

RENAL SOCIAL WORKER COMMUNITY OF PRACTICE (COP)

RENAL SOCIAL WORKER COMPETENCY AND TRAINING FRAMEWORK



Definition of Competency:

The NSWCF (Singapore) defines competencies as measurable and observable knowledge, skills and behavioural attributes that enable individuals to perform their job responsibilities effectively. (National Social Worker Competency Framework, 2015)

Purpose of Framework:

Whilst there are four proficiency levels—Foundational, Intermediate, Advanced and Expert—set out within the NSWCF, this competency and training framework focuses on (1) describing the key responsibilities of the renal (specialty) social workers practising in either the health or community sector and (2) highlighting essential knowledge and skills required by the worker to perform these responsibilities.

The framework also informs the CoP, social work managers and supervisors of existing and relevant training programmes and facilitates the creation of in-house training programme for staff. Furthermore, this framework will guide the design and development of the inaugural Renal Social Worker (RSW) CoP Orientation Training in Singapore.

Job Description:

The role of the renal social worker (health or community-based) is to work as part of or alongside a multidisciplinary team (MDT) of specialist doctors, nurses, allied health and mental health care professionals to work with and support patient who are diagnosed with renal impairment/failure and their family. He/she will conduct independent case assessment, implement effective and timely psychosocial interventions, advocacy, and case management services to patient and their family who are facing personal, social, emotional, and financial problems arising from the illness, to alleviate their problems and regain their social and psychological functioning.

He/she also is required to manage, coordinate and represent social work cases by actively reaching out to internal and external stakeholders including, organisation leadership, funders, government bodies and the wider group and community work.

Depending on his/her job grade, the worker may assume supervisory, consultative and teaching role to social work students, junior social workers and members of the MDT (where relevant). He/she may also conduct training for professionals within or outside of his/her organisation as a domain expert.

Requirement

Degree (BA or MA) and/or Post-graduate qualification in Social Work

Key Competency Domains

This framework highlights eight core competency domains that are essential for renal social workers to perform their job responsibilities effectively and holistically.

- 1. Medical Aspects of Kidney Disease and Treatment
- 2. Case Work (adapted from NSWCF, 2015)
- 3. Group Work (adapted from NSWCF, 2015)
- 4. Social Work Ethics, Clinical Ethics and Legislation
- 5. Knowledge and Management of Financial and Community Resources
- 6. Renal Palliative Care
- 7. Loss, Grief and Bereavement
- 8. Knowledge and Management of Mental Health Issues

Competency	What the incumbent is expected to do?	Competency		Avellable Testates
Domain		Knowledge	Skills	Available Training
MEDICAL ASPECTS OF KIDNEY DISEASE & TREATMENT	 Provide basic psycho education on aetiology of renal disease, options of renal replacement therapy as well as conservative management Ascertain and clarify patient and family's understanding on the stage of kidney impairment with consultation from the primary medical team Apply relevant medical knowledge in renal case assessment, formulation and management Apply relevant medical knowledge in providing case management consult for MSWs Conduct living-related donor assessment and furnish a report to the Transplant Ethics Committee 	 Of the function of the kidney Of congenital and non-congenital renal diseases, aetiology, trajectory, symptoms, and potential complications such as: Diabetic Nephropathy Glomerulonephritis Systemic Lupus Erythematosus Renovascular Disease IgA Nephropathy Polycystic Kidney Disease Chronic Pyelonephritis Kidney Stones Urinary Reflux / Tract Infection Injury or Trauma and Poison Renal bone disease Of renal polypharmacy, clinical indications and their side-effects Of renal dietary requirements, restrictions and guidelines Of renal replacement therapies: Haemodialysis Peritoneal Dialysis Kidney Transplant Of conservative management as a treatment option Of psychosocial illness typology and disease trajectory Of specialised clinical knowledge in living-related donor assessment (*Renal Transplant Track) 	 Ability to synthesise medical knowledge as part holistic case assessment and examine the impact and needs of patient and/or family. Ability to recognise symptoms and potential side-effect of ongoing treatment Ability to synthesise medical and other relevant knowledge to provide case consult and/or supervision for MSWs and/or the MDT Ability to provide on-going assessment and discussion with patient and family on treatment maintenance 	 RSW CoP Orientation Training On-the-job Training Renal Nursing Induction Renal Medical officer and Residency Training Grand rounds National Kidney Foundation Singapore (NKFS) Community Outreach Team Educational Workshop Local / international conferences including but not limited to: Kidney Care Conference Singapore Asian Colloquium in Nephrology Course (SOTANC) Nursing International Society Peritoneal Dialysis (ISPD) Conference International Society of Nephrology (ISN) – World Congress of Nephrology Congress of the European Society for Organ Transplantation (ESOT) American Transplant Congress International Congress of The Transplantation Society

Competency	What the incumbent is expected to do?	Competency		A child Tarin
Domain		Knowledge	Skills	Available Training
CASE WORK Provide end-to- end renal case management support and appropriate level of care through assessment, care planning and interventions, and evaluation of care. • Engagement & Assessment • Goal setting & Intervention • Case Review & Documentation	 Apply relevant theories, models, frameworks and principles in renal case management Assess the impact and/or burden of illness on the family system e.g. Siblings, parents, children, marital relationship and parenting etc. Formulate case assessment, goals setting and intervention plans Facilitate and provide MSW input to the MDT case discussions and/or family meetings/ conferences Appraise complex and/or high risk renal case and provide clinical input and guidance to MSWs and the MDT Promote culturally sensitive practices Provide timely, concise and accurate documentation 	 Of Five Es of renal rehabilitation Education Employment Exercise Encouragement Evaluation Of relevant theories, model, or frameworks such as: Bio-psycho-social-spiritual Model Systems Theory Ecological Model Life Development Theories Family-Centred Approach Crisis Intervention Model Casework Principles Motivational Interviewing Solution-Focused Approach Narrative Approach Choice and Reality Theory Of relevant theories, models & frameworks to understand the impact of illness on the coping of the individual and his/her family systems: Illness narrative (Kleinman) Illness trajectory (Corbin & Strauss) Psychosocial illness typology (Roland) Of casework processes and skills including but not limited to: Interviewing skills Engagement and attending skills History taking & documentation Critical analysis to aid formulation of effective interventions 	 Ability to utilise relevant casework skills to attain, record and synthesise critical information to aid case assessment: Interviewing skills Engagement and attending skills History taking & documentation Critical analysis to aid formulation of effective interventions Ability to integrate relevant theories, models and framework to formulate case assessment and intervention Ability to provide psychoeducation and counselling for adjustment of illness Ability to assess impact of interventions on the patient, family and the MDT members, modify and develop care plans accordingly Ability to articulate and document clinical goals, assessment, intervention and outcome clearly and in a concise manner Ability to engage educators and school counsellors to support the development of children and adolescents* Ability to conceptualise and assess complex renal cases critically and accurately 	 RSW Orientation Training On-the-Job Training Singapore Association of Social Workers (SASW) – MSW Chapter Training SASW Social Report Writing Workshop Living Matters – Disease Specific Advance Care Planning (DSACP) Facilitator Training Social Service Institute (SSI) – Professional Certificate in Casework Academy of Human Development (AHD) – Solution-Focused Brief Therapy Training SGH Post-Graduate Allied Health Institute (PGAHI) – Motivational Interview Workshops (Basic & Advanced) William Glasser Institute Singapore – Choice Theory / Reality Therapy Training Dulwich Centre Singapore – Narrative Therapy Training

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CASE WORK Provide end-to- end renal case management support and appropriate level of care through assessment, care planning and interventions, and evaluation of care. Engagement & Assessment Goal setting & Intervention Case Review & Documentation	 Collaborate with external stakeholders to co-manage cases and ensure seamless care transition Provide ongoing assessment and intervention to enhance patient and family's coping through disease progression as well as increasing comorbidities Evaluate effectiveness and timeliness of care and therapeutic interventions Identify and formulate emerging trends to guide development of interventions ** For paediatric social worker – Apply special education, early intervention programmes and academic supports for children 	 Of Living Matters – Disease specific advance care planning (DSACP) facilitation and documentation Of culturally sensitive practice Of basic mediation and interpersonal conflict management Of shared decision-making model Of facilitation skills to lead high-risk cases conferences within the multidisciplinary setting Of advanced communication knowledge and skills to work within and/or beyond different clinical units, department and health and/or social care systems Of children disorder including but not limited to: Autism Spectrum Disorder Global Development Delay Attention Deficit Hyperactivity Disorder 	 Ability to apply and articulate case management principles that embrace holistic approach, systems perspective, integration of services and continuity of care Ability to facilitate interprofessional case conferences as well as moderate and direct family meetings with the MDT Ability to apply case management tools, techniques and approaches to achieve the intended therapeutic outcomes Ability to work with children with special needs who are diagnosed with renal impairment, their family, the MDT and school systems to facilitate access to services in the community 	

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Domain		Knowledge	Skills	Available Training
GROUP WORK Develop, conduct and facilitate group therapy sessions to build social support systems and networks for renal patient and their family	 Assist in the planning, implementation, monitoring and evaluation of groups Target and reach out to individuals who may benefit from group work Co-facilitate and/or facilitate support and psycho-educational groups for patient and/or family Design and conduct Needs Assessment to identify existing services gaps and needs in renal care Formulate and outline outreach programmes for patient and family based on outreach strategies Conduct therapeutic group work and therapies for targeted service users, and track outcome and collect data to ensure effectiveness of practice 	 Of group work theories that inform group work practice coupled with renal patient's needs and prevalent social issues impacting on treatment outcomes Of group facilitation techniques and skills Of group theory and practice (i.e. recruitment and selection, type, composition, structure, needs and purpose) Of group behaviour, patterns, dynamics and processes 	 Ability to assess the appropriateness of the group i.e. stage of renal failure, renal treatment options, type, composition, structure, needs and purpose, and assess group dynamics and integrate experiences of patient into the group work processes Ability to conduct supportive group work functions (be it in hospital or community setting) Ability to use appropriate group intervention strategies relevant to renal expertise to organise and strategize group efforts, articulate outcomes of the group work for patient Ability to use insights from dynamics of key identified groups of renal patients to formulate intended therapeutic outcomes for various patient profiles. 	 RSW Orientation Training On-the-Job Training SASW Group Work Skills Workshop SSI – Professional Certificate in Group Work

Competency	What the incumbent is expected to do?	Competency		Available Tusining
Domain		Knowledge	Skills	Available Training
SOCIAL WORK ETHICS, CLINICAL ETHICS AND LEGISLATION	 Apply social work code of ethics in guiding the provision case management services Articulate legal and ethics governing health and medical practices in renal case management Articulate and apply sound ethical reasoning in case management and treatment decision-making Identify and address ethical issues that may arise in the care of renal patient Facilitate decision-making for vulnerable individual i.e. young adults (below 21), person with mental illness and/or are mentally incapacitated. Appraise complex renal case and provide ethics-informed guidance and recommendations to MSWs and the MDT 	 Of relevant ethical principles and approaches: NASW and SASW Professional Code of Ethics Meta Principles of Medical Ethics Four-Box Approach to Clinical Ethics Of legislations that directs and/or guides the practice of medicine and social care: Mental Capacity Act Lasting Power of Attorney Advance Medical Directive Human Organ Transplant Act Medical (Education, Therapy and Research) Act Vulnerable Adults Act Mental Health (Care and Treatment) Act Misuse of Drugs Act (Chapter 185) Women's Charter Children and Young Persons Act (for risk assessment of children or young persons) Destitute Persons Act (Chapter 78) Work Injury Compensation Act Infectious Disease Act Of ethical reasoning and frameworks to guide sound ethical reasoning to manage complex ethical issues 	 Ability to recognise and articulate ethical issues and/or dilemmas in the course of patient care Ability to apply ethical principles to assess and highlight medicolegal and ethical cases to the MDT Ability to apply ethical principles to appraise and manage complex medicolegal and ethical issues Ability to facilitate and direct the management of complex medicolegal and ethical cases Ability to facilitate ethical treatment decision-making for patient who lacks decisional capacity due to congenital intellectual disability and/or mental health issues 	 RSW Orientation Training On-the-Job Training MSW Chapter Training on Healthcare Ethics NUS Continuing Professional Training on Ethical Reasoning SASW Social Work Ethics in Singapore PalC – CLEAR (Communication, Law, Ethics & Professional Regulation) End of Life Care NUS Centre for Biomedical Ethics (CBmE) Journal Club NUS CBmE Clinical Ethics Conference

Competency	What the incumbent is expected to do?	Competency		A stable water.
Domain		Knowledge	Skills	Available Training
KNOWLEDGE AND MANAGEMENT OF FINANCIAL AND COMMUNITY RESOURCES	 Know the healthcare financing model in Singapore and its influence on renal service delivery Assess the need of patient and family to require external financial aid to pay for Private interim haemodialysis in the community Intermittent peritoneal dialysis at the outpatient setting Provide timely information, financial assistance and care planning to facilitate patient's access to community-based private interim dialysis treatment Educate and facilitate (if needed) patient and family application to voluntary welfare organisation dialysis programme in the community Provide case consult and guidance for MSWs and/or MSWs interns 	■ Of healthcare financing model and structure in Singapore in relation to renal diseases and treatment: ■ Ministry of Health (MOH) subvention for Dialysis Treatment ■ Medifund ■ Medisave ■ MediShield Life ■ ElderShield / CareShield ■ Private Insurances ■ Of eligibility criteria and application procedure of voluntary welfare organisations (VWOs) in the community for long term dialysis placement and/or treatment: ■ National Kidney Foundation Singapore (NKFS) ■ Subsidized Haemodialysis Programme ■ Subsidized Peritoneal Dialysis Programme ■ High-Dependency Portable Funding Programme ■ Kidney Dialysis Foundation (KDF) ■ Subsidized Haemodialysis Programme ■ High-Dependency Portable Funding Programme ■ High-Dependency Portable Funding Programme ■ Muslim Trust Fund Association (MTF) ■ Subsidized Haemodialysis Programme ■ Shaw-NKF Children's Kidney Centre ■ Subsidized Haemodialysis Programme ■ Of services in the community related to renal disease/care: ■ Private Haemodialysis Centres ■ Private Ambulance Services ■ Private Nursing Aide Services	 Ability to engage relevant stakeholders to provide needed financial and community resources to needy patient and family Ability to assist patient and family to access the required community resources Ability to review funding model policy and practices Ability to manage conflicts and work collaboratively with internal and external stakeholders Ability to adopt appropriate strategies to negotiate and influence changes in renal care continuum and address multiple agenda/positions of different parties in the renal patient's system 	 RSW Orientation Training On-the-job Training Learning Journey (MSF) where they will visit various stakeholders to understand the services National Kidney Foundation Singapore - Renal Network Meeting Singapore Mediation Centre - Strategic Conflict Management for Professional (Module 1 & 2) Effective Business Writing Workshop

Competency Domain	What the incumbent is expected to do?	Competency		A cilebra Turking
		Knowledge	Skills	Available Training
KNOWLEDGE AND MANAGEMENT OF FINANCIAL AND COMMUNITY RESOURCES	 Negotiate with stakeholders and advocate for appropriate resources for patient and family Analyse and project the resource needs and utilisation for the renal population Identify and interest potential funders to pay for short-term interim dialysis treatment cost 	 Of available charitable funds in respective restructured hospitals and/or institutions, and its application guidelines Of existing community/charity financial resources such as: Senior Mobility Fund SG Enable Fund – Assistive Technology Fund (ATF) ComCare Financial Assistance Tzu Chi Buddhist Foundation Muslim Trust Fund James Craig Trust Fund Lee Foundation Samaritan Fund The Shaw Foundation Breadline Group Singapore Teochew Foundation Barker Road Methodist Church Financial Aid Of conflict management and negotiation skills to manage and resolve inter-agency conflict for renal patient Of writing grant proposal to engage potential funders to provide set up charity funds to pay for interim private dialysis treatment 		

Competency	What the incumbent is	Competency		Available Tusining
Domain	expected to do?	Knowledge	Skills	- Available Training
RENAL PALLIATIVE CARE	 Apply the palliative care approach in renal case management Facilitate end of life treatment discussion with patient and family Advocate for appropriate and timely resources and practical aids for patient and family Provide therapeutic interventions focused at promoting dignified death at the end of life Collaborate with external stakeholders to co-manage cases and ensure seamless care transition Provide guidance and consult for MSWs and the MDT in complex and high-risk cases Facilitate end of life conversations for complex and/or high-risk cases 	 Of WHO Palliative Care Approach Of communication theories and models such as: Breaking bad news (SPIKES Protocol and NURSES etc.) Living Matters – Preferred Plan of Care (PPC) Withholding and withdrawal of treatment Serious illness conversations Of prognostic indicators Of local palliative & end-of-life related community resources and referral processes Hospice home care Hospice day care Inpatient hospice Sub-acute palliative ward in Community Hospitals Of the role of physiotherapy (including rehabilitation), occupational therapy, art therapy and music therapy in palliative care Of advanced communication techniques in palliative and end of life care decision-making Of facilitation skills to lead high-risk cases conferences within the multidisciplinary care setting 	 Ability to assess symptom burden and potential side-effect of ongoing treatment Ability to recognise psychiatric issues at the end-of-life such as delirium and depression and make appropriate referral to the MDT for additional support Ability to help patient navigate, negotiate and gain access to health and community-based palliative care services Ability to model a reflection approach and integrate self-reflection into practice Ability to guide MSWs and the MDT to navigate complex cases and provide appropriate debriefing if required Ability to develop services and clinical pathways for renal palliative care Ability to direct and facilitate complex multidisciplinary case conference 	 RSW Orientation Training On-the-Job Training Lien Centre for Palliative Care (LCPC) – Palliative Care Course for Social Workers (PCCSW - Basic) PalC – Essential of Thanatology, Death, Dying and Bereavement PalC - Certificate in General Basic Palliative Care for Allied Health Professionals PalC – Geriatric Palliative Care LCPC – Palliative Care Course for Social Workers (PCCSW - Advanced)

Competency	What the incumbent is expected to do?	Competency		Assailahla Tuaisissa
Domain		Knowledge	Skills	Available Training
LOSS, GRIEF & BEREAVEMENT	 Identify risk factors for complicated grief Provide basic grief support interventions and counselling Identify and provide appropriate referrals for grief and bereavement support in the community Conduct risk assessment of complex grief and bereavement issues Provide psycho emotional support for patient, family and the MDT through complex grief encounters Provide bereavement care services in the community 	 Of normal grief reactions Of relevant theories, models and/or frameworks that inform loss, grief and bereavement work: Attachment Theory (Bowlby) Anticipatory Grief (Rando) Disenfranchised Grief (Doka) Dual Process Model (Strobes) Integrative Model of Bereavement (Strobes) Ambiguous loss (Boss) Integrative Theory of Bereavement (Sanders) Four Task of Mourning (Worden) Continuing Bonds (Klass, Silverman & Nickman) Meaning Making (Niemeyer) Complicated Grief (Shear) Stages of Grief (Kubler-Ross) Of risk factor for complicated grief Of grief assessment tools, administration and application: Anticipatory Grief Scale (AGS) Adult Attitudes to Grief (AAG) Prolonged Grief Disorder-13 (PG-13) Inventory of Complicated Grief (ICG) 	 Ability to assess and identify loss, grief and bereavement issues Ability to provide grief support for patient and family Ability to identify and provide timely referrals for patient and family to receive appropriate community-based grief and bereavement services Ability to provide appropriate support to patient, family and the MDT Ability to support patient and family with multiple losses and complicated grief issues Ability to administer and analyse data of common grief assessment tools 	 RSW Orientation Training On-the-Job Training LCPC – Palliative Care Course for Social Workers (PCCSW - Basic) LCPC – Palliative Care Course for Social Workers (PCCSW - Advanced) PalC – Essential of Thanatology, Death, Dying and Bereavement AHD – Grief & Bereavement Workshop Satir Centre – Level 2 Satir Transformation Systemic Therapy (Working with Depression, Loss & Grief)

Competency	What the incumbent is expected to do?	Competency		Available Training
Domain		Knowledge	Skills	Available Training
KNOWLEDGE AND MANAGEMENT OF MENTAL HEALTH ISSUES	 Assess for mental health issues and its impact on illness, coping and treatment adherence Recognise and assess mental health issues such as anxiety, depression, and adjustment disorders etc. that impacts patient and family's coping Formulate sound assessment and effective intervention Conduct needs assessment for complex cases affected by pre-existing mental health issues in the family Provide timely referrals and initiate joint management of complex cases affected by pre-existing mental health issues in the family 	 Of common mental health conditions including but not limited to: Depression Anxiety Schizophrenia Psychosis Addiction Disorder Adjustment Disorder Obsessives Compulsive Disorder Bipolar Disorder Personality Disorder Alzheimer's Disease Of Diagnostic and Statistical Manual of Mental Disorder (DSM-5) Of relevant framework, models, guidelines and protocols in areas of: Suicidal risk assessment and intervention Mental Health First Aid (Psychosis, depression, anxiety disorders, addiction) Dementia management and support Of mental health community resources and referral processes 	 Ability to recognise mental health risk factors and symptoms that may impact adherence of renal treatment regime Ability to work collaboratively with in-house or external mental health care providers, as well as dialysis service providers to support patient and family in the community Ability to provide guidance and mentorship to MSWs and/or MDT in managing patient and family impacted by pre-existing mental health issues 	 RSW Orientation Training On-the-Job Training Mental Health First Aid Workshop Hua Mei Training Academy – Clinical Dementia Care Course IMH-NUS – Graduate Diploma in Mental Health Hua Mei Training Academy – Specialist Diploma in Gerontological Counselling