## Health and Care Professions Council

## **Competence Framework for Visitors**

## Introduction

Competency heading	Visitors
Analytical ability	Understands the principles of quality assurance in Higher Education or Further Education or in a practice environment
	<ul> <li>Assimilates, recalls and analyses information to identify essential issues</li> <li>Understands teaching, learning and assessment strategies, developed in either an education or practice environment.</li> </ul>
Interpersonal skills	<ul> <li>Treats people with respect, sensitivity and in a fair manner without discrimination</li> <li>Values and promotes equality and diversity, ensures that the requirements of those with differing needs are properly met and challenges inappropriate comments and/or actions</li> <li>Works constructively with others and encourages co-operation and collaboration</li> <li>Recognises and deals appropriately with actual or potential conflicts of interest</li> <li>Explains and justifies decisions and promotes HCPC interests to all stakeholders concerned.</li> </ul>
Decision making and sound judgement	<ul> <li>Exercises sound judgement and common sense</li> <li>Acts fairly and non-biased</li> <li>Demonstrates integrity and independence of mind</li> <li>Considers a wide range of issues in order to make informed and sound decisions.</li> </ul>
Communication skills	Adopts a clear and succinct oral and written communication style and adjusts according

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	<ul> <li>to the audience</li> <li>Actively listens and seeks clarification where necessary</li> <li>Demonstrates courtesy through effective communication</li> <li>Asks clear, concise, relevant and understandable questions without unnecessary technical jargon</li> <li>Remains calm and inspires respect and confidence.</li> <li>Communicates professionally with a range of stakeholders.</li> </ul>
Specific Knowledge and Skills	<ul> <li>Shows an ability and willingness to learn and develop</li> <li>Demonstrates openness to feedback</li> <li>Demonstrates a clear understanding of public interest and public protection</li> <li>Commits to the Seven Principles of Public Life.</li> </ul>