

# evidence sheet for requirement 3a

QIB No: Q\_\_\_\_\_

**“there is a compulsory introductory training programme for all volunteer befrienders”**

**please circle the indicators for which you have included evidence:**

**NB:** As a minimum you **must** include **at least one item of evidence** to demonstrate that you meet **each S&CP indicator** in order to achieve the QIB Award. If you want to be assessed for QIB Excellence, you must **also** include evidence for each GP indicator.

† The lists of “possible evidence” simply give you suggestions of the type of evidence that might be suitable.

indicator i)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes / <input type="radio"/> no*
indicator ii)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes / <input type="radio"/> no*
indicator iii)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes / <input type="radio"/> no*

**what evidence have you included in your evidence folder for this requirement?**

**NB:** Wherever appropriate, you must submit **“LIVE” evidence** - ie copies of forms which have actually been used and filled in, with any confidential information obscured. Please make sure the date the form was used is visible and that it is within any timescale specified in the indicators.

indicator number	the name of the document you have included in your folder	evidence number	date “live” form filled in / document last reviewed



# evidence sheet for requirement 3b

QIB No: Q\_\_\_\_\_

**“the introductory training covers the befriender’s role and responsibilities, and explains the support that is provided to volunteers”**

## please circle the indicators for which you have included evidence:

**NB:** As a minimum you **must** include **at least one item of evidence** to demonstrate that you meet **each S&CP indicator** in order to achieve the QIB Award. If you want to be assessed for QIB Excellence, you must **also** include evidence for each GP indicator.

† The lists of “possible evidence” simply give you suggestions of the type of evidence that might be suitable.

indicator i)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes / <input type="radio"/> no*	* please select yes / no
indicator ii)	Good Practice	optional	<input type="radio"/> *	
indicator iii)	Good Practice	optional	<input type="radio"/> *	

## what evidence have you included in your evidence folder for this requirement?

**NB:** Wherever appropriate, you must submit **“LIVE” evidence** - ie copies of forms which have actually been used and filled in, with any confidential information obscured. Please make sure the date the form was used is visible and that it is within any timescale specified in the indicators.

indicator number	the name of the document you have included in your folder	evidence number	date “live” form filled in / document last reviewed



# evidence sheet for requirement 3c

QIB No: Q\_\_\_\_\_

**“the structure of the introductory training course allows for reflection and checking volunteers’ learning”**

**please circle the indicators for which you have included evidence:**

**NB:** As a minimum you **must** include **at least one item of evidence** to demonstrate that you meet **each S&CP indicator** in order to achieve the QIB Award. If you want to be assessed for QIB Excellence, you must **also** include evidence for each GP indicator.

† The lists of “possible evidence” simply give you suggestions of the type of evidence that might be suitable.

indicator i)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes/ <input type="radio"/> no*
indicator ii)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes/ <input type="radio"/> no*
indicator iii)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes/ <input type="radio"/> no*
indicator iv)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes/ <input type="radio"/> no*
indicator v)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes/ <input type="radio"/> no*

**what evidence have you included in your evidence folder for this requirement?**

**NB:** Wherever appropriate, you must submit **“LIVE” evidence** - ie copies of forms which have actually been used and filled in, with any confidential information obscured. Please make sure the date the form was used is visible and that it is within any timescale specified in the indicators.

indicator number	the name of the document you have included in your folder	evidence number	date “live” form filled in / document last reviewed



# evidence sheet for requirement 3d

QiB No: Q\_\_\_\_\_

## “befrienders receive ongoing training”

**please circle the indicators for which you have included evidence:**

**NB:** As a minimum you **must** include **at least one item of evidence** to demonstrate that you meet **each S&CP indicator** in order to achieve the QiB Award. If you want to be assessed for QiB Excellence, you must **also** include evidence for each GP indicator.

† The lists of “possible evidence” simply give you suggestions of the type of evidence that might be suitable.

indicator i)	Good Practice	optional	*	* please select yes / no
indicator ii)	Good Practice	optional	*	

**what evidence have you included in your evidence folder for this requirement?**

**NB:** Wherever appropriate, you must submit **“LIVE” evidence** - ie copies of forms which have actually been used and filled in, with any confidential information obscured. Please make sure the date the form was used is visible and that it is within any timescale specified in the indicators.

indicator number	the name of the document you have included in your folder	evidence number	date “live” form filled in / document last reviewed



# evidence sheet for requirement 3e

QiB No: Q\_\_\_\_\_

**“training provided to befrienders is of a high standard”**

**please circle the indicators for which you have included evidence:**

**NB:** As a minimum you **must** include **at least one item of evidence** to demonstrate that you meet **each S&CP indicator** in order to achieve the QiB Award. If you want to be assessed for QiB Excellence, you must **also** include evidence for each GP indicator.

† The lists of “possible evidence” simply give you suggestions of the type of evidence that might be suitable.

indicator i)	Safe & Competent Practice	essential	<input checked="" type="radio"/> yes / <input type="radio"/> no*	* please select yes / no
indicator ii)	Good Practice	optional	<input type="radio"/> yes / <input checked="" type="radio"/> no*	

**what evidence have you included in your evidence folder for this requirement?**

**NB:** Wherever appropriate, you must submit **“LIVE” evidence** - ie copies of forms which have actually been used and filled in, with any confidential information obscured. Please make sure the date the form was used is visible and that it is within any timescale specified in the indicators.

indicator number	the name of the document you have included in your folder	evidence number	date “live” form filled in / document last reviewed

