

Unit 91: Contribute to the Effectiveness of Teams

Level:	2
Unit type:	Optional
Credit value:	2
Guided learning hours:	5

Unit Aim

The aim of this unit is to introduce candidates to the skills and knowledge that will ensure that they contribute to the effectiveness of teams. The unit also addresses time management.

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 2-4 must come from real work activities.

Learning outcomes The learner will:	Assessment criteria The learner can:
1 Understand the importance of own role and how it contributes to the team performance	1.1 Describe the team's overall objectives and purpose
	1.2 Explain how own role and responsibilities contribute to team activities, objectives and purposes
	1.3 Identify other team members, their roles and responsibilities within the team
	1.4 Explain ways to share activities and ideas with other members of the team
2 Be able to reflect on own performance	2.1 Use feedback or suggestions from others to enable them to improve own practice within the team
	2.2 Propose suggestions or ideas to benefit team members and improve team working
	2.3 Undertake development and learning to interact with the team more effectively

Learning outcomes The learner will:	Assessment criteria The learner can:
3 Be able to manage time and commitments effectively	3.1 Fulfil own commitments to other team members within agreed timescales and according to overall work priorities
	3.2 Inform appropriate team members when commitments cannot be fulfilled within specified timescales
4 Be able to establish effective working relationships with all members of the team	4.1 Behave towards other team members in a way that supports the effective functioning of the team
	4.2 Resolve differences of opinion and conflicts within the team in ways which respects other team members' points of view