



Qualification Specification for:

OCN NI Level 2 Certificate in Holistic Health and Complementary Therapies

➤ Qualification No: 601/2685/1

Qualification Regulation Information

OCN NI Level 2 Certificate in Holistic Health and Complementary Therapies

Qualification Number: 601/2685/1

Operational start date: 1 March 2014

Operational end date: 31 December 2029

Certification end date: 31 December 2031

Qualification operational start and end dates indicate the lifecycle of a regulated qualification. The operational end date is the last date by which learners can be registered on a qualification and the certification end date is the last date by which learners can claim their certificate.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications (<http://register.ofqual.gov.uk/>). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

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Foreword

This document explains OCN NI's requirements for the delivery and assessment of the following regulated qualification:

→ **OCN NI Level 2 Certificate in Holistic Health and Complementary Therapies**

This specification sets out:

- Qualification features
- Centre requirements for delivering and assessing the qualification
- The structure and content of the qualification
- Unit details
- Assessment requirements for the qualification
- OCN NI's quality assurance arrangements for the qualification
- Administration

OCN NI will notify centres in writing of any major changes to this specification. We will also publish changes on our website at www.ocni.org.uk

This specification is provided online, so the version available on our website is the most up to date publication. It is important to note that copies of the specification that have been downloaded and printed may be different from this authoritative online version.

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About Regulation

OCN NI

Open College Network Northern Ireland (OCN NI) is a regulated Awarding Organisation based in Northern Ireland. OCN NI is regulated by CCEA Regulation to develop and award professional and technical (vocational) qualifications from Entry Level up to and including Level 5 across all sector areas. In addition, OCN NI is regulated by Ofqual to award similar qualification types in England.

The Regulated Qualifications Framework: an overview

The Regulated Qualifications Framework (RQF) was introduced on 1st October 2015: the RQF provides a single framework for all regulated qualifications.

Qualification Level

The level indicates the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels (Levels 1-8) supported by three 'entry' levels (Entry 1-3).

Qualification Size

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in terms of Total Qualification Time (TQT), and the part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH).

Qualification Features

Sector Subject Area

1.3 Health and social care

Qualification Aim

The OCN NI Level 2 Certificate in Holistic Health and Complementary Therapies qualification has been designed to provide an understanding of the importance of one's own health/well-being and the theory and practice associated with holistic health and well-being. Learners will develop an understanding of the impact of nutrition, stress and emotions on health/well-being and how this can be alleviated using complementary therapies.

Grading

Grading for this qualification is pass/fail.

Qualification Target Group

The qualification is targeted at learners who wish to develop and/or practice their skills in the area of complementary therapies and/or who wish to follow a career in this area.

Progression Opportunities

The OCN NI Level 2 Certificate in Holistic Health and Complementary Therapies qualification enables progression into further learning in this area or into employment. It will also provide entry to the level 3.

Entry Requirements

There are no formal entry requirements though it is expected that learners will receive appropriate advice and guidance regarding the level and suitability of the qualification and have a sound knowledge of holistic health and complementary therapies. Learners must be at least 16 years old.

Qualification Support

A Qualification Support pack is available for OCN NI centres within the login area of the OCN NI website (<https://www.ocnni.org.uk/my-account/>), which includes additional support for teachers, eg planning and assessment templates, guides to best practice, etc.

Delivery Languages

This qualification is available in English only at this time. If you wish to offer the qualification in Welsh or Irish (Gaeilge) then please contact OCN NI who will review demand and provide as appropriate.

Centre Requirements for Delivering the Qualification

Centre Recognition and Qualification Approval

New and existing OCN NI recognised centres must apply for and be granted approval to deliver these qualifications prior to the commencement of delivery.

Centre Staffing

Centres are required to have the following roles in place as a minimum, although a member of staff may hold more than one role*:

- Centre contact
- Programme co-ordinator
- Assessor
- Internal Verifier

*Note: A person cannot be an internal verifier for any evidence they have assessed.

Tutors

Tutors delivering the qualification should be occupationally competent, qualified to at least one level higher than the qualification and have a minimum of one year's experience in the health and social care sector.

Assessors

The qualification is assessed within the centre and is subject to OCN NI's quality assurance processes. Units are achieved through internally set, internally assessed, and internally verified evidence.

Assessors must:

- be occupationally competent and qualified to at least one level higher than the qualification
- have a minimum of one year's experience in the health and social care sector
- have direct or related relevant experience in assessment
- assess all assessment tasks and activities

Internal Verification

OCN NI qualifications must be scrutinised through the centre's internal quality assurance processes as part of the recognised centre agreement with OCN NI. The centre must appoint an experienced and trained internal verifier whose responsibility is to act as the internal quality monitor for the verification of the delivery and assessment of the qualifications.

The centre must agree a working model for internal verification with OCN NI prior to delivery of the qualification.

Internal Verifiers must:

- have at least one year's occupational experience in the areas they are internally verifying
- attend OCN NI's internal verifier training if not already completed

Internal verifiers are required to:

- support tutors and assessors
- sample assessments according to the centre's sampling strategy
- ensure tasks are appropriate to the level being assessed
- maintain up-to-date records supporting the verification of assessment and learner achievement

Structure and Content

The table below summarises the structure of this qualification. In order to achieve the qualification learners must complete a total 13 credits (both mandatory units).

Total Qualification Time (TQT) for this qualification: 130 hours
 Guided Learning Hours (GLH) for this qualification: 104 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	Credit Value	GLH	Level
T/505/9033	CAX518	Theory and Practice of Holistic Health and Complementary Therapies	7	56	Two
M/505/9032	CAX519	Personal Growth for Holistic Health and Well-being	6	48	Two

Unit Details

Title:	Theory and Practice of Holistic Health and Complementary Therapies
Level:	Two
Credit Value:	7
Guided Learning Hours (GLH):	56
OCN NI Unit Code:	CAX518
Unit Reference No:	T/505/9033
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand the theory and practice of holistic health and complementary therapies.	
Learning Outcomes	Assessment Criteria
1. Understand different approaches to the maintenance of holistic health and well-being.	1.1. Compare and contrast the following: a) Alternative b) Complementary c) Integrative d) Holistic e) Allopathic f) Traditional Medicine
2. Understand commonly used Complementary Therapies.	2.1. Describe the application and benefits of commonly used Complementary Therapies
3. Understand therapeutic touch techniques.	3.1. Describe when and with whom a person would use Touch Techniques 3.2. Demonstrate the use of Emotional Stress Release (ESR), Emotional Freedom Technique (EFT) and Gentle Touch Technique (GTT).
4. Understand the safe use of natural remedies and holistic approaches to common physical conditions.	4.1. Describe and compare the contents and maintenance of a First Aid Kit and a Complementary Therapy Aid Kit 4.2. Describe traditional remedies including traditional home cures and procedures for dealing with common minor physical conditions, injuries and /or imbalances.
5. Understand the safe use of Herbal Medicine.	5.1. Describe the use and benefits of herbal remedies for common physical health conditions. 5.2. Describe contra-indicators for safety when using herbal remedies.
6. Understand the safe use of Bach Flower remedies.	6.1. Describe with examples the safe use of Bach Flower Remedies.
7. Understand the benefits of Reflexology.	7.1. Describe the benefits of and what is meant by reflexology. 7.2. Describe the main reflexology pressure sites on a foot map. 7.3. Describe how health issues relate to a foot map.
8. Understand Expressive Therapies.	8.1 Describe, with examples, the meaning of Expressive Therapies.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes Learner log/diary Peer notes Record of observation Record of discussion Audio/video/photographic record Charts/graphs
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Tutor record of observation Learner notes Tutor lesson plan Tutorial notes Audio/video/photographic record Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Tutor record of observation Learner notes Tutor lesson plan Tutorial notes Audio/video/photographic record Learner log/diary

Title:	Personal Growth for Holistic Health and Well-being
Level:	Two
Credit Value:	6
Guided Learning Hours (GLH):	48
OCN NI Unit Code:	CAX519
Unit Reference No:	M/505/9032
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand the application of holistic health, its impact on well-being and personal growth.	
Learning Outcomes	Assessment Criteria
1. Understand how to assess own health and well-being and personal goals.	1.1 Construct own body map and complete personal appraisal. 1.2 Describe own current health status including signs of imbalance. 1.3 Develop own personal goals and learning plans.
2. Understand the correlation between food, health and well-being.	2.1 Describe the correlation between food, health and well-being. 2.2 Describe signs of vitamin and mineral deficiencies. 2.3 Describe a balanced diet and its benefits. 2.4 Assess own diet and develop a nutritional plan to promote optimum health and well-being.
3. Understand the impact of emotions on health and well-being.	3.1 Describe common triggers for emotional distress. 3.2 Summarise therapies that can have a positive impact on emotional health and wellbeing. 3.3 Develop an action plan for own emotional health and well-being.
4. Understand the impact of stress on health and well-being.	4.1 Describe the signs and indicators of stress. 4.2 Demonstrate the use of a body map to show the impact of unresolved stress. 4.3 Describe and demonstrate methods of reducing the adverse impact of stress.
5. Understand how mental health impacts on health and well-being.	5.1 Describe the impact of mental health on health and well-being. 5.2 Describe how hidden and core beliefs and chronic negative thoughts impact on health and well-being. 5.3 Describe using examples how affirmations and Cognitive Behavioural Therapy (CBT) can be used to improve mental health and well-being.
6. Understand the mind, body spirit connection in holistic health.	6.1 Describe how spirituality can impact on overall health and well-being. 6.2 Demonstrate the use of meditation and reflection techniques. 6.3 Review own body map and personal goals. 6.4 Develop an action plan in relation to holistic health and well-being.

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Quality Assurance of Centre Performance

External Verification

All OCN NI recognised centres are subject to External Verification. External verification visits and monitoring activities will be conducted annually to confirm continued compliance with the conditions of recognition, review the centre's risk rating for the qualification and to assure OCN NI of the maintenance of the integrity of the qualification.

The External Verifier will review the delivery and assessment of this qualification. This will include the review of a sample of assessment evidence and evidence of the internal verification of assessment and assessment decisions. This will form the basis of the External Verification report and will inform OCN NI's annual assessment of centre compliance and risk. The External Verifier is appointed by OCN NI.

Standardisation

As a process, standardisation is designed to ensure consistency and promote good practice in understanding and the application of standards. Standardisation events:

- make qualified statements about the level of consistency in assessment across centres delivering a qualification
- make statements on the standard of evidence that is required to meet the assessment criteria for units in a qualification
- make recommendations on assessment practice
- produce advice and guidance for the assessment of units
- identify good practice in assessment and internal verification

Centres offering units of an OCN NI qualification must attend and contribute assessment materials and learner evidence for standardisation events if requested.

OCN NI will notify centres of the nature of sample evidence required for standardisation events (this will include assessment materials, learner evidence and relevant assessor and internal verifier documentation). OCN NI will make standardisation summary reports available and correspond directly with centres regarding event outcomes.

Administration

Registration

A centre must register learners within 20 working days of commencement of a qualification.

Certification

Certificates will be issued to centres within 20 working days of receipt of correctly completed results marksheets. It is the responsibility of the centre to ensure that certificates received from OCN NI are held securely and distributed to learners promptly and securely.

Charges

OCN NI publishes all up to date qualification fees in its Fees and Invoicing Policy document. Further information can be found on the centre login area of the OCN NI website.

Equality, Fairness and Inclusion

OCN NI has considered the requirements of equalities legislation in developing the specification for these qualifications. For further information and guidance relating to access to fair assessment and the OCN NI Reasonable Adjustments and Special Considerations policies, centres should refer to the OCN NI website.

Retention of Evidence

OCN NI has published guidance for centres on the retention of evidence. Details are provided in the OCN NI Centre Handbook and can be accessed via the OCN NI website.

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