.3 The reviewed personal plan is controlled and approved by the person, either directly or via their advocate.
- 3.4 Involvement in the review of the plan is in accordance with principles of personal planning.

Planned review date	31 December 2025
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 March 2008	31 December 2017
Review	2	16 April 2015	31 December 2022
Rollover and Revision	3	24 October 2019	31 December 2022
Review	4	MM 2020	

Consent and Moderation Requirements (CMR) reference	0024
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This CMR can be accessed at <https://www.nzqa.govt.nz/framework/search/index.do>

Comments on this unit standard

Please contact Careerforce info@careerforce.org.nz if you wish to suggest changes to the content of this unit standard.