

**Specification of Competency Standards**  
**for the Elderly Care Service Industry**  
**Unit of Competency**

Functional Area - Psychosocial & Spiritual Care

Title	Comply with Guidelines to Prevent Elderly Abuse
Code	106114L2
Range	This Unit of Competency is applicable to employees in the elderly care service industry who provide frontline services to elderlies. This Competency involves working in a familiar, day-to-day environment and should be performed under supervision. Employees are required to strictly follow and apply the institution's guidelines on prevention of elderly abuse on day-to-day work, and help identify suspected cases of elderly abuse to prevent it from happening.
Level	2
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Relevant knowledge on prevention of elderly abuse</p> <p>Be able to</p> <ul style="list-style-type: none"> <li>• Understand professional attitude and code of conduct when adhering to the guidelines, such as <ul style="list-style-type: none"> <li>○ Maintain an objective and non-judgemental attitude</li> <li>○ Respect autonomy of elderlies</li> </ul> </li> <li>• Understand the guidelines of the institution regarding prevention of elderly abuse, including the aims, core values, principles and responsibilities of practitioners</li> <li>• Understand the basic knowledge of elderly abuse <ul style="list-style-type: none"> <li>○ Definition of elderly abuse</li> <li>○ Modes of elderly abuse</li> <li>○ Risk factors of elderly abuse</li> <li>○ Signs of elderly abuse</li> <li>○ Rights of the victims</li> <li>○ Relevant resources available in the community</li> <li>○ Relevant laws on elderly abuse</li> </ul> </li> </ul> <p>2. Follow guidelines on prevention of elderly abuse</p> <p>Be able to</p> <ul style="list-style-type: none"> <li>• Ensure principles of guidelines on prevention of elderly abuse are strictly followed during executing those guidelines, such as <ul style="list-style-type: none"> <li>○ All employees have responsibility to prevent elderlies from being abused</li> <li>○ Basic understanding on abuse and thorough understanding on the content of the guidelines</li> <li>○ Always put elderlies' safety in the first place</li> <li>○ Safety of employees themselves is equally important; promptly consult relevant professionals and seek proper assistance if necessary</li> </ul> </li> <li>• Follow guidelines on the prevention of elderly abuse in day-to-day work, including <ul style="list-style-type: none"> <li>○ when elderly abuse is suspected, report to supervisors by following the prescribed procedures</li> <li>○ Listen to elderlies' description of incidence and offer comfort</li> <li>○ Promptly consult relevant professionals and seek proper assistance if needed</li> <li>○ Document clearly elderlies' injuries and conditions, and how the incidence was handled</li> </ul> </li> <li>• If the incidence is considered a suspected case of elderly abuse, promptly notify the authority according to relevant guidelines of the institution; report to the Police promptly if it involves criminal offence</li> </ul>

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	3. Exhibit professionalism Be able to <ul style="list-style-type: none"><li>• Understand the importance of following guidelines on prevention of elderly abuse</li></ul>
Assessment Criteria	The integrated outcome requirement of this Unit of Competency is: <ul style="list-style-type: none"><li>• Ability to strictly follow guidelines on the prevention of elderly abuse in day-to-day work; help identify suspected case of elderly abuse and report to supervisors according to the prescribed procedures to prevent elderly abuse.</li></ul>
Remark	