



## THE EQUIP PLATFORM

# SCORING GUIDELINES

Tips on how to score consistently any relevant Helpers' behaviours seen for a particular competency, ensuring that no harm is done and the needed skills are achieved



## LEVEL 1: ANY UNHELPFUL BEHAVIOUR

Potentially harmful or unhelpful behaviours are types of behaviors that could make the situation worse for a client or beneficiary if a Helper uses them. Remember to only check off behaviors listed in this column if the Helper has shown them.

Mark Level 1 if any of the behaviours in this column are checked--even if all or some behaviours are checked in basic helping skills or advanced skills.

## LEVEL 2: NO OR SOME BASIC SKILLS SHOWN

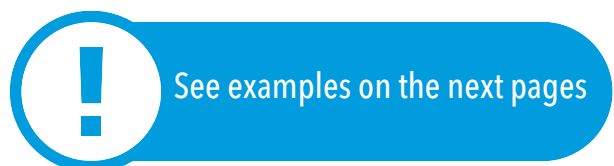
Level 2 tells us that "No basic skills were shown, or some, but not all, basic helping skills were shown". Mark a Level 2 if the Helper has either not shown any of the basic helping skills listed or has only shown some--but not all--of the basic skills listed in that column. This means that none or only some boxes are checked, and no harmful behaviours are seen.

## LEVEL 3: ALL BASIC SKILLS SHOWN

This level captures the minimum number of helpful skills a helper needs to show for that competency. Mark a Level 3 when the Helper shows all the basic helping skills listed in this column. This means that all boxes are checked in the basic helping skills column, and no harmful behaviour has been seen and checked off.

## LEVEL 4: ALL BASIC AND ANY ADVANCED SKILLS SHOWN

All basic helping skills plus any advanced skills. These are skills that usually take a little longer to be acquired, and typically come after having all your basic skills. Mark this level if the Helper has shown all basic helping skills and at least one 'advanced' skill. This means that all basic helping skills listed and one or more advanced skills are checked off.



## LEVEL 1: ANY UNHELPFUL BEHAVIOUR

Select the level and attributes observed for this competency		
<p>ANY HARMFUL BEHAVIOUR</p> <p><input checked="" type="radio"/> LEVEL 1</p>	<p>ANY OR NONE</p> <p><input type="radio"/> LEVEL 2</p>	<p>ALL BASIC SKILLS</p> <p><input type="radio"/> LEVEL 3</p>
<p>RISK OF HARM</p> <p><input type="checkbox"/> Engages in other activities (eg, answers mobile, completes paperwork)</p> <p><input checked="" type="checkbox"/> Laughs at client</p> <p><input type="checkbox"/> Uses inappropriate facial expressions</p> <p><input type="checkbox"/> Inappropriate physical contact</p>	<p>BASIC HELPING SKILLS</p> <p><input type="checkbox"/> Allows for silences</p> <p><input type="checkbox"/> Maintains appropriate eye contact</p> <p><input type="checkbox"/> Maintains open posture (body toward client)</p> <p><input type="checkbox"/> Continuously uses supportive body language (head nod) and utterances (uh huh)</p>	<p>ANY ADVANCED SKILLS</p> <p><input type="radio"/> LEVEL 4</p> <p>ADVANCED HELPING SKILLS</p> <p><input type="checkbox"/> Varies body language throughout session to match client's content and expression</p>

## LEVEL 1: ANY UNHELPFUL BEHAVIOUR

Select the level and attributes observed for this competency		
<p>ANY HARMFUL BEHAVIOUR</p> <p><input checked="" type="radio"/> LEVEL 1</p>	<p>ANY OR NONE</p> <p><input type="radio"/> LEVEL 2</p>	<p>ALL BASIC SKILLS</p> <p><input type="radio"/> LEVEL 3</p>
<p>RISK OF HARM</p> <p><input type="checkbox"/> Engages in other activities (eg, answers mobile, completes paperwork)</p> <p><input checked="" type="checkbox"/> Laughs at client</p> <p><input type="checkbox"/> Uses inappropriate facial expressions</p> <p><input type="checkbox"/> Inappropriate physical contact</p>	<p>BASIC HELPING SKILLS</p> <p><input type="checkbox"/> Allows for silences</p> <p><input checked="" type="checkbox"/> Maintains appropriate eye contact</p> <p><input checked="" type="checkbox"/> Maintains open posture (body toward client)</p> <p><input type="checkbox"/> Continuously uses supportive body language (head nod) and utterances (uh huh)</p>	<p>ANY ADVANCED SKILLS</p> <p><input type="radio"/> LEVEL 4</p> <p>ADVANCED HELPING SKILLS</p> <p><input checked="" type="checkbox"/> Varies body language throughout session to match client's content and expression</p>

## LEVEL 2: NO OR SOME BASIC SKILLS SHOWN

Select the level and attributes observed for this competency		
<p>ANY HARMFUL BEHAVIOUR</p> <p><input type="radio"/> LEVEL 1</p>	<p>ANY OR NONE</p> <p><input checked="" type="radio"/> LEVEL 2</p>	<p>ALL BASIC SKILLS</p> <p><input type="radio"/> LEVEL 3</p>
<p>RISK OF HARM</p> <p><input type="checkbox"/> Engages in other activities (eg, answers mobile, completes paperwork)</p> <p><input type="checkbox"/> Laughs at client</p> <p><input type="checkbox"/> Uses inappropriate facial expressions</p> <p><input type="checkbox"/> Inappropriate physical contact</p>	<p>BASIC HELPING SKILLS</p> <p><input type="checkbox"/> Allows for silences</p> <p><input type="checkbox"/> Maintains appropriate eye contact</p> <p><input type="checkbox"/> Maintains open posture (body toward client)</p> <p><input type="checkbox"/> Continuously uses supportive body language (head nod) and utterances (uh huh)</p>	<p>ANY ADVANCED SKILLS</p> <p><input type="radio"/> LEVEL 4</p> <p>ADVANCED HELPING SKILLS</p> <p><input type="checkbox"/> Varies body language throughout session to match client's content and expression</p>

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Select the level and attributes observed for this competency			
ANY HARMFUL BEHAVIOUR	ANY OR NONE	ALL BASIC SKILLS	ANY ADVANCED SKILLS
<input type="radio"/> LEVEL 1	<input checked="" type="radio"/> LEVEL 2	<input type="radio"/> LEVEL 3	<input type="radio"/> LEVEL 4
<b>RISK OF HARM</b> <input type="checkbox"/> Engages in other activities (eg, answers mobile, completes paperwork) <input type="checkbox"/> Laughs at client <input type="checkbox"/> Uses inappropriate facial expressions <input type="checkbox"/> Inappropriate physical contact	<b>BASIC HELPING SKILLS</b> <input type="checkbox"/> Allows for silences <input checked="" type="checkbox"/> Maintains appropriate eye contact <input checked="" type="checkbox"/> Maintains open posture (body toward client) <input type="checkbox"/> Continuously uses supportive body language (head nod) and utterances (uh huh)	<b>ADVANCED HELPING SKILLS</b> <input type="checkbox"/> Varies body language throughout session to match client's content and expression	

## LEVEL 3: ALL BASIC SKILLS SHOWN

Select the level and attributes observed for this competency			
ANY HARMFUL BEHAVIOUR	ANY OR NONE	ALL BASIC SKILLS	ANY ADVANCED SKILLS
<input type="radio"/> LEVEL 1	<input type="radio"/> LEVEL 2	<input checked="" type="radio"/> LEVEL 3	<input type="radio"/> LEVEL 4
<b>RISK OF HARM</b> <input type="checkbox"/> Engages in other activities (eg, answers mobile, completes paperwork) <input type="checkbox"/> Laughs at client <input type="checkbox"/> Uses inappropriate facial expressions <input type="checkbox"/> Inappropriate physical contact	<b>BASIC HELPING SKILLS</b> <input checked="" type="checkbox"/> Allows for silences <input checked="" type="checkbox"/> Maintains appropriate eye contact <input checked="" type="checkbox"/> Maintains open posture (body toward client) <input checked="" type="checkbox"/> Continuously uses supportive body language (head nod) and utterances (uh huh)	<b>ADVANCED HELPING SKILLS</b> <input type="checkbox"/> Varies body language throughout session to match client's content and expression	

## LEVEL 4: ALL BASIC AND ANY ADVANCED SKILLS SHOWN

Select the level and attributes observed for this competency			
ANY HARMFUL BEHAVIOUR	ANY OR NONE	ALL BASIC SKILLS	ANY ADVANCED SKILLS
<input type="radio"/> LEVEL 1	<input type="radio"/> LEVEL 2	<input type="radio"/> LEVEL 3	<input checked="" type="radio"/> LEVEL 4
<b>RISK OF HARM</b> <input type="checkbox"/> Engages in other activities (eg, answers mobile, completes paperwork) <input type="checkbox"/> Laughs at client <input type="checkbox"/> Uses inappropriate facial expressions <input type="checkbox"/> Inappropriate physical contact	<b>BASIC HELPING SKILLS</b> <input checked="" type="checkbox"/> Allows for silences <input checked="" type="checkbox"/> Maintains appropriate eye contact <input checked="" type="checkbox"/> Maintains open posture (body toward client) <input checked="" type="checkbox"/> Continuously uses supportive body language (head nod) and utterances (uh huh)	<b>ADVANCED HELPING SKILLS</b> <input checked="" type="checkbox"/> Varies body language throughout session to match client's content and expression	