

# Assessing the Manager Induction Standards for Registered Managers

The Manager Induction Standards (MIS) set out what a manager needs to know and understand to perform well in their role. The 11 standards of the MIS are consistent with the 11 units within the Level 4 Certificate in Principles of Leadership and Management in Adult Care and the Level 5 Diploma in Leadership and Management for Adult Care.

<https://www.skillsforcare.org.uk/resources/documents/Support-for-leaders-and-managers/Developing-leaders-and-managers/Manager-Induction-Standards/Manager-Induction-Standards.pdf>



This assessment can help identify the areas within your management skills base and any areas where you may wish to develop further knowledge and confidence.

**To use please consider the knowledge area and check the box that applies to you:**

Knowledge area	Confident in this area	Not completely confident and would like to develop my understanding in this area
1- Define 'leadership' and 'management' and explain why managers in adult social care settings need both management and leadership skills <b>(S1.1 Leadership and management in adult care settings)</b>	<input type="checkbox"/>	<input type="checkbox"/>
2- Describe the key features of effective team leadership and how these work within your own setting <b>(S1.2 Team leadership)</b>	<input type="checkbox"/>	<input type="checkbox"/>
3- Outline how you can promote a culture of learning in the service you manage <b>(S1.2 Team leadership)</b>	<input type="checkbox"/>	<input type="checkbox"/>
4- Explain why the people you support and their family and carers are important members of the team and how their contributions can be encouraged and valued <b>(S1.2 Team leadership)</b>	<input type="checkbox"/>	<input type="checkbox"/>
5- Describe any strategies and tools you might use to reduce stress levels, to build resilience and to maintain	<input type="checkbox"/>	<input type="checkbox"/>

the wellbeing of staff within your team <b>(S1 3 Team</b>		
6- Outline the key drivers, legislation and policies that underpin social care and how these impact your organisation <b>(S2.1 Key drivers, legislation and policies within the social care sector)</b>	<input type="checkbox"/>	<input type="checkbox"/>
7- Describe the impact of personalisation on the social care sector <b>(S2.1 Key drivers, legislation and policies within the social care sector)</b>	<input type="checkbox"/>	<input type="checkbox"/>
8- Looking specifically at the CQC inspection processes, identify the purpose of inspection and the 5 key lines of enquiry <b>(S2.2 Care Quality Commission(CQC) inspection processes)</b>	<input type="checkbox"/>	<input type="checkbox"/>
9- Explain how to prepare for inspection and who needs to be involved <b>(S2.2 Care Quality Commission(CQC) inspection processes)</b>	<input type="checkbox"/>	<input type="checkbox"/>
10- Explain the role of the nominated individual for CQC purposes and how this differs from that of the registered manager <b>(S2.3 Role of the nominated individual)</b>	<input type="checkbox"/>	<input type="checkbox"/>
11- Identify the range of regulation processes pertinent to your organisation and how they impact on the organisation <b>(S2.4 Range of regulation process)</b>	<input type="checkbox"/>	<input type="checkbox"/>
12- Outline how agreed ways of working such as protocols, policies and procedures impact social care and your accountability and responsibility as a manager in understanding and embedding these in service delivery <b>(S2.5 Governance and accountability)</b>	<input type="checkbox"/>	<input type="checkbox"/>
13- Identify how different forms of communication can benefit the delivery of different types of information in different settings <b>(S3.1 Communicating effectively with others)</b>	<input type="checkbox"/>	<input type="checkbox"/>
14- Explain how communication can be made accessible for a range of different needs <b>(S3.1 Communicating effectively with others)</b>	<input type="checkbox"/>	<input type="checkbox"/>
15- Describe the features and purpose of information management systems in services and how we manage information safely and securely in social care <b>(S3.2. Systems for information management)</b>	<input type="checkbox"/>	<input type="checkbox"/>

16- Explain the benefits of effective information sharing and joined up working between partners and how we manage information safely and securely in social care <b>(S3.2. Information sharing)</b>	<input type="checkbox"/>	<input type="checkbox"/>
17- Identify the partners in adult social care, the benefits of partnership working and your role in delivering the best outcomes for the people you support <b>(S4.1.Partnership working)</b>	<input type="checkbox"/>	<input type="checkbox"/>
18- Outline the importance of engaging individuals and those important to them in day-to-day practice, decision-making and reviews <b>(S4.2.Managing relationships)</b>	<input type="checkbox"/>	<input type="checkbox"/>
19- Explain the contribution that carers make to the wellbeing of individuals <b>(S4.3.Working with carers)</b>	<input type="checkbox"/>	<input type="checkbox"/>
20- Explain why good practice must be both outcomes-based and person-centred and how relationships shape this	<input type="checkbox"/>	<input type="checkbox"/>
21- Outline your role in promoting practice that champions diversity, equality and inclusion	<input type="checkbox"/>	<input type="checkbox"/>
22- Identify the purpose of continuous improvement for your organisation, your own responsibility in this and how you could capture evidence to demonstrate quality in your service	<input type="checkbox"/>	<input type="checkbox"/>
23- Explain how accidents, incidents, errors and near misses are identified, reported and investigated within your organisation and how this information can be used to reflect, review and improve services	<input type="checkbox"/>	<input type="checkbox"/>
24- Outline whistleblowing procedures in your organisation and the purpose of these	<input type="checkbox"/>	<input type="checkbox"/>
25- Explain how you support the development of your team and why this is essential for workforce retention and future planning	<input type="checkbox"/>	<input type="checkbox"/>
26- Identify the key principles of effective supervision in adult care	<input type="checkbox"/>	<input type="checkbox"/>
27- Define your organisation's formal and informal processes for managing performance	<input type="checkbox"/>	<input type="checkbox"/>

28- Explain the discipline and grievance procedures in your organisation	<input type="checkbox"/>	<input type="checkbox"/>
29- Outline the procedures in your service for managing concerns and complaints	<input type="checkbox"/>	<input type="checkbox"/>
30- List the range of resources in your service for which you have responsibility	<input type="checkbox"/>	<input type="checkbox"/>
31- Outline sources of funding for your organisation	<input type="checkbox"/>	<input type="checkbox"/>
32- Understand human resource issues including the relationship between staffing structures and outcomes in your service	<input type="checkbox"/>	<input type="checkbox"/>
33- Describe the importance of effective value-based recruitment in resource management and ensuring employment practices are free from discrimination and harassment in your service	<input type="checkbox"/>	<input type="checkbox"/>
34- Outline your role in safeguarding within your service and social care	<input type="checkbox"/>	<input type="checkbox"/>
35- Identify the legislative framework for health and safety in adult social care settings and your role in this	<input type="checkbox"/>	<input type="checkbox"/>
36- Explain your understanding of least restrictive practice and positive risk taking and why this is considered best practice in all areas of social care	<input type="checkbox"/>	<input type="checkbox"/>
37- Identify the fundamentals of mental capacity in social care	<input type="checkbox"/>	<input type="checkbox"/>
38- Explain how your own values, belief systems and experiences influence the culture of the service you manage	<input type="checkbox"/>	<input type="checkbox"/>
39- Describe any strategies and tools you use to reduce stress levels, build own resilience and support own wellbeing whilst meeting the responsibilities of your role	<input type="checkbox"/>	<input type="checkbox"/>
40- Identify when and how to delegate responsibilities to others in your team	<input type="checkbox"/>	<input type="checkbox"/>
41- Explain how to identify your own areas for further development, manage own learning and continuing professional development	<input type="checkbox"/>	<input type="checkbox"/>

42- Outline the importance of effective decision-making in social care and how to engage others with decision-making processes	<input type="checkbox"/>	<input type="checkbox"/>
43- Identify the changing nature of adult social care and the impact of current developments on your service	<input type="checkbox"/>	<input type="checkbox"/>
44- Outline how you support others in your team to manage change	<input type="checkbox"/>	<input type="checkbox"/>
45- Summarise why developing entrepreneurial skills and establishing a culture that supports innovation, change and growth is so important as a manager working in social care	<input type="checkbox"/>	<input type="checkbox"/>
46- Explain why it's important for the registered manager to believe in the vision for the organisation and be able to translate this into practical service delivery	<input type="checkbox"/>	<input type="checkbox"/>

Tick the box that corresponds to your current situation

1. *I'm a Registered Manager in*

- West Sussex
- East Sussex
- Brighton & Hove
- Outside Sussex
- Not a Registered Manager but working in Social Care

### Can we keep in touch?

If you're open to corresponding with us after this survey, please let us know how best to reach you! (This is optional, and we are committed to protecting your data.)

- Via email at:
- Via phone at:



