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| Unit Title: Share knowledge and good practice | | |
| URN: A/602/6237 |  |  |
| Credit Value: 3 |  |  |
| Level: 5 |  |  |

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|  | **Assessment Method** | **Evidence Ref.**  **Page number, Method** | **Assessor Decision**  **Sign and Date** |
| **You must be able to:** | | | |
| **1 Plan to share knowledge and good practice** | | | |
| 1.1 Identify outcomes to be achieved through sharing knowledge and good practice |  |  |  |
| 1.2 Identify areas of knowledge and good practice that should be shared within and outside the organisation |  |  |  |
| 1.3 Agree methods to share knowledge and good practice that will meet outcomes and comply with legal and organisational requirements |  |  |  |
| 1.4 Demonstrate actions to overcome or reduce barriers to sharing knowledge and good practice |  |  |  |
| **2 Be able to share knowledge and good practice** | | | |
| 2.1 Implement agreed arrangements for sharing knowledge and good practice |  |  |  |
| 2.2 Develop opportunities to share knowledge and good practice within and outside the organisation |  |  |  |
| **3 Be able to incorporate new knowledge into own practice** | | | |
| 3.1 Take opportunities to learn about good practice of others within and beyond the organisation |  |  |  |
| 3.2 Evaluate the transferability of new knowledge to own practice |  |  |  |
| 3.3 Use new knowledge to improve own practice |  |  |  |
| **4 Be able to evaluate the sharing of knowledge and good practice** | | | |
| 4.1 Evaluate processes for sharing knowledge and good practice within and outside the organisation |  |  |  |
| 4.2 Research benchmarks for the sharing of knowledge and good practice |  |  |  |
| 4.3 Recommend improved processes for the sharing of knowledge and good practice |  |  |  |

**Learner declaration of authenticity:**

I declare that the work presented for this unit is entirely my own work.

Learner signature: Date:

**Assessor sign off of completed unit:**

I confirm that the learner has met the requirements for all assessment criteria demonstrating knowledge and skills for this unit.

Assessor name:

Signature: Date: