

## **FN85 04 (SFH GEN6) — Manage Environments and Resources for Use During Healthcare Activities**

### **Overview**

This standard is about the management of clinical environments for healthcare activities. This includes preparing for an individual's healthcare intervention, treatment or therapy and ensuring that the clinical environment is appropriately cleaned, cleared and ready for its next intended use. This standard is applicable to a wide range of health contexts and roles in emergency, primary and secondary care. It may include patients in conscious or unconscious states.

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

## **Additional Information**

### **External Links**

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

Dimension: HWB7 Interventions and treatments

## Performance Criteria — What you do in your job

You must provide evidence to meet all the 15 Performance Criteria for this Unit. The Performance Criteria are grouped under headings to assist you with planning how best to meet these points.

Place the number of the piece of work where this Performance Criteria has been met in the evidence box after each criteria.

	<b>Performance Criteria</b>	<b>Evidence Number where this criteria has been met</b>
1	Work within your level of competence, responsibility and accountability throughout all clinical activities and respond in a timely manner to meet individual's needs.	
2	Ensure effective infection control at all times.	
3	Ensure all essential resources are available in advance of planned healthcare activities and report any shortfalls.	
4	Check and confirm that all resources are in a suitable, safe condition for the activity to be carried out.	
5	Check that relevant equipment and medical devices are functioning within required parameters prior to use.	
6	Take appropriate action, where faults or breakdowns occur in equipment and medical devices.	
7	Handle resources in a safe and correct manner in accordance with health and safety and infection control local and national policies and guidelines.	
8	Prepare resources in the appropriate manner and time for the activity to be carried out in accordance with clinical governance.	

	<b>Performance Criteria</b>	<b>Evidence Number where this criteria has been met</b>
9	Make sure that environmental conditions within the immediate environment are set to appropriate levels to maintain individual comfort throughout the activity.	
10	Promptly investigate any problems with the environment and resources and report any which you cannot solve to the relevant person to deal with them.	
11	Clean re-useable items in accordance with national and local policies after use and make them safe prior to storage.	
12	Dispose of any used, damaged or out of date items in an appropriate safe place in accordance with local procedures.	
13	Return un-opened, unused and surplus resources to the correct location for storage.	
14	Monitor available levels of consumable materials used in clinical activities and replenish and replace in accordance with protocols.	
15	Ensure you record all information accurately and timely in accordance with information governance.	

## Knowledge and Understanding — Why and how you do what you do in your job

You must provide evidence of your knowledge and understanding to meet all the 18 knowledge points for this Unit. The knowledge points are grouped under headings to assist you with planning how best to meet them.

Place the number of the piece of work where each knowledge point has been met in the 'evidence number' box after each point.

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number</b> <b>where this knowledge</b> <b>point has been met</b>
1	Your own level of competence, authority and knowledge in relation to managing clinical environments and resources.	
2	The importance of applying standard precautions to the preparing of environments and the potential consequences of poor practice.	
3	What is and is not a sterile field and how the correct level of cleanliness may be achieved for the healthcare activity, the client and the setting.	
4	The roles and responsibilities of other team members in relation to both the preparation and management of the clinical environment.	
5	The range of associated medical equipment, devices and resources, their purpose and correct use and how to check if they are functioning correctly or in a suitable state for use, in line with local health and safety guidelines.	
6	The importance of selecting, preparing and setting out essential resources safely, efficiently and in accordance with relevant protocols and local/national guidelines.	
7	The types of essential resources which are sensitive to environmental changes and how this affects their storage and use.	

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number where this knowledge point has been met</b>
8	The environmental conditions appropriate for the type of healthcare activity to be undertaken and how to make appropriate adjustments to meet requirements.	
9	The procedures and techniques associated with the preparation, maintenance and cleaning of the environment and resources used for specified healthcare activity.	
10	The importance of handling resources safely and correctly and how to do so.	
11	What activities you are permitted to undertake when problems arise with equipment or resources and when you must refer the problem to others.	
12	The relevant person to whom you should refer problems with the environment and/or resources and the correct procedure for doing so.	
13	The types of records and documentation required for management of clinical environments and associated healthcare activities and how they should be completed.	
14	The importance of ensuring that clinical environments are sterile and fit for next use.	
15	Key factors that influence the readiness of clinical environments for use in healthcare activities.	
16	Your responsibilities under national legislation and regulations, current European, International and local guidelines, Codes of Practice and Professional standards.	
17	The duty to report any acts or omissions in care that could be detrimental to yourself, other individuals or your employer.	

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number  where this knowledge  point has been met</b>
18	The policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others in relation to emergency procedures.	

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 complete</b>	

**Internal Verification**

To be completed in accordance with centre's internal verifier (IV) strategy.

<b>Evidence for this Unit was sampled on the following date/s</b>	<b>Internal verifier's signature</b>	<b>Internal verifier's name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>Internal verifier's signature</b>	<b>Internal verifier's name</b>

**Unit completion confirmed**

<b>Internal verifier's name</b>	
<b>Internal verifier's signature</b>	
<b>Date completed</b>	