



# Certificate for Employment Advisers in NHS Talking Therapies

LEVEL  
4

This qualification is aimed at Employment Advisers who deliver employment interventions in NHS Talking Therapies to clients with mental health needs.



**Total Qualification Time:**  
**200 hrs**

**Qualification Number:** 610/2601/3

**Qualification Age:** 18



**Guided Learning (GL):**  
**110 hrs**

**Availability:** This qualification is regulated in England

**Operational From:** 1 May 2023



# Qualification Objectives

## What does this qualification cover?

The objective of this qualification is to provide learners with the knowledge and skills required to deliver employment interventions in NHS Talking Therapies to clients with mental health needs.

## Who is the qualification for?

This qualification is aimed at those who deliver employment interventions in NHS Talking Therapies to clients with mental health needs.

## Who supports this qualification?

The qualification has been developed in collaboration with the Department for Work and Pensions (DWP) and Department for Health and Social Care (DHSC) Joint Work and Health Directorate, and Senior Employment Advisers.



# Qualification Progression

## What future education could this qualification lead to?

Learners could progress to further related qualifications, for example the Level 6 Diploma in Career Guidance and Development.

## What future employment could this qualification lead to?

Learners need to be working as an Employment Adviser to complete this qualification and it could lead to future employment as a Senior Employment Adviser, Psychological Wellbeing Practitioner or High Intensity Therapist.



# Qualification Achievement

## What are the entry requirements for the qualification?

Prior to registration learners are required to be:

- accurately identified
- at least 18 years of age
- working as an Employment Adviser delivering employment interventions in NHS Talking Therapies.

## How will it be assessed?

This qualification contains three mandatory units to be completed by the learner. Each unit is comprised of a number of learning outcomes and assessment criteria which must all be achieved.

Learning outcomes that begin ‘The learner will understand...’ will be assessed through theory-based activities.

Learning outcomes that begin ‘The learner will be able to...’ are assessed through practical activities.

For example:

### Learning outcomes

The learner will...

1. Understand mental health conditions in the context of NHS Talking Therapies
2. Be able to conduct assessments of clients’ employment needs in NHS Talking Therapies

### Assessment criteria

The learner will...

- 1.1 Describe mental health conditions in the context of primary and secondary NHS Talking Therapies
- 1.2 Analyse the impact of mental health conditions on individual day to day functioning and motivation in relation to employment
- 1.3 Analyse the impact of work on individual mental health and wellbeing
- 2.1 Conduct assessments of clients’ employment needs to establish their overarching goal
- 2.2 Determine clients’ employment needs in the context of their mental health

## What will be assessed?

Portfolio of evidence and demonstration of skills either in the training environment or in the workplace.



# Qualification Delivery

## What facilities and/or equipment are needed to deliver this qualification?

The approved centre is required to have:

- one or more delivery sites with facilities to support the programme of training and assessment
- equipment in place to facilitate the full programme of learning and assessment
- opportunities in the workplace for learners to carry out tasks/activities which allow them to generate evidence to meet assessment criteria.

## What qualification materials support this qualification?

This qualification is supported by additional documents which must be read by all relevant personnel within approved centres approved to offer this qualification. These include:

- SFJ Awards Level 4 Certificate for Employment Advisers in NHS Talking Therapies Qualification Handbook, detailing unit specifications, learning outcomes and assessment criteria for the qualification
- SFJ Awards Centre Handbook
- SFJ Awards Assessment Guidance
- SFJ Awards Quality Assurance (Internal and External) Guidance

Our policies are available on the SFJ Awards website  
<https://sfjawards.com/policies/>.

SFJ Awards also have template forms available to support assessors and internal quality assurers.

## What workforce is needed to be able to deliver this qualification?

The approved centre is required to have a qualified and competent qualification workforce in place which includes as a minimum:

- Head of Centre
- Centre Coordinator
- Assessor(s) and Internal Quality Assurers (IQA) who:
  - Are occupationally knowledgeable in delivering employment interventions to clients with mental health needs
  - Have current occupational competence in delivering employment interventions to clients with mental health needs
- Assessors who are:
  - Qualified with a recognised assessor qualification, or
  - Working towards a recognised assessor qualification
- IQA(s) who are:
  - Qualified with a recognised IQA qualification, or
  - Working towards a recognised IQA qualification

## How much does this qualification cost?

Qualification registration fees are available from SFJ Awards on request and on our website

<https://sfjawards.com/find-qualifications/about-our-qualifications/>

## How to apply to deliver this qualification

SFJ Awards' approved centres should complete the Qualification Approval Form available from Odyssey or the Centre Resources section of the website:

[www.sfjawards.com/centres/centre-resources](http://www.sfjawards.com/centres/centre-resources)

Other centres will need to become approved by SFJ Awards. For information and the centre application form please see our website:

[www.sfjawards.com/centres/become-a-centre](http://www.sfjawards.com/centres/become-a-centre)

For more information please contact SFJ Awards' Customer Support Team:

**Tel: 0114 284 1970**

**Email: [info@sfjawards.com](mailto:info@sfjawards.com)**

**Website: [www.sfjawards.com](http://www.sfjawards.com)**



## Qualification Structure

Learners must successfully complete three mandatory units to achieve the qualification

Unit title	Level	GL	Reference	Assessment method(s) can include a combination of:
Understand the Role of the Employment Adviser in NHS Talking Therapies	4	40	D/650/6697	Written examination; Professional discussion; Coursework; Projects; Portfolio of Evidence; E-assessment
Engagement and Initial Assessment in the Employment Adviser Role in NHS Talking Therapies	4	25	F/650/6698	Written examination; Professional discussion; Coursework; Projects; Portfolio of Evidence; E-assessment; Observation; Practical Demonstration / Assignment; Presentation
Delivering Employment Interventions to People with Mental Health Needs	4	45	H/650/6699	Written examination; Professional discussion; Coursework; Projects; Portfolio of Evidence; E-assessment; Observation; Practical Demonstration / Assignment; Presentation

# Contacts



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## **Qualifications Wales**

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## **CCEA**

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## **Skills for Justice**

How to contact: [www.sfjuk.com/contact](http://www.sfjuk.com/contact)  
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SFJ Awards is part of the Workforce Development Trust group, together with Skills for Justice, Skills for Health and People 1st International. The Workforce Development Trust is a not-for-profit organisation helping employers to continually improve their workforce through increasing productivity, improving learning solutions and helping to boost the skills for staff across a wide range of industries throughout the UK and internationally.

SFJ Awards is an independent Awarding Organisation, regulated by the UK qualifications regulators, including Ofqual, CCEA and Qualifications Wales, to assess, quality assure and certificate learners and employees, helping training providers and employers to continue developing a highly skilled workforce for the future. Our values are 'For Skills, For Flexibility and For Jobs' and our work embodies the core charitable aims of the wider Workforce Development Trust group that ultimately supports better jobs. We add value to employers and training providers by delivering a wide range of sector-specific regulated qualifications, bespoke learner certification and quality assurance; SFJ Awards is also an End-Point Assessment Organisation for Apprenticeships in England.

Whilst predominantly delivering qualifications and assessments to meet the needs of Policing, Fire and Rescue, Community Justice, Custodial Care, Armed Forces, Security and Emergency Services, we continue to grow into markets that require a robust, and quality assured certification solution.