

Unit Title: Understanding How To Handle Information In Health And Social Care Settings
Unit Level: Level 2
Unit Credit Value: 1
GLH: 8
LASER Unit Code: WJF239
Ofqual Unit Code: J/507/2255

This unit has 2 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand the need for secure handling of information in health and social care settings.	1.1	Identify the legislation that relates to the recording, storage and sharing of information in health and social care.
		1.2	Explain why it is important to have secure systems for recording and storing information in health and social care settings.
2.	Know how to access support for handling information in health and social care settings.	2.1	Describe how to access guidance, information and advice about handling information.
		2.2	Outline what actions to take when there are concerns over the recording, storing or sharing of information.

Assessment Guidance:
NA

Additional Information:
NA