



# Specification

**Level 2 in Health and Social Care  
Foundation Apprenticeship V1.0**

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LEVEL 2 IN HEALTH AND SOCIAL CARE FOUNDATION APPRENTICESHIP V1.0

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## Welcome to Innovate Awarding

Welcome to the Level 2 Health and Social Care Foundation Apprenticeship v1.0. Our Innovate Awarding Specifications are designed to ensure the employer, provider and apprentice have the appropriate support and guidance to allow successful completion of an apprenticeship, providing further confidence and assurance having chosen us as an Assessment Organisation.

We are an Ofqual approved Assessment Organisation (AO), experienced in operating within a regulated market. Driven by the employers we work in partnership with, we deliver qualifications and apprenticeships in the Health, Care, Education, Leadership, Management, Leisure, Customer Service, Creative, Hospitality, Retail, Transport and Logistics sectors.

Delivering an apprenticeship is an extremely rewarding role. We recognise the need for a clear specification, resources and support, so more valuable time can be spent delivering to an apprentice.

At Innovate Awarding we stand by our 'no surprises' approach to assessment, making an apprenticeship journey as simple as possible, ensuring the best chance of success for every apprentice who undertakes their assessment with us.

### About Innovate Awarding

We are an AO with a collaborative approach to doing business. We work with providers to deliver fit for purpose assessments for a wide range of apprenticeship Standards, certificating thousands of apprentices, continuing to learn and improve with each experience.

We have experienced and responsive teams to ensure the assessment experience is smooth and efficient, working closely with our provider partners.

Please see our website for the range of Standards we are approved to deliver:

<https://innovateawarding.org/end-point-assessment/apprenticeship-standards/>

## The Apprenticeship Standard and Assessment Plan

An Apprenticeship Standard details technical knowledge, technical skills, and employability skills and behaviours (ESBs):

- **Technical Knowledge** - the information, detail, and 'know-how' that someone needs to have and understand.
- **Technical Skills** - the practical application of knowledge needed to undertake the role successfully. They are learnt through on and/or off-the-job training or experience.
- **Employability Skills and Behaviours** - mindsets, attitudes or approaches needed. Whilst these can be innate or instinctive, they can also be learnt and are transferable.

Apprenticeships are an invaluable tool for upskilling in areas that matter most to employers. They are a highly effective route to recruit and train future talent, address skills shortages and develop careers across core parts of the business.

The apprentice will typically spend eight months on-programme, combining practical training in a job with study. The extent of the on-programme time should be decided for each apprentice based on their prior learning, skills and experience. If employers are using this Standard for an existing employee, it is important to be aware that the role must represent new learning. Providers should support employers with this.

It is vital the apprentice is prepared and fully ready before they commence their assessment, which is detailed in the Assessment Plan.

The assessment will consist of:

- Knowledge Test
- Practical Assessment

## Overview of the Role

Health and care support assistants work in a range of health and care settings, for example in a care home, hospital, General Practice, as part of community team and in individuals' homes where their wider team may include workers from both health and social care.

The broad purpose is to provide high quality and compassionate care and support to individuals. Daily duties will vary dependent on where they work and whether their work is focused on supporting healthcare professionals in providing clinical healthcare or in providing personal care and support in adult social care.

This Foundation Apprenticeship is based on a range of different occupations. Training Providers should ensure all of these occupations are covered when delivering the Technical Knowledge and Technical Skills so that the apprentices can have a broad range of experience in this sector.

Included occupations for this Foundation Apprenticeship:

- Adult care worker
- Healthcare support worker

## Off-the-Job Training

This Foundation Apprenticeship requires a minimum 187 hours off-the-job learning.

Off-the-job training is a statutory requirement for an English apprenticeship. It is training, which is received by the apprentice during the apprentice's normal working hours, for the purpose of achieving the knowledge, skills and behaviours of the approved apprenticeship the apprentice is completing.

It is an important aspect of apprenticeship training, as it gives the apprentice time to properly develop knowledge and skills from the programme.

Off-the-job training allows the apprentice to take full advantage of the programme, improving the return on investment in training costs for the employer. A developed and upskilled apprentice will lead to an increase in productivity, a clear benefit to the business.

Examples of off-the-job training include:

- Learning new skills at work through shadowing other members of the team, where this activity has been agreed and documented as part of the agreed training plan
- In-house training programmes relevant to the apprenticeship
- Coaching sessions
- Attendance at workshops, training days and webinars relevant to the apprenticeship
- Completion of online learning
- Self-study that includes reading or watching videos
- Training in new working practices or new equipment
- Role-playing or simulation exercises
- Industry visits/conferences relevant to apprenticeships
- Writing assessments, assignments and completing projects or activities
- Practical training or training in the workplace relevant to the apprenticeship

## Assessment

### Assessment Method 1: Knowledge Test

The Knowledge Test consists of 20 multiple-choice questions and the apprentice will have 30 minutes to complete the test.

The Knowledge Test will take place online via our exam platform, Surpass.

The questions will be drawn from the knowledge and skills elements of the standard. The test is closed book which means that the apprentice cannot refer to reference books or materials.

The following technical knowledge and skills will be assessed in this assessment:

- K4, K5, K8, K14
- S6, S11

### Assessment Method 2: Practical Assessment through Portfolio of Evidence with Q&A

The Practical Assessment requires the apprentice to complete a Portfolio of Evidence demonstrating their competence against the technical knowledge and skills in the Foundation Apprenticeship standard. The Portfolio of Evidence will be assessed and then validated through a Question and Answer session. The Question and Answer session will be a maximum of 30 minutes.

The following technical knowledge and technical skills will be assessed in this assessment:

- K1, K2, K3, K6, K7, K9, K10, K11, K12, K13
- S1, S2, S3, S4, S5, S7, S8, S9, S10

The Portfolio of Evidence must give the apprentice the opportunity to demonstrate the practical application of the knowledge and skills they have acquired over the course of their training.

The Portfolio of Evidence will be assessed by Innovate Awarding.

Portfolio of Evidence requirements:

- The apprentice must compile a portfolio of evidence during the apprenticeship
- It must contain evidence related to the technical knowledge and technical skills that will be assessed by the Portfolio of Evidence
- The Portfolio of Evidence should contain a maximum of 10 discrete pieces of evidence
- Use the Portfolio of Evidence Locator to map the evidence against the technical knowledge and technical skills
- Evidence may be used to demonstrate more than one knowledge or skill; a holistic approach is recommended
- The evidence provided must be valid and attributable to the apprentice; the Portfolio of Evidence must contain a statement from the employer and apprentice confirming this
- The evidence should contain a maximum of two recordings, no longer than 10 minutes each

Evidence sources may include (but not limited to):

- Direct observation
- Witness statements
- Undertaking a set task in a simulated environment
- Direct assessment of materials generated during their training
- Projects
- Presentations

## Employability Skills and Behaviours

Employability skills and behaviours are highly transferable and universal across Foundation Apprenticeships. They support work-readiness.

Employability Skills and Behaviour statements are not formally assessed. However, employers need to confirm that they have been suitably demonstrated over the course of the Foundation Apprenticeship, before the final grade is awarded.

The employer confirmation of Employability Skills and Behaviours will need to be submitted to Innovate Awarding with the Portfolio of Evidence.

EB6 does not need to be confirmed by the employer but should form a key element of the apprentice's off-the-job training package.

## Assessment Booking

The Knowledge Test does not need to be taken at the end of the apprenticeship and can be taken whenever the apprentice is ready.

The Training Provider can support the apprentice in booking their Knowledge Test.

The Portfolio of Evidence can be submitted towards the end of the apprenticeship. However, the apprentice should start collecting their evidence for their portfolio during the apprenticeship.

The Training Provider can schedule the Question and Answer session at the point at which they submit the apprentice's Portfolio of Evidence.

## Passing the Foundation Apprenticeship

For an apprentice to pass their Foundation Apprenticeship they will need to demonstrate that they can reliably and effectively meet all the requirements in the technical knowledge, technical skills and employability skills and behaviours.

The Knowledge Test will be graded as a pass or fail. If apprentices fail the knowledge test they can resit.

The purpose of the Question and Answer session that will follow the submission of the Portfolio of Evidence, is to validate the apprentice's evidence. If the evidence within the portfolio does not cover all of the K and S statements, those missing will also be covered in this session.

## Technical Knowledge and Technical Skills

Multiple Choice Test		
Theme	Technical Knowledge and Skills Criteria	Assessment Outcomes
<b>Principles of care</b>	<b>K4:</b> Fundamental principles of a duty of care.	AO1
	<b>K5:</b> Fundamental principles of adult safeguarding and how to report a safeguarding concern.	AO1
<b>Infection prevention</b>	<b>K8:</b> Fundamental principles of infection prevention and control.	AO1
	<b>S6:</b> Follow infection prevention and control precautions to protect yourself and others in the workplace.	AO1
<b>Moving and handling</b>	<b>K14:</b> Principles of safe moving and handling of equipment and other objects and assistance of individuals.	AO1
	<b>S11:</b> Move and handle equipment or other items safely and assist individuals	AO1

Portfolio of Evidence with Q&A		
Theme	Technical Knowledge and Skills Criteria	Assessment Outcomes
<b>The sector and your career path</b>	<b>K1:</b> Introduction to the health and social care sectors, and how the sectors link together.	A03
	<b>K2:</b> Career progression opportunities.	A03
	<b>S1:</b> Explore career progression opportunities within the health and social care sectors.	A03
<b>Digital working</b>	<b>K9:</b> Developments in digital working and professional boundaries when using technology.	A03
	<b>S7:</b> Use digital systems and technology in the workplace.	A03
<b>Personal resilience</b>	<b>K13:</b> Techniques and sources of support to help develop personal resilience when working in a health or social care setting	A02
	<b>S10:</b> Develop personal resilience when working in a health or social care setting.	A02
<b>Food hygiene</b>	<b>K11:</b> Basic food hygiene and preparation methods.	A03
	<b>S9:</b> Apply basic food hygiene and preparation methods.	A03
<b>Person-centred values</b>	<b>K3:</b> The importance of equality, diversity and inclusion and human rights.	A02
	<b>K6:</b> Fundamental person-centred values to maximise an individual's independence.	A02

Portfolio of Evidence with Q&A		
Theme	Technical Knowledge and Skills Criteria	Assessment Outcomes
	<b>S4:</b> Support individuals using person centred values.	AO2
	<b>S2:</b> Act in the best interest of individuals to ensure they do not come to harm.	AO2
	<b>S3:</b> Work in partnership with others to help to keep individuals safe.	AO1
	<b>S5:</b> Adapt your approach when providing care and support to meet the needs of the individual.	AO2
<b>Supporting health and wellbeing</b>	<b>K7:</b> Fundamental mental health, physical health and emotional wellbeing needs that individuals may have.	AO2
	<b>K10:</b> Fundamental principles of health promotion and illness prevention to support positive lifestyle choices.	AO2
	<b>K12:</b> Common health conditions and routine interventions and knowing when and to whom to escalate for action.	AO2
	<b>S8:</b> Support individuals with positive lifestyle choices to promote health and wellbeing.	AO2

## Employability Skills and Behaviours

Employability Skills and Behaviours
<b>EB1:</b> Communicate and share information using verbal, non-verbal, written and digital methods.
<b>EB2:</b> Act in a professional manner including good time keeping and conduct.
<b>EB3:</b> Apply new learning and feedback to everyday practice.
<b>EB4:</b> Complete own work tasks and ask for help when needed.
<b>EB5:</b> Work with colleagues to contribute to team outcomes.
<b>EB6:</b> Seek ways to manage own financial, health and wellbeing needs using available resources.
<b>EB7:</b> Overcome challenges and adapt to changes at work.
<b>EB8:</b> Work in line with health, safety and environmental requirements.

EB6 does not need to be confirmed by the employer but should form a key element of the apprentice's off-the-job training package.

## **Annex 1: Apprenticeship Details and Assessment Plan**

The apprenticeship details and assessment plan can be accessed by following this link:

<https://skillsengland.education.gov.uk/foundation-apprenticeships/FA0007>

### **Level 2 Health and Social Care Foundation Apprenticeship**

**FA0007**

**Version 1.0**

**Route: Care services, Health and science**

**Tier 1: 1 Health, Public Services and Care**

**Tier 2: 1.3 Health and social care**

**EQA Organisation: Ofqual**

## Annex 2: Additional Information

### Results and Certifications

All final assessment component results are published on epaPRO within **ten working days** of the assessment taking place.

We will submit a certificate claim with the DfE within 15 working days after the final result has been uploaded to epaPRO. The DfE will send the certificate directly to the employer.

For replacement certificates a request must be emailed to [epa@innovateawarding.org](mailto:epa@innovateawarding.org) Within two days of receiving the email, a replacement certificate will be requested from the DfE.

### Re-sits

An apprentice who fails an assessment method, will be required to re-sit the failed assessment method only.

Apprentices should have a supportive action plan to prepare for the re-sit.

### Reasonable Adjustments, Special Considerations and Appeals

Information on reasonable adjustments, special considerations and the appeals process can be accessed by using this link:

<https://innovateawarding.org/end-point-assessment/apprentice-information>

### Support Materials

All the support materials for this apprenticeship can be found on epaPRO.

## **Use of Artificial Intelligence (AI) and Referencing**

Apprentice submissions as part of their portfolio of evidence must be produced by themselves. Correctly cited quotes can be used to enhance and support the document, but the document itself must be the apprentice's own work and not generated by AI. If you are using AI to amend your own words, then these are no longer your own words and this becomes plagiarism.

Innovate Awarding expects all forms of plagiarism to be treated very seriously by staff at centres, and centres should have in place their own plagiarism policy and process for handling suspected cases of plagiarism.

## **English and Maths Qualifications**

Apprentices must follow the English and Maths formal qualification requirements as set out in the Department for Education Apprenticeship funding rules.

## Annex 3: Version Record

### Version Record

Innovate Awarding continuously review all support material to ensure its accuracy. All amendments will be recorded in the Version Record.

Version Number	Effective From	Reason for Change	Location
V1	August 2025	Document created	
V2	November 2025	Amendments to wording in Assessment Booking and Passing the Foundation Apprenticeship.  Technical Knowledge and Skills Criteria section now includes theme and assessment outcome	Assessment Booking, Passing the Foundation Apprenticeship  Technical Knowledge and Skills
V3	February 2026	Clarification of the Portfolio of Evidence being assessed by Innovate Awarding and the requirements of the evidence	4-6
V4	March 2026	Clarification of the Portfolio of Evidence examples of evidence and rules around recordings	5

Please ensure that you use the current version.

All enquiries relating to the version change of the document should be directed to [epa@innovateawarding.org](mailto:epa@innovateawarding.org)





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