

Explaining your registration requirements.

Bringing CPL to life for Newly Qualified Social Workers.

nqswproject@sssc.uk.com

digitallearning@sssc.uk.com

Welcome to the session

This session will:

help you understand and meet your Continuous Professional Learning (CPL) requirements.

signpost a range of helpful resources that will support your journey.



Continuous Professional Learning (CPL) is changing.

We introduced new continuous professional learning requirements (CPL) for any NQSW registering from June 2024.

If you registered before June 2024 then continue to meet the requirements as set out in your letter. You do not have to change to the new approach.

For the next 18-24 months two parallel systems will be in place.

If you have any questions about your CPL registration requirements, please contact registration@sssc.uk.com



Using this presentation

Read the general information and then choose the appropriate section for specific information on how to meet your CPL requirements

- Section 2 is for NQSWs registered before June 2024 and not already part of the NQSW Supported Year
- Section 3 is for all NQSWs registered from June 2024

Make sure you also check out the resources section to support your learning journey.



The SSSC - who we are and what we do

We are the regulator for the social work, social care and children and young people workforce in Scotland. Our work means the people of Scotland can count on social work, social care and children and young people services being provided by a trusted, skilled, confident and valued workforce.

- Publish the national codes of practice for people working in social work, social care and children and young people services and their employers
- Register people working in social work, social care and early years and make sure they adhere to our codes of practice
- Promote and regulate their learning and development
- Lead workforce development and planning for this workforce and provide national statistics



Being a social worker

'the title 'social worker' has been reserved and protected in law to only those who possess an 'entitling professional qualification in social work'

(Regulation of Care (Scotland) Act 2001, s77)

This means you must be registered with the SSSC to lawfully call you yourself a social worker in Scotland and to carry out the role and function.

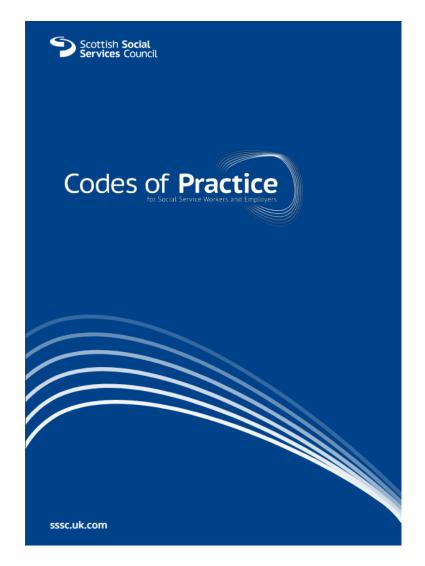


Being registered

The SSSC Codes of Practice (the Codes) set out:

the standards of practice and behaviour expected of everyone who works in social services in Scotland

the standards expected of employers of social service workers in Scotland





What is CPL and why is it important?

Continuous professional learning is a requirement.

As registered social workers, we

- take responsibility for our own learning and development
- maintain, develop and update effective knowledge, skills and values

This helps us to bring good practice when working alongside people who use services, their families and carers.



Section 2 is for:

NQSWs registered before June 2024 or are not part of the NQSW Supported Year



NQSW CPL registration requirements

Registered before June 2024

Must complete a minimum of 144 hours of learning and development activity within your registration period.

A minimum of 30 hours focused on working effectively with colleagues and other professionals to identify, assess and manage risk to vulnerable groups (i.e. protecting children **and** adults from harm regardless of the setting).

Maintain a record of learning.

Submit signed record of achievement form within following two months.



Timescales for NQSW CPL

- working 35 (+) hours per week = evidence CPL during first 12 months from registration and submit to SSSC by 14 months.
- working less than 35 hours per week = evidence CPL during first 18 months from registration and submit to SSSC by 20 months.
- CPL registration requirements are linked to registration date not employment start date.



Learning includes

A range of formal and informal relevant learning opportunities

- induction activities, shadowing colleagues, team meetings, supervision
- completing specific formal and informal training courses
- professional discussions with colleagues, other professionals and people who use services
- self-directed learning including reading, independent study, online research/study
- experiential, action or enquiry-based learning
- leading or engaging in practitioner enquiry/action research.

Training and learning undertaken from the point of SSSC registration.

Time spent reflecting on relevant training and learning that occurred before registration



What's important

You need to evidence consolidation of your knowledge, skills and values.

For the CPL you are reflecting on:

- what you have learned
- how you have put this learning into practice in your job
- how your learning has contributed to and advanced your professional development and that of others (where applicable).

You decide how many learning hours to attribute to each activity other than for formal training where you claim 6 hours per day.



Recording your learning – registrations before June 2024

Capture your learning as you go – keeps it authentic and meaningful for you.

You can record some or all your CPL on the Record of Achievement form.

The record of achievement form asks you to:

'Please reflect on how this learning helped consolidate your social work knowledge, skills and values'.

'Please reflect on how this learning has assisted you to contribute to the protection of children and adults from harm'.



Submitting your CPL record

The SSSC will contact you at the end of your NQSW period and ask you to submit a completed and signed NQSW Record of Achievement form.

The forms contains the declaration to be signed by you and your supervisor, so it must be submitted even if learning is stored elsewhere.

You can use the document tile in your MySSSC account to upload your submission or email it to registration@sssc.uk.com

Details will be in the communication sent to you.



What happens next

The Record of Achievement form will be checked to make sure entries are within dates of registration and meet required number of hours.

Learning and development advisers will read submission and form a judgement on whether there is evidence of consolidation of knowledge, skills and values.

If yes - standard communication confirming requirements met.

If no – specific feedback on what needs to be included to meet requirements and timescale for submission.



Reasons why we ask for supplementary information

Shortfall in required hours.

Claims outside registration dates/ duplication of entries.

Lack of consolidation – lots of description but missing reflection on what this learning means for your practice.

Missing evidence of learning to do with either child or adult protection – both are required.

Hours relating to task as opposed to the learning.

Evidence primarily coming from one source rather than a range of sources.

Example – extract from completed Record of Achievement form

15/03/21	14/01/22	35	Various – detailed in MyLearning log	Detailed in MyLearning Log – link/ attachment below
15/07/21	17/07/21	10	Adult Protection - Level 1 - This training provided information for new practitioners from a range of disciplines about collaborative working, legislation and identifying and responding to adult protection issues. Followed up with self-directed study, refreshing my knowledge of agency policy and procedure.	I had very limited prior knowledge of adult protection and this training was useful in developing my awareness of the types of abuse, vulnerability and risk in relation to vulnerable adults. There was a lot of new information to take in as 3 major pieces of legislation were considered - Adult Support and Protection (Scotland) Act 2007. Adults with Incapacity Act (2000) and Mental Health (Care and Treatment) (Scotland) Act 2003. Working with case studies demonstrated the complexity of the legislation and issues of rights and protection. I was able to reflect on the principles underpinning the legislation, the duties and powers within the legislation and the different orders. I was also able to compare this with child protection and the importance of ensuring individuals are informed of their rights and have proper access to advocates. I followed this training up by rereading our policies and procedures. This learning was very helpful as I was able to explain the process to a parent and pass on concerns to colleagues in adult services about a vulnerable person possibly at risk of financial abuse.
07/09/21	07/09/21	4	SSSC Domestic abuse awareness OpenBadge	Detail in OpenBadge submission – link below

Add lines as required

I recorded all or part of my CPL using MyLearning app and have uploaded the log to MySSSC or inserted a link here https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.badges.sssc.uk.com%2Fwp-content%2Fuploads%2F2022%2F03%2Fuser_logs_e-w-	Yes
I have completed some OpenBadges as part of my CPL and have inserted an accessible link here https://www.badges.sssc.uk.com/portfolio/aa123/	Yes



Document links

Record of achievement form template

<u>Guidance on meeting CPL requirements</u> for registration before June 2024

Examples of completed Record of Achievement forms

Guidance on sharing <u>MyLearning and OpenBadge</u> links to record of achievement forms



Section 3 is for:

NQSWs registered from June 2024 or are part of the NQSW Supported Year



NQSW Supported Year - briefly

From October 2024, employers will implement a best practice approach which aims to ensure that all NQSWs entering the workforce have access to support and development opportunities which consolidate social work education and develop professional identity and social work practice.

Builds on existing employer support for NQSWs

- Induction
- Professional supervision
- Profession development discussions
- Continuous professional learning opportunities
- Protected caseload
- Protected learning time
- Peer support and mentoring



Definitions of employer support:

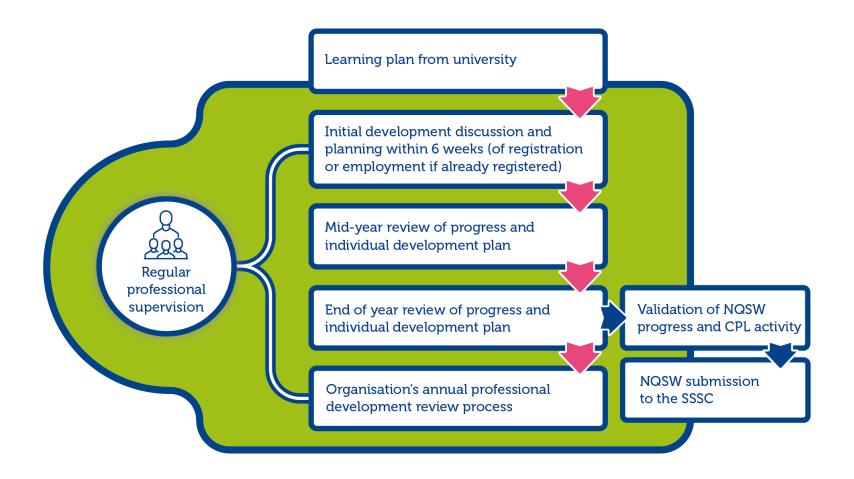
an employer's commitment to newly qualified social workers.

September 2023

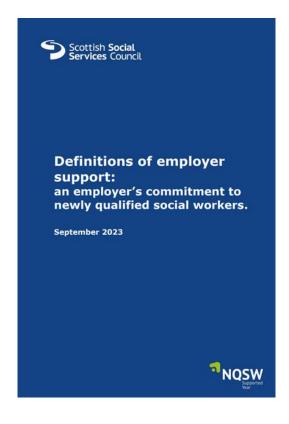


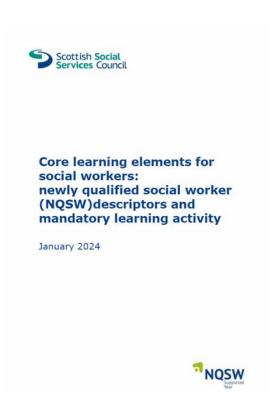


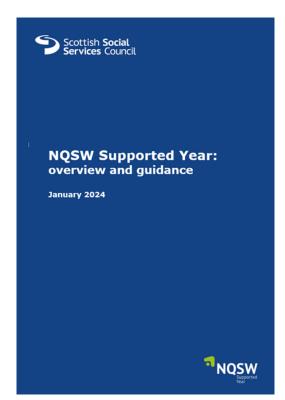
Overview NQSW Supported Year approach



Key documents published









CPL and the **NQSW** Supported Year

The SSSC sets CPL requirements for the registered workforce.

All NQSW, regardless of setting must meet the CPL requirements through the mandatory learning activity from June 2024.

The NQSW Supported Year is a Scottish Government initiative to improve experience of NQSWs in the workforce.

From October 1 employers must provide employer support for NQSWs and adopt an agreed approach to supervision and professional development.

Soft implementation - employers at different stages of planning implementation, likely to take at least 3 years to fully embed NQSW Supported Year.

The NQSW Supported Year will enhance the NQSWs learning experience and how they meet their CPL requirements,

however

NQSW can meet their CPL requirements without the NQSW Supported Year being in place.



So how do I meet my CPL requirements?

Mandatory learning activity is framed around <u>Core learning elements for social workers</u>

- Ethics, values and rights-based practice
- 2. Communication, engagement and relationship-based professional practice
- 3. Critical thinking, professional judgement and decision-making
- 4. Promoting wellbeing, support and protection
- 5. Working with complexity in unpredictable and ambiguous contexts
- 6. Use of knowledge, research and evidence in practice
- 7. Self-awareness and reflexivity
- 8. Professional leadership.





Mandatory learning activity

Different tasks are linked to each core learning element, You must complete all activity to meet requirements.

	Core learning elements							
	01	O2 Print		04	05	06	07	202
	Ethics, values and rights-based practice	Communication, engagement and relationship- based professional practice	Critical thinking, professional judgement, and decision making	Promoting wellbeing, support, and protection	Working with complexity in unpredictable and ambiguous contexts	Use of knowledge, research, and evidence in practice	Self-awareness and reflexivity	Professional leadership
	Intersectionality and anti- discriminatory practice	Trauma-informed practice	Critical thinking and analysis	Child protection	Working with risk	Using evidence to inform practice	Resilience and wellbeing	Professional identity
Mandatory learning activity	Rights based practice	Communication, engagement, and empowerment	Decision making	Adult support and protection	Working with conflict	Applying knowledge of approaches and interventions	Critical reflection and reflexivity	Leadership
	Applying knowledge of social inequality and systemic oppression	Relationship-based practice			Professional curiosity and challenge			



Critical thinking, professional judgement and decision making - develop competence and confidence in applying critical thinking, analysis, research, and best practice to inform professional judgement and decision making in all areas of practice including assessment and review.

Focus 3.1 Critical thinking and analysis.

Example

Mandatory learning activity

Complete the activities in IRISS course 'Writing analysis in social care.'

Critically reflect on report writing comparing one of your own reports with one completed by an experienced practitioner. Compare how information has been analysed and presented in the reports and identify best practice and points of learning.

Identify how you ensure that your writing reflects the interests and perspectives of the people about whom you are writing. Discuss with a colleague or supervisor.

Read practitioner guidance on chronologies. Complete a chronology, review it with a colleague or supervisor and reflect on the importance of this tool in your practice.

Reflect on a situation where you have shared your thinking and analysis in a formal setting. Explore your feelings about undertaking this task. Identify actions you can take next time you are in this situation.

Please note, this mandatory learning activity relates most closely to core learning element 3: critical thinking, professional judgement and decision making but all core learning elements are interconnected and should be considered holistically.



Timescales

- working 35 (+) hours per week = complete mandatory learning activity during first 12 months from registration and submit to SSSC by 14 months
- working less than 35 hours per week = complete mandatory learning activity during first 18 months from registration and submit to SSSC by 20 months
- CPL timescales are linked to registration date not employment start date.



Registrations from June - things all NQSWs must do

1. Complete the NQSW CPL review template

All NQSW must use the SSSC paperwork

2. Critically self-assessment against core learning elements

• Complete self-assessment at 3 stages

3. Plan and review learning during the year

 Use Individual learning plan (IPD) section to plan and review learning activity with your supervisor

4. Share evidence of learning with your supervisor as you go along

- Save evidence of the mandatory learning activities in a way that can be easily shared with your supervisor or employer such as a MS Teams folder or MyLearning app.
- List or link to evidence in the NQSW CPL review template.

5. Get sign off from your supervisor and employer

 Arrange for your supervisor and employer to validate and endorse your mandatory learning activity.

6. Use the extension request form

• If you need an extension, please follow the process.

Recording your CPL learning journey

Use the NQSW CPL review template.

Complete part one – (development discussion dates for NQSW Supported Year).

Complete the self-assessment at the beginning, middle and end of your first 12- or 18- months of registration.

List or link to relevant learning on the mandatory learning activity.

Use the IDP section of the NQSW CPL review template to plan and review your learning across the year.

Save evidence of learning in a way that is accessible and easily shared with your supervisor such as a MS Teams folder or MyLearning app.

Completing the NQSW CPL review template

NQSW Supported Year in place – complete all sections of template. Your supervisor will be active in planning and reviewing your professional development.

NQSW Supported Year not in place – complete as best you can, including:

part one – except development discussion dates.

self-assessment at the beginning, middle and end of first 12- or 18- months of registration.

list or link to evidence of the mandatory learning activity.

use the Individual Development Plan (IDP) section to plan and review learning across the year.



NQSW CPL review form – part one

Part one

NQSW name:	SSSC registration numb	SSSC registration number:					
SSSC registration date:	NQSW CPL registration	requirements due date:					
Initial development discussion date:	For those who						
Mid-year development discussion date:	are part of NQSW						
End of year development discussion date:	Supported Year						
Employer:	Position:						
Supervisor name:	SSSC registration number	SSSC registration number:					
Please record any changes to supervision arrangements below							
Supervisor name:	SSSC registration number:	From:					
Please record any changes to employment below							
Employer:	Position:	From:					



NQSW CPL review form – self-assessment

NQSW self-assessment

Please complete the following self-assessment and share with your supervisor in advance of the development discussion. The self-assessment will be critically reflective in nature. Rate how confident you are that you demonstrate each core learning element in practice on a scale of 1 - 10 with 1 (lowest) and 10 (highest) level of confidence.

Core learning element	Ethics, values and rights-based practice	Communication, engagement and relationship-based professional practice	Critical thinking, professional judgement and decision making	Promoting wellbeing, support and protection	Working with complexity in unpredictable and ambiguous contexts	Use of knowledge, research and evidence in practice	Self- awareness and reflexivity	Professional leadership
Confidence in demonstrating core element in practice on a scale of 1-								

Use this space to critically reflect on your rating and show analysis and evaluation, for example why did you rate 3 rather than 2 on a particular core learning element. What areas of your practice are strong and what areas require further development? Make sure you consider all core learning elements. Be honest in your self-assessment, we are all on a continuous professional learning journey.

Use this space to list or link to relevant evidence of learning relevant to your self-assessment. This could include evidence from the mandatory learning activity, formal training and/or informal learning, feedback and examples from practice.

Sampling and sign off

All NQSWs must keep a record of their mandatory learning activity that is easy to share with others.

This should be shared with your supervisor so they can validate your learning.

Your employer may wish to see evidence of learning before they endorse the form.

The SSSC may request to sample and will contact you if this is the case.



What do I need to submit?

The SSSC will contact you 12- or 18- months after you have registered and remind you to submit your forms in the next two months.

You need to submit:

NQSW CPL review template

Completed validation and endorsement form

You can use the document tile in your MySSSC account to upload your submission or email it to registration@sssc.uk.com

Details will be in the communication sent to you.



Helpful tips

Become familiar with the core learning elements for social workers: NQSW descriptors and mandatory learning activity.

Start planning your CPL journey as soon as possible.

Mandatory learning activity is made up of formal, informal, self-directed and work-based learning – some if it will happen as part of your induction to the team or service.

Put reminders in your diary to complete the self-assessment.

Agree with your supervisor how you will store evidence of the mandatory learning activity.

Share your learning and IDP with your supervisor regularly so they know how you are getting on and when you need help. SSS

Links to documents

<u>Core learning elements for social workers newly qualified social worker</u> (NQSW) descriptors and mandatory learning activity for registration from June 2024

NQSW continuous professional learning (CPL) review template

NQSW Supported Year overview and guidance 2024

Newly Qualified Social Worker (NQSW) <u>validation and endorsement</u> <u>form</u>

Guidance on sharing <u>MyLearning and OpenBadge</u> links to NQSW CPL review template

Extension request form



Some faqs



Remind me, how do I meet my CPL?

The options for NQSWs to meet their CPL requirements are as follows:

- 1. Applications to register up to 10 April 2024 NQSWs must evidence in line with relevant Registration Requirements 144hrs CPL including 30 hours child **and** adult protection and submit the Record of Achievement form signed by supervisor.
- 2. Early implementation of NQSW Supported Year. NQSWs continue with the agreed approach and paperwork. NQSWs registered between Feb June 2024, employers can ask NQSWs to move onto new CPL approach and paperwork.
- 3. Applications to register from 3 June 2024 all NQSWs must meet the mandatory learning activity and submit the NQSW CPL review form (completed in part or in full depending on NQSW Supported Year) and the Validation and Endorsement form signed by supervisor and employer.



Can I include learning from before my registration date?

If you have been asked to evidence 144 hours of CPL, this must be within your NQSW registration dates. For example, if you attended a relevant course before you registered, you can add an entry to the record of achievement form and attribute some time to reflecting on how the learning helped to consolidate your practice but not the 6 hours spent on the course.

The new CPL approach is about your professional development as a social worker rather than evidencing hours of learning, in some instances it may be very relevant to draw on learning that happened before your registration date.

Examples – 3.1 critical thinking and analysis. One of the tasks is to read practitioner guidance on chronologies, complete a chronology, review with a colleague and reflect on the importance of this tool in your practice. You may have read the guidance before you registered, the important part is completing the rest of the activity as an NQSW.

Similarly, 3.2 – describe a piece of research that helped to inform your decision making in practice – you might describe relevant research you carried out for an essay or your dissertation.

Why do the new forms refer to the NQSW Supported Year?

Some areas are currently involved in the implementation of the NQSW Supported Year. From October 2024, it will be the national approach for all registered NQSWs.

It means <u>employer support</u> is offered to NQSWs and builds on existing good practice.

It is your responsibility to meet your CPL requirements, but supervisors and employers will play a structured role in your professional development – it will enhance your learning experience.

Once fully operational, supervisors will be expected to meet NQSWs on at least three occasions during the initial registration to review and provide feedback on professional development.

They will be expected to complete their parts of the NQSW CPL review template.

What employers are currently involved in the NQSW Supported Year?

Dundee City Council

East Dunbartonshire Council

Edinburgh City Council

Fife Council

Inverclyde HSCP

North Lanarkshire Council

Perth & Kinross Council

South Ayrshire HSCP

SWIIS Foster Care Scotland

Shetland, Comhairle nan Eilean Siar, Argyll & Bute Council and Highland Council

Dumfries and Galloway Council

East Ayrshire Council

East Lothian Council

East Renfrewshire Council

Falkirk Council

Glasgow HSCP

North Ayrshire HSCP

Scottish Borders Council

South Lanarkshire HSCP

Stirling Council



Am I part of the NQSW Supported Year early implementation?

Your employer will let you know if you are participating in the NQSW Supported Year and what this means in your area.

NQSW CPL registration requirements remain the same for all NQSWs but how you evidence them will be slightly different and include feedback from others.

It is about formalising good practice and getting regular feedback on how you develop against the core learning elements for social workers in your professional practice.

This happens in lots of places already.



What if I am working in a role where I do not need to be registered as a social worker?

If you register as a social worker, you must complete the required CPL and submit the required documents regardless of setting.

What if the NQSW Supported Year is not available to me?

If you register from 3 June and the NQSW Supported Year is not in place yet, concentrate on completing the parts of the NQSW CPL review template most relevant to you – part one, the self-assessment, list or links to learning and the IDP. You still need to share evidence of your mandatory learning activity with your supervisor so they can validate your learning.

What if I need more time?

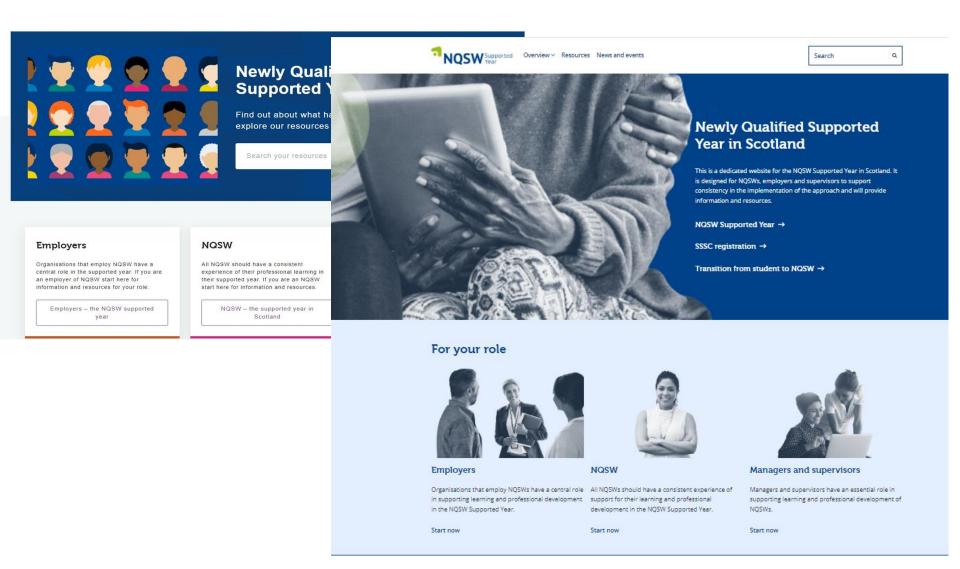
NQSWs are expected to maintain evidence of CPL. This is so it is of benefit to you and relates to your role and wider professional development. We have an extension process for NQSWs who require additional time.

Resources to support learning

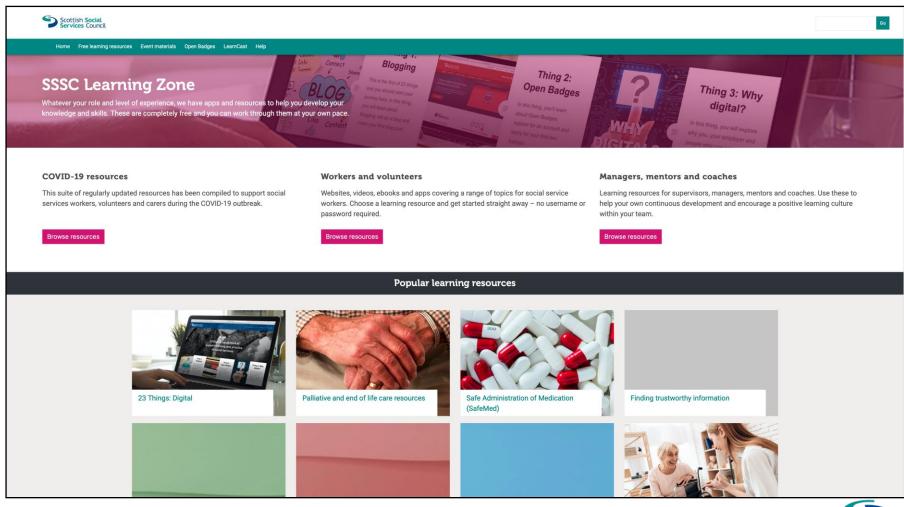


NQSW website

NQSW website will look different from June 2024 but has the same address www.nqsw.sssc.uk.com



SSSC learning zone



https://lms.learn.sssc.uk.com/





MyLearning

From the Scottish Social Services Council

Free, smartphone-based service.

Use the journal to capture and share evidence of CPL and mandatory learning activity learning.

Can type into journal, upload documents and pictures or audio and video recordings.

Can set learning targets and timescales.

Get reminders to complete mandatory learning activity.





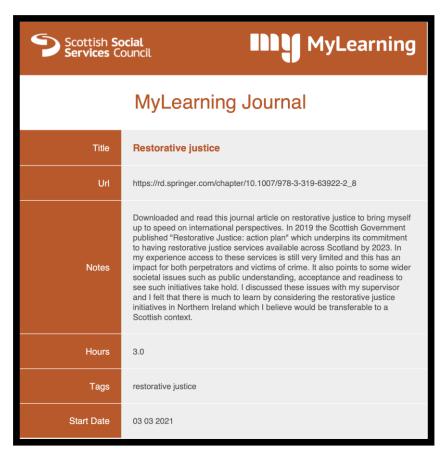


Tag learning activity to make it easier to sort.

Share all or some learning with others (e.g. supervisor/employers/ SSSC).

Revisit and add to learning journal at any time.

Reduces duplication - you only need to add the link to your Record of Achievement or NQSW CPL review template.



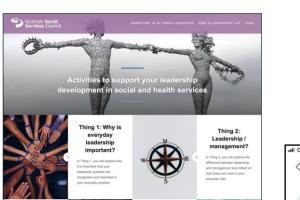


Some additional learning resources











Making better decisions













https://lms.learn.sssc.uk.com/ SSSC

Scenario based learning resources

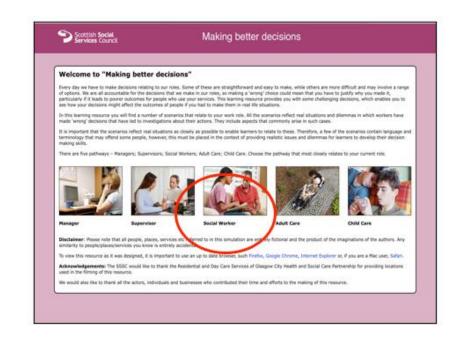
Developed by subject experts.

Can be used as a discussion tool.

Based on real events.

Four scenarios specific to social work.

MyLearning badge available for each scenario.





Domestic abuse awareness raising training (DAART)

Awareness raising tool for professionals.

Does not replace specialist training.

Could be used as part of your 'protecting people' component.

Make links to your role in a reflective account.



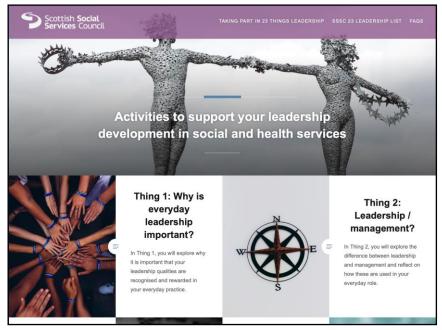


23 things for leadership

Help you gain and develop knowledge about leadership.

You can complete as many of the 23 activities as you like and at you own pace.

Contributes to evidence that you understand your leadership role.





Smartphone apps

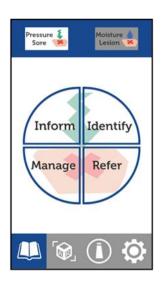
Designed for reference.

Augments rather than replaces learning.

Good for awareness/ up-todate knowledge.

Can be referenced as part of CPL learning logs.











Be me

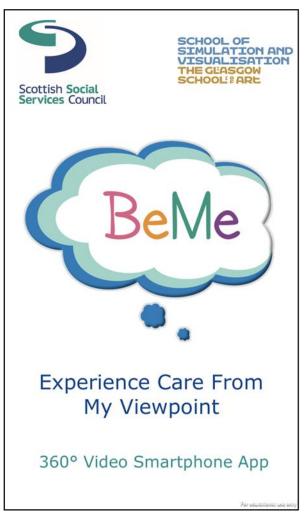
Experience what it feels like to receive care and support from people who need to get physically close to you.

Immersive experience with 360° video and audio.

Can be used on smartphone, does not require a VR headset.

Four scenarios and open badges.

Developed with Glasgow School of Art.





Changing times, changing perspectives

Captures important moments as a person with dementia moves from home to a care home.

Four episodes, each with learning activities.

Designed to help avoid 'process driven' approach.

Developed with Glasgow Health and Social Care Partnership.





MyLearning badges available.

Staying secure online

You have a responsibility, not just IT.

Will help you identify potential risks for service users.

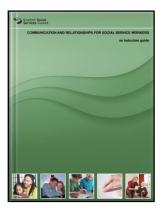
Relate this to your own organisational policy.

May also help you be safe in your home life.



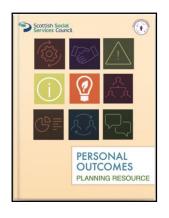


eBooks









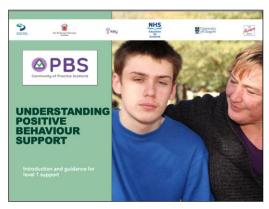


Induction guide:
Communication

Induction guide: Principles of care

Induction guide: Health and safety

Planning personal Palliative and outcomes end of life care



Understanding positive behaviour support





Thank you

Tel: 0345 60 30 891

Web: sssc.uk.com

Web: www.nqsw.sssc.uk.com

Email: nqswproject@sssc.uk.com

Facebook @thesssc | Twitter @SSSCnews | YouTube @sssctv