

# BTEC Level 3

## Health and Social Care



**Name:** \_\_\_\_\_

1. **Complete all sections of the workbook.**
2. **Make sure your name is on the document.**
3. **Use a wide range of resources** e.g. textbooks, journals, magazines, internet.
4. **Have a go at Harvard Referencing all your work** – (Guidance at the end of your booklet)
5. **Give it a go at creating a bibliography** (At the end of your booklet)

Your task is to;

**Research roles and responsibilities, skills and attributes of key professionals in multidisciplinary teams**

**Define roles and responsibilities**

**Define skills and attributes**

**Define multidisciplinary teams**

<b>Professionals</b>	<b>Their roles and responsibilities, skills and attributes</b>	<b>How they meet individual needs (their patients)</b>
Nurse		

<b>Professionals</b>	<b>Their roles and responsibilities, skills and attributes</b>	<b>How they meet individual needs (their patients)</b>
Paediatrician		
Social worker		

<b>Professionals</b>	<b>Their roles and responsibilities, skills and attributes</b>	<b>How they meet individual needs (their patients)</b>
GP		
Speech and language therapist		
Family support workers		

**Try to give an example on how some of the above professionals can work together in multidisciplinary teams to provide co-ordinated support to an individual. You must explain why they would work together.**

*For example, an autistic child may have involvement with the following agencies and professionals: NHS (GP, paediatrician, clinical psychologist, counsellor, speech and language therapist), local authority and education services (social worker, SENCO, educational psychologist), and the voluntary sector (family support officers from the National Autistic Society).*

## **THE HARVARD REFERENCE SYSTEM!!**

Throughout your studies you will be doing written work to show that you have a good grasp of the knowledge of your course. This is a great opportunity to show what you know. You can do this in your written work by quoting small amounts of text you have read. This is called referencing.

**Here is an easy step-by-step guide to referencing...**

### **Harvard Referencing**

Most courses ask students to reference using the Harvard system. It is used when you provide a full book reference list at the end of your piece of work, and you make references to specific pages from those books in your text. There are TWO parts to this system:

1. You write your quote out, and in brackets, put the author name, date and page.
2. Then you provide a list of books you have referenced from at the end of your written work ("bibliography").

### **Here is an example...**

You have read about Tuckman's Sequential Theory by Bruce Tuckman. It is on pages 19 to 20 of the course BTEC textbook.

This is what you would put in your written work:

"The first stage forming phase, refers to people meeting for the first time and sharing information".

<b>Stretch, Whitehouse</b>	<b>2010</b>	<b>(p19)</b>
(Author name)	Year of publication	Page number

### ***This is what you in the "bibliography"...***

<b>Stretch, Whitehouse</b>	<b>2010</b>	<b>BTEC Level 3 Health &amp; Social care</b>
<b>Book 1</b>	<b>Pearson Education Limited</b>	
Author's surname & initials	Date of publication	Full title of the book
	Name of the publisher	

**You will find the year of publication and the name of the publisher in the front of the book**

## Constructing a Bibliography

This must be presented in alphabetical order.

We suggest the **Harvard Referencing System**, which uses the following order: author surname, initial, date, title of publication, place of publication, publisher.

When an author has written two books in a year, it is normal to use 'a' or 'b' to distinguish them in the text.

<b>Author surname</b>	<b>Initial/s</b>	<b>Date</b>	<b>Title of publication</b>	<b>Place of publication</b>	<b>Publisher</b>
Mill	J S	1985	On Liberty (1859) ed. Himmelfarb	London	Penguin Classics

## Webliography

It seems sensible to follow bibliographical convention, and present this in alphabetical order.

The following recommendation includes all the essential elements required in the citation of a website:

<b>Author</b>	<b>Publication date</b>	<b>Page title</b>	<b>Site title</b>	<b>URL (page, not site)</b>	<b>Date accessed</b>