



Qualification Specification

Level 3 Level 3 Certificate in
Working Effectively with
Deafblind Manual

601/6452/9

Sept 2017 – Aug 2018

QUALIFICATION SPECIFICATION

Signature Level 3 Certificate in Working Effectively with Deafblind Manual (DM3)

(RQF Accreditation Number: 601/6452/9)

(Signature Qualification Reference: DM3)

Qualification aim

The aim of the qualification is to enable learners to use knowledge and skills already obtained in previous qualifications and to be able to work effectively with deafblind people who use Deafblind Manual in a variety of everyday settings including: conversations, socialising, educational, personal, employment (Access to Work).

Qualification objectives

This qualification will provide learners with both the technical skills and strategies to be able to communicate effectively with users of Deafblind Manual and the knowledge and skills involved with making language accessible to deafblind people. This will include concepts and structures for describing/analysing English and will develop understanding of ways to make information accessible while maintaining meaning and an awareness of the use of additional communication methods to convey this meaning.

Qualification structure

The qualification is divided into two units each of which will be assessed separately. Although assessments can be taken straight after each unit has been taught, Signature suggests that **all** assessments are best taken at the end of the course when all teaching is complete.

Delivery and Contact Hours

Guided Learning Hours

The certificate has a credit value of 14 and 140 hours of learning time in total. The recommended guided learning hours is 100 in total as show in the table below. The guided learning hours of 100 is the time the learner is timetabled for face to face contact with the centre and should include:

- Classroom based teaching
- Individual or group tutorials
- Feedback or observed practice

	Guided learning hours (GLH)	Additional study hours	Total learning time	Credit value at Level 3
DM301 Producing and Receiving Deafblind Manual	60	20	80	8 Credits at Level 3
MOD301 Modifying Language for Deafblind People	40	20	60	6 Credits at Level 3

Total Qualification Time

Guided learning hours (GLH)	Additional study hours	Total Qualification Time	Credit value at Level 3
100	40	140	14 Credits at Level 3

Essential requirements

In order to be entered for this course leading to this qualification, learners must be able to demonstrate competence at DBG Level 2 or equivalent. It is the responsibility of the centre to ensure these requirements has been met before accepting a learner on the course. Learners should be assessed at their induction for the skills required.

Recommendations

It is recommended that learners have a qualification or equivalent skills showing sound knowledge and command of English.

Centre Resources

Centres wishing to offer this qualification should ensure there are sufficient resources and expertise to support delivery of the programme. Taught sessions should be delivered in an identified base room. A range of appropriate audio visual aids are likely to be required for the sessions. Centres must ensure that learners have access to resources that are appropriate for the Level 3 nature of this qualification. Centres may be visited by Signature at any time.

Centre Staffing

Centres should identify a suitably qualified programme manager and delivery team. The members of the delivery team who teach and assess on behalf of the centre should have appropriate qualifications and experience of this field. It is the responsibility of the centre to ensure the team have:

- Competence in the subject matter of the qualification they are delivering
- Qualifications and/or professional experience in the subject they are teaching
- A recognised or relevant teacher qualification

Support provided to learners during the course.

As part of the induction process, learners should be given information about the course content, advice on the assessment methods for this qualification and information on reasonable adjustments. Learners should also be given information on guided learning hours, ongoing support, information on tutorials and the range of teaching materials that will be available to support learning.

Progression routes

On completion of Signature Level 3 Certificate in Working Effectively with Deafblind Manual (DM) successful candidates can go on to study:

Signature Level 3 Certificate in Working Effectively with Visual Frame Hands On Signers (VFHO3)

Level 6 Certificate in Working Effectively with Deafblind Manual

Level 6 Certificate in Working Effectively with Visual Frame Hands On

Level 6 Certificate in Working Effectively with Deafblind Manual and Visual Frame Hands On Signers

A range of professional qualifications and other qualifications at Levels 3 and Level 6 are also available.

UNIT SPECIFICATION

Unit DM301 – Producing and Receiving Deafblind Manual (DM)

(RQF Unit Accreditation Number: Y/507/3281)

This unit will provide learners with technical skills and strategies to be able to communicate effectively with users of Deafblind Manual.

Unit summary

Guided learning hours (GLH)	Additional study hours	Total learning time	Credit value at Level 3
60	20	80	8 Credits at Level 3

Learning outcomes	Assessment criteria
At the end of this unit of learning, the successful learner can:	At the end of this unit of learning, the successful learner can:
1. Effectively communicate with a deafblind person by using and receiving Deafblind Manual	1.1 Use DM for communication in a variety of setting including conversations, socialising, educational, personal, employment (Access to Work) 1.2 Produce DM 100 cpm 1.3 Receive DM 60 cpm 1.4 Communicate appropriate social and personal environmental information; being able to initiate and maintain an appropriate conversation; facilitate their interaction and access to their environment 1.5 Communicate information by using paraphrasing 1.6 Maintain DM using spelling, accuracy and meaning 1.7 Use common single word braille contractions 1.8 Use common BSL signs that can be produced

Learning outcomes At the end of this unit of learning, the successful learner can:	Assessment criteria At the end of this unit of learning, the successful learner can:
	onto the DM users preferred hand, 1.9 Use General abbreviations when using the DM (Braille and Sign abbreviations) 1.10 Know the general requirements to meet the needs of the DM user (emotions, feelings, attitude, role shift, emphasis, identification of the speaker).
2. Effectively receive DM with a deafblind person	2.1 Receive/understand a message at 60 cpm, for not less than five minutes. 2.2 Voice over or sign over the received message retaining meaning and expression.
3. Competently guide a deafblind person who is a DM user.	3.1 Consider the impact of environmental information in order to enable the deafblind person to make an informed decision 3.2 Discuss dilemmas and issues relating to guiding techniques

Topic content

A. Deafblind Manual

NB: Communication must be done without assistance from a third party.

Use the DM to communicate directly with a deafblind person

Productive: 100 cpm

- For the student to produce deafblind manual to the deafblind person, appropriate to meet individual needs and requirements
- Knowledge of the individual preferences of the deafblind person. Adaptability, ie producing deafblind manual in a variety ways such as on their right hand; wheelchair users; awareness of regional differences.
- Ability to paraphrase written information, ie summarize a gas bill
- Numbers

Receptive: 60 cpm

B. Ethics

- Preparation
- Introductions
- Identify individual needs
- Expected outcome from that session
- Facilitate effective service for the deafblind person
- Facilitate effective interaction with a deafblind manual user

C. Environmental Information

- Ensuring deafblind people have choice and control in a variety of settings
- Describing situations and opportunities
- How many people in the room
- Speaker indication
- Emotions / attitude of others

D. Professionalism

- Confidence and assertiveness
- Timings and preparation
- Appropriate behaviour, challenges and boundaries
- Responsibility for undertaking the appropriate bookings
- Awareness of other tactile communication methods, such as Haptic, body signing, Tadoma, hand-on-hand / hand-under-hand, Block, White Board / Black Pen.

E. Personal Discretion

- Dress code
- Hygiene
- Scent
- Hand gel
- Personal space
- Jewellery
- Agreement of timings and breaks, as laid down in NRCDP

ASSESSMENT SPECIFICATION

Please read this specification in conjunction with Signature Assessment Regulations and Signature General Regulations on our website.

This unit is externally and internally assessed.

The candidate will demonstrate their skills using and receiving DM by:

- A. DVD presentation of a meeting setting: Using DM the candidate will relay points of the meeting including names of speakers, summary of the content, etc. Candidates will use paraphrasing techniques and produce DM at 100 characters per minute with accuracy and meaning. A summary will be given at the start of the assessment.
- B. DVD presentation of a person using DM: The candidate will use receptive skills of 60 characters per minute relaying the content using voice over or sign over.
- C. Relaying written information using DM: The candidate will be given a copy of a hand-out containing written text, numbers and a picture/diagram. The candidate will use DM to relay verbatim some of the text and describe the diagram/picture content.
- D. Environmental information using a DVD: The candidate will watch a DVD of a scenario. A conversation will take place using DM with the assessor relaying guiding information. An internal assessor will mark a checklist of 10 points that need to be relayed.

The candidate's use of DM will be filmed throughout each of the above assessments. The camera must therefore focus on the hands used to present DM. The recording will be sent to Signature for marking.

A feedback form covering the Learning Outcomes will need to be completed for each candidate by the teacher/assessor or Deafblind Manual user in order to confirm the candidate's technical skills of producing and receiving Deafblind Manual. This feedback form will be submitted with the video-recording to Signature

Please Note: DM can be produced onto either hand or the DM users preferred hand for these assessments

UNIT SPECIFICATION

Unit MOD301 – Modifying Language for Deafblind People

(RQF Unit Accreditation Number: F/507/3288)

This unit aims to develop the learner’s knowledge of issues around access to language for deafblind people, including the knowledge of concepts and structures for describing/analysing English, enabling access to spoken language and ways of making it accessible. It will develop understanding of ways to make written information accessible while maintaining meaning and an awareness of the use of other communication methods to convey meaning

Unit summary

Guided learning hours (GLH)	Additional study hours	Total learning time	Credit value at Level 3
40	20	60	6 Credits at Level 3

Learning outcomes	Assessment criteria
At the end of this unit of learning, the successful learner will:	At the end of this unit of learning, the successful learner can:
1. Know the key concepts and structures used in English	1.1 Identify different structures and grammatical features of spoken and written English 1.2 Understand the factors that affect access to language 1.3 Distinguish language variation in terms of register, style, regional variation and influence of other languages

<p>2. Know reasons and techniques for making spoken English accessible for deafblind people</p>	<p>2.1 Understand the factors that affect the deafblind person's access to spoken English</p> <p>2.2 Explain and evaluate ways of producing spoken language in an accessible form for deafblind people</p> <p>2.3 Hear the message and ensure it is conveyed in the way intended whilst making it accessible for a deafblind person</p>
<p>3. Know reasons and techniques for making written English accessible for deafblind people</p>	<p>3.1 Analyse the factors that affect the deafblind person's access to written English</p> <p>3.2 Convey the message and meaning in written information using accessible language for deafblind People</p>
<p>4. Know reasons and techniques for using a range of communication methods according to the preferences of the deafblind person to ensure that the language and meaning of the message is conveyed in an accessible way</p>	<p>4.1 Ascertain the preferences of a deafblind person in relation to other methods of communication for parts of the message</p> <p>4.2 Know how to use a mix of communication methods fluently and smoothly to ensure the language is conveyed in an accessible way for the deafblind person</p> <p>4.3 Demonstrate knowledge of how Social Haptics and tactile sign can be used to convey information to deafblind people</p>

Unit MOD301 – Modifying Language for Deafblind People

ASSESSMENT SPECIFICATION

Please read this specification in conjunction with Signature Assessment Regulations and Signature General Regulations on our website.

This unit is externally and internally assessed.

The assessment for this unit will consist of two parts.

Part one will consist of a one hour written assessment paper, containing a number of questions eliciting knowledge and understanding of topics covered in the unit.

Part two will consist of a practical assessment, which will be internally marked by the centre and externally verified by Signature. The assessment will consist of a short message containing spoken and written information and the candidate will need to demonstrate their skills of making the language within this message accessible to the Deafblind Manual user and/or Visual Frame and Hands On user.

They will also need to demonstrate their understanding of aspects of the information that may be inaccessible for deafblind people. Candidates will also be required to demonstrate their knowledge and awareness of using a range of different communication preferences and methods and explain how various communication methods including Social Haptics and tactile sign can be used to ensure information is accessible for deafblind people. All topics on the CAR form will need to be met by the candidate taking this assessment.

The pass mark is 50%.

The papers will be externally marked by Signature assessors.



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