

Unit 63: Manage the Use of Physical Resources in a Health Setting

Level:	3
Unit type:	Optional
Credit value:	3
Guided learning hours:	20

Unit Aim

This unit is aimed at those who are responsible for controlling the use of physical resources in a health service.

The learner will have the opportunity to develop knowledge, understanding and skills required to manage and monitor expenditure and resource usage, in line with local policy and protocol.

Assessment requirements

This unit must be assessed in line with *Skills for Health Assessment Principles for Qualifications that Assess Occupational Competence* document. Detailed information can be found in *Annexe A* of the qualification specification.

Evidence for skills within learning outcomes 2 and 3 must come from real work activities.

Learning outcomes The learner will:	Assessment criteria The learner can:
1 Understand how to control the use of physical resources in a health setting in line with local policy and protocol	1.1 Explain the legislation, policies, standards, local ways of working, systems and codes of conduct that apply to own role in relation to expenditure control
	1.2 Explain organisational requirements for expenditure control, authorisation procedures and record keeping, including standing financial instructions
	1.3 Describe corrective action to take in response to actual variations from agreed budget
	1.4 Describe corrective action to take in response to potential variations from agreed budgets

Learning outcomes The learner will:	Assessment criteria The learner can:
	1.5 Describe how to respond to requests for additional expenditure, in line with local policy and protocol
	1.6 Explain the importance of effective expenditure control
	1.7 Explain the importance of accurate and comprehensive record keeping to expenditure control and systems to achieve this
2 Be able to advise team members on the control of expenditure and physical resource usage in a health setting	2.1 Prepare advisory information for team members on the control of expenditure and resource usage
	2.2 Set targets for team members to take responsibility for monitoring and controlling expenditure
3 Be able to monitor expenditure and physical resource usage in a health setting	3.1 Monitor expenditure and physical resource use against local targets
	3.2 Control expenditure and physical resource use in line with budgets and local requirements
	3.3 Take action in response to actual or potential variations from budget