

## SKILLS

### “NONE – I’VE ONLY BEEN A CARER”

TASKS	WORKING WITH DATA	WORKING WITH PEOPLE	WORKING WITH THINGS	WORKING WITH IDEAS
Personal care		Sensitivity	Using specialist equipment	Time management
Organising respite care	Budgeting/Research skills	Liaison skills	Telephone skills	Assessment/Problems Solving skills
Arranging daily activities		Ability to work as part of a team		Organisational skills
Meetings/Reviews		Negotiation skills		Planning skills
Benefit applications	Detailed presentation of information	Assertiveness	Administration skills/form filling	Ability to present ideas in writing
Benefit check	Problem solving		Keeping accurate records	
Finding out about the disability or illness	Research skills	Communication skills		
Transport	Knowledge of the local area		Driving a vehicle	
Managing behaviour		Communication skills	Ability to use safe restraint techniques	Adaptability/flexibility
Visits to doctor/hospital	Presentation/understanding of information	Communication skills		Ability to ask relevant questions