

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

Functional Area - Psychosocial & Spiritual Care

Title	Design Guidelines to Prevent Elderly Abuse
Code	106123L5
Range	This Unit of Competency is applicable to employees in the elderly care service industry in charge of formulating case handling policies. This competency involves critical analysis and the ability to reorganize relevant information. Employees are required to understand institution's policies and directions regarding the prevention of suicides among elderlies, master relevant information on elderly abuse, analyse and integrate such information, so as to formulate guidelines to prevent elderly abuse
Level	5
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Relevant information on prevention of elderly abuse</p> <p>Be able to</p> <ul style="list-style-type: none"> • Understand policies, directions and limitations of the institution regarding prevention of suicides among elderlies, as well as current scope of service • Understand the professional attitude and code of conduct required to prevent elderly abuse, such as <ul style="list-style-type: none"> ○ Strike a balance between protection of elderlies' privacy and the need to communicate important issues with relevant staff ○ Adopt impartiality and neutral attitude • Understand relevant information on preventing elderly abuse and use it as reference when formulating guidelines to prevent elderly abuse, such as <ul style="list-style-type: none"> ○ Definition of elderly abuse ○ Mode of elderly abuse, such as physical abuse, psychological abuse, sexual abuse, neglect, financial abuse and abandonment ○ Risk factors of elderly abuse ○ Signs of elderly abuse ○ Rights of the victims ○ Relevant community resources ○ Relevant laws on elderly abuse <p>2. Formulate guidelines for preventing elderly abuse</p> <p>Be able to</p> <ul style="list-style-type: none"> • Establish an effective assessment system to identify suspected cases of elderly abuse • Establish relevant scope of work to handle suspected cases of elderly abuse for staff members of different positions: <ul style="list-style-type: none"> ○ Professional medical or nursing staff should pay attention to physical and psychological health of elderlies, watch out for any signs of abuse and report to supervisors when needed ○ Social workers will hold a case discussion meeting when needed; communicate closely with different professionals and elderlies' families; make plans to prevent elderly abuse and provide follow-up action ○ Healthcare professionals should perform health check to elderlies to ensure they are not injured due to abuse • Establish a concrete working plan to prevent elderly abuse, such as <ul style="list-style-type: none"> ○ Procedures to differentiate risk factors of elderly abuse ○ Ways to assess if there is elderly abuse ○ Mechanism to report suspected cases of elderly abuse

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	<ul style="list-style-type: none"> • Establish guidelines on educational work that informs elderlies and their carers of different ways to prevent elderly abuse, such as <ul style="list-style-type: none"> ○ Educate elderlies regarding their own rights so that they understand the definition of elderly abuse and gain knowledge on relevant community resources and laws, so as to enhance their ability to handle and react to life events ○ Educate carers on how to handle stress, proper skills to take care of elderlies and how to observe their emotions • Establish staff training programme so that staff members understand the content of guidelines and their duties under the guidelines. • Document suspected cases of abuse properly and keep it safe, including assessment, results, prevention work and intervention • Establish a mechanism to review the performance and effectiveness of the guidelines; improve and update them regularly. <p>3. Exhibit professionalism</p> <p>Be able to</p> <ul style="list-style-type: none"> • Review the guidelines on prevention of elderly abuse according to changes of the society and elderlies' needs; improve the guidelines when necessary
Assessment Criteria	<p>The integrated outcome requirement of this Unit of Competency is:</p> <ul style="list-style-type: none"> • Ability to analyse and integrate relevant information on elderly abuse according to the institution's policy on prevention of elderly abuse; formulate simple and feasible guidelines for different staff members to follow.
Remark	