

Certificate in Focus on the Individual

Gain an Accredited Qualification in Person Centred Planning (PCP)

The **Certificate in Focus on the Individual** is an accredited, 8 week, QQI, Level 6 course delivered by the OTC.

Successful completion will lead to 15 Credits towards gaining the **BA in Professional Social Care (Disability)** degree.

Who is this course for?

The course is aimed at first-line personnel whose role involves:

- Facilitating person centred plans with people using the service; and/or
- Performing a supervisory role within an organisation that supports PCP

Duration: 8 Weeks

Cost: €395



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ACCREDITED PROFESSIONAL EDUCATION FOR MANAGERS
AND FRONT LINE STAFF IN DISABILITY SERVICES



Learn how to create, implement, facilitate and evaluate a Person Centred Plan

Lead Excellent Practice in Social Care

About the Course

This accredited Level 6 course examines how a person centred plan is created, implemented, facilitated and evaluated. It explores the organisational structures and changes required to support a person centred service that is focused on individualised supports and care. The ten-week programme, which blends online learning with intensive workshops, has a strong practical bias. It:

- Provides a clear step-by-step process for creating a Person Centred Plan (PCP) for the person you support
- Encourages critical thinking/reflection about your role, the challenges you face and the organisational issues you encounter

Learning Through

Open Learning
Materials

Online Database
Library/Key Links

Practical
Assignments

Workshops/
Seminars



Supported by

Telephone/
Email/ Online
Tutorials

Assignment
Feedback

Extensive Online
Learning
Supports

Help Desk

Workplace
Support

The OTC Supported Open Learning Model



Taking the Course

The course uses a 'blended' approach which combines online learning, virtual tutorials and face to face workshops.

Our online learning materials are designed to accommodate the pressures that come with trying to balance work, life and learning. They make it possible to build study time around your work schedule.

Each workshop focuses on extending your understanding of the subject matter and helping you apply it in your working practice.

Discussion, collaboration and the sharing of experiences are actively encouraged in order for the workshop to achieve one of its primary goals:

Facilitating the application of knowledge and skills acquired during the course to address real world challenges in a practical and effective manner.

This creates a learning experience that is unique to the Open Training College, one that meets the specific requirements of people working in our sector and improves the quality of service our users receive. This is known as the *OTC Supported Open Learning Model*.

Learning Objectives

After successful completion of this course you should be able to:

- Discuss the origins, key concepts and philosophical framework underpinning person centred planning (PCP)
- Explore the steps involved in PCP, including:
 1. Discovery
 2. Facilitating a Circle of Support planning meeting
 3. Action planning
- Evaluate your own progress in developing the essential skills and techniques of an effective PCP facilitator
- Critically discuss the PCP process as a management and quality of service question including examining:
 1. Various approaches to management of change;
 2. The role of leadership in the positive implementation of the PCP process;
 3. How the PCP process can be used as a quality measure for service users.

Course Content

The course is built around 5 units:

Unit 1: Person Centred Planning - The Context

- The Service System
- Service System Models
 - o Traditional Service Model
 - o O'Brien's Basic Strategy
 - o Customer-Driven Model
- Exploring Values
- Five Valued Experiences & Service Accomplishments
- The Concept of Inclusion
- Circle of Friends
- The Concept of Giftedness
- Empowerment
- Self-Determination & Advocacy
- Service Brokerage

Unit 2: PCP - The Principles

- Planning - Essential Features
- Kolb's Planning/Learning Cycle
- PCP – Key Features

Unit 3: PCP - The Steps

- The PCP Process – Overview
- Phase 1: Discovering the Person
- Phase 2: Capacity Searching & Safeguards Search
- Phase 3: Vision Making: Images of Desirable Futures

- Phase 4: Circles of Support
- Phase 5: Constructive Actions
- Phase 6: Reflection & Learning

Unit 4: PCP - Skills & Techniques

- The Facilitator: Roles & Skills
- Facilitating Groups
- Problem Solving, Negotiating & Resolving Conflict: Methods, Approaches & Challenges
- Managing Time
- Managing Change
- Developing Creative Skills
- Acting as a Coach
 - o PCP & Leadership
 - o Managing Creative Tension
 - o Teams, Partnership & Collaboration

Unit 5: PCP - The Wider Organisation

- Organisations & PCP
- Systems, Loops & Service Deficits
- Organisational Quality & Personal Outcomes
- Personal Outcomes & Measures
- Personal Outcomes & the 5 Valued Experiences

Assessment

Successful completion of the course is dependent on undertaking a series of assessments. These involve completing a practical project (2,500 words) that ties together your learning and professional practice; critically reflecting on how the course has changed your perceptions of your role; and participating in an online discussion with a learning community made up of fellow practitioners and tutors.

Course Commitment

Participants will be required to attend a one-day workshop during the course. Please note that full attendance is mandatory. Participants will also be required to complete reading and assessment work outside of these workshop days.

Studying with the Open Training College

Entry Requirements

Applicants must be either 23 years of age at the time of application **or** have successfully completed their Leaving Certificate/QQI/FETAC Level 5 Certificate. All applicants must be employed or volunteering in a service for people with disabilities for at least 10 hours a week.

International Applicants must provide appropriate documentary evidence of proficiency in English (i.e. IELTS 6.0).

Qualification

On successful completion you will gain a Level 6, QQI Minor Award:

Certificate in Focus on the Individual (6H20228)

Successful graduates will hold 15 credits towards the ***BA in Professional Social Care (Disability)***.

Course Fee
€ 395

How to Apply

Submit your application on the Online Application Centre page on our website: opentrainingcollege.com

Contact

Online Application Enquiries: Conor Murray, OTC
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About the OTC

The Open Training College, established in 1992, is a formally recognised, award winning institution providing programmes leading to QQI awards to the human services and nonprofit sector.

We believe that the learning community created by the collaboration between ourselves, our students and the more than 220 organisations we partner with, has created a unique environment in which people from the human services and nonprofit sector can learn in ways that can make a real difference to the citizens that use their human services.



The Open Training College has spent 25 years working as training experts and consultants for the human services and non-profit sector.

Our collaborative approach can be organised into three categories:

- Customised Training - onsite local delivery
- HIQA Training and Collaboration
- eLearning - providing a bespoke eLearning platform for your staff

Please contact Conor to discuss further.