

Overview

This standard identifies the requirements when you lead the care or support planning process with individuals. This includes working with individuals to develop care or support plans to address their preferences and needs and managing records of the plans in ways that demonstrate the individuals' ownership of them. It also includes leading the implementation of the plans and revising them with the support of others to meet changing preferences and needs.

Performance criteria

You must be able to:

1. identify and agree the roles and responsibilities of yourself and others in the care or support planning process for individuals
2. assess, and support others to assess the needs, aspirations, and preferences of individuals
3. work in collaboration with individuals and others to confirm the outcomes of care or support plans
4. co-design with individuals and others personalised plans that reflect their values, priorities, and outcomes
5. empower and support the independence of individuals to ensure autonomy, choice, and safety
6. work in partnership with individuals and others to manage conflicts between personal preferences, individual views, and workplace policies
7. provide information and evidence-based research relevant to the preferences and needs of individuals to inform care or support plans
8. lead the development of risk assessment processes that identifies potential risks and supports positive risk taking
9. ensure care or support plans use outcome-focused language
10. ensure plans are made available for individuals and others in their preferred format and language
11. lead the implementation of care or support plans, identifying where it has not been possible to meet preferences and why
12. support the reviews of progress towards outcomes and ensure changes are reflected in care or support plans
13. address challenges arising from changes in resources and to preferences, needs, and circumstances of individuals
14. complete records and reports required for leading the care or support planning process
15. reflect on how you carried out your roles and responsibilities when leading the care or support planning process

Knowledge and understanding

You need to know and understand:

1. the role of others in contributing to develop, monitor, and review care or support plans
2. how to identify and agree roles and responsibilities for care or support planning
3. how to work in partnership with individuals to ensure care or support plans reflect their preferences and needs
4. how to consider the holistic preferences and needs of individuals when developing, implementing, and reviewing care or support plans
5. the influence of neurodiversity and additional needs on the care or support planning process
6. the influence of culture, background and spirituality on the care or support planning process
7. how to lead on dignity, kindness, and compassion in the care or support planning process
8. how to balance the preferences and needs of individuals with the views of others
9. methods to support individuals and others to express their views, manage conflicts, and understand their own preferences and needs within care or support planning
10. how to lead on the application of trauma informed principles in the care or support planning process
11. how to support emotional regulation during care or support planning
12. how to ensure care or support plans are presented in accessible formats
13. how to use digital tools and devices in the care or support planning process
14. how to access and procure resources required for care or support plans
15. methods for identifying, assessing, and managing risks and positive risk taking in care or support planning, including safeguarding concerns
16. how to work in partnership with others when leading the care or support planning process
17. the stages, procedures, records and reports involved in developing, implementing, and reviewing care or support plans
18. the difference between needs-led and service-led planning, and how this influences the review and changes to care or support plans
19. strategies for addressing potential changes in resources, services, or personal circumstances

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20. the potential challenges of reviewing and changing care or support plans for the individual
21. theories relevant to leading the care or support planning process
22. the relevant legal requirements, standards of practice, frameworks and guidance for leading the care or support planning process
23. the workplace requirements on equality, diversity, inclusion and rights when leading the care or support planning process
24. how your personal experiences and unconscious bias may impact when leading the care or support planning process, and how to address this
25. the role of supervision, reflective practice and learning and development in the care or support planning process

Glossary

The glossary for this National Occupational Standard is available on the Skills for Care and Development website.

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Lead the care or support planning process

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