**Level 3 Sports Massage Mapping Toolkit**

**Optional Unit**

**A334**

**Apply accepted standards and continuously develop own practice in preventing and managing injuries in sport and active recreation**

Practitioners who use their skills to assist clients to prevent and/or manage injuries in sport and active recreation must work to accepted standards. They should also ensure that they establish and maintain relationships with their clients that assist performance and/or recovery and that they continuously reflect on and seek to develop their practice by keeping up with developments in the field.

The unit is divided into two parts. The first part describes the three things you have to do. These are:

**A334.1** Apply accepted standards of practice

**A334.2** Establish and develop effective working relationships with clients

**A334.3** Reflect on and develop own practice

The second part covers the unit specific knowledge and understanding you must have.

**How to use this Mapping Toolkit**

Using the right hand column, indicate where in your training materials the evaluator can see the relevant criteria evidenced.

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| **Performance Criteria** | **Mapping** | |
| **You must be able to: Apply accepted standards of practice** | | |
| 1. Apply accepted standards of personal hygiene, dress and appearance | |  |
| 1. Ensure all areas of your work comply with legal and regulatory requirements | |  |
| 1. Ensure there is adequate public liability and professional indemnity insurance for the work you are doing | |  |
| 1. Work within your scope of practice | |  |
| 1. Respect professional boundaries | |  |
| 1. Use an evidence-based approach to:  * techniques you select and apply * advice and information you provide | |  |
| 1. Follow the correct procedures for obtaining informed consent for any techniques you apply | |  |
| 1. Communicate appropriately with other relevant people | |  |
| 1. Maintain confidentiality | |  |
| 1. Manage/destroy records as legally required | |  |
| **You must be able to: Establish and develop effective working relationships with clients** | | |
| 1. Ensure clients understand your role and responsibilities and scope of practice | |  |
| 1. Follow approved guidelines for the presence of a chaperone and the protection of children and vulnerable adults | |  |
| 1. Ensure the comfort and dignity of clients | |  |
| 1. Communicate with clients in a way that is appropriate to them and their level of understanding | |  |
| 1. Show respect for clients with due regard to equality and diversity | |  |
| 1. Handle any disagreements and complaints in line with accepted good practice | |  |
| **You must be able to: Reflect on and develop own practice** | | |
| 1. Reflect on and evaluate your own practice, seeking the support of other practitioners as appropriate | |  |
| 1. Identify and prioritise areas of practice where you could improve | |  |
| 1. Keep up to date with developments in your field, evaluating their validity for your own work | |  |
| 1. Take part in learning and development activities that support your professional development | |  |
| 1. Regularly review progress to further develop your work and career | |  |

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| **Knowledge and understanding** | Mapping | |
| **You need to know and understand** | | |
| K1 The legal and regulatory requirements that govern your area of practice | |  |
| K2 The professional bodies/associations that cover your area of practice and their codes of conduct and other requirements | |  |
| K3 Accepted standards of personal hygiene, dress and appearance and why these are important | |  |
| K4 The types and levels of insurance appropriate to your scope of practice and why these are important | |  |
| K5 Why it is important to work within your scope of practice and what may happen if you do not | |  |
| K6 Why it is important to respect professional boundaries | |  |
| K7 Sources of information on evidence for the effectiveness of different techniques in your scope of practice and how to evaluate these | |  |
| K8 Why it is important to use an evidence-based approach | |  |
| K9 The procedures for informed consent and why these are important | |  |
| K10 How to communicate appropriately with other relevant people, such as:   * other practitioners * medical professionals * coaches/trainers * client representative | |  |
| K11 Situations in which effective communication with these people will be important | |  |
| K12 Rules and protocols covering confidentiality and why these must be observed | |  |
| K13 Legal requirements governing the keeping, management and destruction of records | |  |
| K14 Why it is important that clients understand your role and scope of practice | |  |
| K15 Requirements for the presence of a chaperone | |  |
| K16 Legal requirements governing the protection of children and vulnerable adults and how these apply to you | |  |
| K17 How to help clients take some responsibility for preventing and managing injury and why this is important | |  |
| K18 Why it is important to communicate clearly with clients | |  |
| K19 How to communicate with clients clearly and without using unnecessary jargon | |  |
| K20 The importance of showing respect for clients and how to show due regard for equality and diversity | |  |
| K21 The procedures you should follow when you there are disagreements and complaints involving clients | |  |
| K22 What ‘reflective practice’ means and how you can apply this to your day-to-day work | |  |
| K23 Sources of information on developments in your industry and how you can use these to keep up-to-date | |  |
| K24 How to identify gaps in your knowledge, understanding and skills | |  |
| K25 How to prioritise your learning and development objectives | |  |
| K26 How to develop a personal action plan | |  |
| K27 Sources of information and support on learning and development activities that you can us | |  |
| K28 Your own personal learning style and how to choose development activities that are appropriate to you | |  |
| K29 Career progression routes in the industry and the qualifications necessary to enter these routes | |  |
| K30 The importance of professional registration and how to achieve this | |  |
| K31 Why it is important to continuously seek to develop your performance further | |  |