

Overview

This standard is about developing and sustaining the smooth and consistent working of the multidisciplinary team in order to achieve the goal of best care for individuals. This is achieved through fostering a climate in which there is open exchange of information and views between members.

Users of this standard will need to communicate effectively to meet individuals' needs and wishes and work in line with health and safety legislation, policy and practices.

Performance criteria

You must be able to:

- P1. identify and agree the roles and responsibilities of yourself and others in effective multidisciplinary team working
- P2. ensure that your working practice conforms to decisions taken by the team
- P3. communicate effectively with other team members and constructively acknowledge their views
- P4. provide clear, accurate and sufficient information on work in progress to enable another member of the team to effectively carry out their work
- P5. provide colleagues with help and advice when requested and when this is consistent with your other responsibilities
- P6. make sure that issues in the team are addressed positively and handled in a constructive manner
- P7. maintain confidentiality of information relating to other members of the team
- P8. identify examples of practice and suggest improvements
- P9. identify your own development needs against the demands of the work role and the demands/requirements of the team
- P10. complete all relevant documentation required for effective multidisciplinary team working

Knowledge and understanding

You need to know and understand:

- K1. how to access and interpret all relevant work instructions, legislation, guidelines, policies, procedures and protocols needed to contribute to effective multidisciplinary team working
- K2. the scope and limitations of your own competence, responsibilities and accountability as it applies to your job role
- K3. specific procedures for reporting or escalating issues which are beyond your competence, responsibilities and accountability
- K4. the procedures and methods relating to the coordination of inter-disciplinary and multi-disciplinary teams within and across services
- K5. the roles, responsibilities and contribution that different professions and staff groups make to the evaluation, planning and delivery of care in your work area and relevant to your role
- K6. information needs of other people in the team
- K7. communication structures in the organisation
- K8. how to ask open-ended questions, listen carefully and summarise back
- K9. how to make decisions from the multiple perspectives of a team
- K10. how effective teams work
- K11. the principles and practice of group dynamics
- K12. the different features services must have to meet people's gender, culture, language or other needs
- K13. how to complete and safely store all relevant documentation in accordance with organisational requirements

Contribute to effective multidisciplinary team working

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