To ensure delegation is appropriate, RCSLT recommends the following principles should apply:

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| 1. **The main reason for delegation is to meet service users’ needs**
 | The primary motivation for delegation is to meet service users’ needs. The registered practitioner will undertake appropriate assessment, planning, implementation and evaluation of the delegated role on this basis.  |
| 1. **The risk is assessed**
 | The registered practitioner will assess the whole process of delegation for the [degree of risk](https://www.rcslt.org/members/delivering-quality-services/managing-risk/managing-risk-guidance/).  |
| 1. **There is an appropriate level of skill and competency**
 | The registered practitioner will have the authority and appropriate clinical knowledge to delegate the work. The person to whom the task is delegated will have the appropriate role, level of experience, competence and capacity to carry it out. The employer will provide the necessary training to ensure competency in carrying out any task, to be delivered by an SLT or others where appropriate. There will be some type of formal agreement as to the training given, and the interventions and outcomes expected. If these obligations are not met the registered practitioner should not delegate. The registered practitioner has responsibility for the ongoing monitoring of competency and putting further support and training in place to ensure competency is maintained and further developed when required. The speech and language therapy support worker will be always aware of the extent of his/her expertise and will seek support from available sources when required.  |
| 1. **There is clear understanding and agreement**
 | The registered practitioner and speech and language therapy support worker will discuss the task to be delegated and both feel confident it can be undertaken. The speech and language therapy support worker will make decisions regarding the delegated task within the context of a set of goals /care plan which have been negotiated with the service user and the team. There will be:* clear guidelines and protocols in place so the speech and language therapy support worker is not required to make a clinical judgement outside their scope of practice
* well-defined organisational lines of accountability and the speech and language therapy support worker will have a clear understanding of their own accountability.
* documentation regarding the delegation completed by the appropriate person and within employers' protocols and professional standards.

The team and others involved including the service user and carers/family members will be informed that the activity has been delegated. |
| 1. **There is effective supervision in place**
 | The registered practitioner will be responsible for ensuring that an appropriate supervision process in place. The level of supervision and feedback provided will be appropriate to the task being delegated. Supervision arrangements will vary depending upon the:* recorded knowledge and competence of the support worker
* needs of the service user
* service setting
* structure of the team and line management arrangements
* support worker to share responsibility for raising issues in supervision and initiate discussion or request additional information and/or support when required.
* Regular supervision time to be agreed, adhered to and recorded.

For more details on supervision go to [RCSLT supervision pages.](https://www.rcslt.org/members/delivering-quality-services/supervision/supervision-guidance/)  |

\*A variety of job titles are used depending upon the locality. The term speech and language therapy support worker is used here to include these terms e.g. SLT assistant, assistant practitioner, reablement worker, health care support worker, technical assistant.