

## SFHGEN11 - SQA Code HD2Y 04

Assess and respond to accidents, breakdowns and incidents during the transportation of people, materials and/or equipment to meet health needs



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### Overview

This standard covers dealing with accidents, breakdowns and emergencies that may occur during the transportation of people, materials and equipment on public roads. The vehicles could include articulated vehicles, coaches, vans, minibuses or cars. The standard is not designed to assess basic driving skills and knowledge of the Highway Code. It is necessary that you have passed a driving test and hold a valid and appropriate driving licence, which must be produced as additional evidence. This standard does not cover emergency driving skills ('blue light driving').

Users of this standard will need to ensure that practice reflects up to date information and policies.

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### Performance criteria

- You must be able to:*
- P1 assess promptly the nature and extent of actual and potential hazards caused by an accident, breakdown or incident and act accordingly
  - P2 take appropriate and immediate action to maximise the safety and security of your passengers, other road users and yourself, within the constraints of the situation
  - P3 make safe hazardous loads and give full and accurate information to all relevant people
  - P4 seek appropriate support and assistance without delay in accordance with organisational procedure
  - P5 provide accurate, complete and relevant details for insurance and claims purposes to any third parties involved
  - P6 seek relevant information for insurance and claims purposes from any third parties and record the information fully and accurately
  - P7 communicate with third parties in an appropriate manner, level and pace and aiming to minimise tension and anger
  - P8 record and report accidents, breakdowns and incidents fully and accurately at the appropriate time and following required procedures

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### Knowledge and understanding

*You need to know and understand:*

- K1 the current European and National legislation, national guidelines, organisational policies and protocols in accordance with Clinical/Corporate Governance which affect your work practice in relation to assessing and responding to accidents, breakdowns and incidents during the transportation of people, materials and/or equipment to meet health needs
- K2 your responsibilities and accountability in relation to the current European and National legislation, national guidelines and local policies and protocols and Clinical/Corporate Governance
- K3 the duty to report any acts or omissions in care that could be detrimental to yourself, other individuals or your employer
- K4 the importance of working within your own sphere of competence and seeking advice when faced with situations outside your sphere of competence
- K5 who needs to know if a hazardous load is involved in a accident or breakdown
- K6 what information to get from and give to others involved in accidents
- K7 what arrangements exist for the insurance for vehicles, including lease or contract hire vehicles
- K8 the types of assistance and support in case of accident or incident are available and how to access them
- K9 the main sources and causes of hazards when driving
- K10 the factors that may constitute or contribute to hazards following a breakdown or accident, and the possible implications and consequences of a delay in the journey
- K11 how to assess the seriousness of different hazards and prioritise those which should be dealt with first

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### **Additional Information**

#### **External Links**

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: EF3 Transport and logistics

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

**Unit assessed as being complete**

|  |  |
|--|--|
| <b>Candidate's Name:</b>                       |  |
| <b>Candidate's Signature:</b>                  |  |
| <b>Date submitted to assessor as complete:</b> |  |

|                                   |  |
|-----------------------------------|--|
| <b>Assessor's Name:</b>           |  |
| <b>Assessor's Signature:</b>      |  |
| <b>Date assessed as complete:</b> |  |

**Internal Verification —**

to be completed in accordance with centre's IV strategy

| <b>Evidence for this Unit was sampled on the following date/s:</b> | <b>IV's Signature</b> | <b>IV's Name</b> |
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This Unit has been subject to an admin check in keeping with the centre's IV strategy.

| <b>Date of admin check</b> | <b>IV's Signature</b> | <b>IV's Name</b> |
|----------------------------|-----------------------|------------------|
|                            |                       |                  |

**Unit completion confirmed**

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|------------------------|--|
| <b>IV's Name:</b>      |  |
| <b>IV's Signature:</b> |  |
| <b>Date complete:</b>  |  |