

SFHEND07 - SQA Code HD1M 04

Prepare individuals for endoscopic procedures



Overview

This standard covers the preparation of individuals undergoing endoscopic procedures. It is necessary to check the identity of the individual, and obtain consent. The individual requires support, information, and assistance during the procedure. It is also important to ensure the safety and security of the individual and their possessions throughout the procedure.

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

SFHEND07 - SQA Code HD1M 04

Prepare individuals for endoscopic procedures

Performance criteria

- You must be able to:*
- P1 respect the individual's rights and wishes relating to their consent, privacy, beliefs, and dignity
 - P2 provide support to the individual, and the carers they specify, to enable them to make informed choices throughout the preparations for the endoscopic procedure
 - P3 ensure health and safety measures are implemented at all times when preparing the individual
 - P4 confirm that the individual's identity and any other relevant information is consistent with the available records
 - P5 ensure that the individual has provided the necessary consent for the procedure and that it is correctly recorded
 - P6 check that the individual has complied with any preparation instructions
 - P7 enable the individual to ask questions and to seek clarification on any issues relating to the endoscopic procedure
 - P8 prepare the individual correctly according to the requirements of the endoscopic procedure being carried out
 - P9 provide assistance to the individual to prepare for the endoscopic procedure if requested
 - P10 ensure that personal articles are secured safely during the endoscopic procedure
 - P11 take prompt appropriate action in response to any problems which occur during the preparations
 - P12 keep accurate, legible, and complete records, and comply with all the relevant legal, professional, and organisational requirements and guidelines

SFHEND07 - SQA Code HD1M 04

Prepare individuals for endoscopic procedures

Knowledge and understanding

You need to know and understand:

- K1 the effects of communication difficulties on the provision of services to individuals, and role of carers and others in facilitating communication
- K2 the services available for dealing with communication issues, and types of communication aid that are available
- K3 the effects of sedation on memory
- K4 the ethics and responsibilities of practitioners, and relevant professional bodies, codes of conduct, and guidelines
- K5 evidence-based practice and its role in improving care
- K6 the legislation relating to the
 - K6.1 role of practitioners and clinical practice
 - K6.2 health and safety
 - K6.3 the care of individuals, include impact of the Human Rights Act
 - K6.4 freedom of information and data protection
- K7 government and organisational policies relating to the provision of endoscopy
- K8 legislation and legal processes relating to consent
- K9 the principles of informed consent, including implied consent and expressed consent
- K10 the process and timing for obtaining informed consent during endoscopic procedures, and what to do if consent is withdrawn during procedures
- K11 the relevant national and organisational policies and guidelines on consent
- K12 statutory statements, living wills, advanced directives, and other expressions of an individual's wishes
- K13 the admission and discharge procedures for endoscopic procedures
- K14 the endoscopic procedures, equipment, and sedation that are used
- K15 the guidelines, precautions, and information offered to individuals undergoing endoscopic procedures
- K16 the stages of care and the roles of practitioners during endoscopic procedures
- K17 the needs of individuals and carers, including issues relating to dignity, confidentiality, and privacy
- K18 the role, responsibilities, needs, and relationships between individuals and carers
- K19 the services and assistance that the individual and their carers should be entitled to
- K20 the type of information that is most useful to individuals and their carers, their rights to obtain it, and how they can access it
- K21 how individuals and carers respond to endoscopic procedures
- K22 the use of drugs, including prophylactic antibiotics, during endoscopic procedures
- K23 the effects of specific medications, including risks, side effects,

SFHEND07 - SQA Code HD1M 04

Prepare individuals for endoscopic procedures

- interactions, indications, and contra-indications
- K24 who can prescribe drugs, and guidelines and procedures for medication
- K25 how to identify medications, and how to check their suitability
- K26 how to administer different medications, and modalities preferred by different groups
- K27 national and local policies and guidelines relating to the management and effective use of endoscopy resources
- K28 organisational management structures, roles, and responsibilities
- K29 procedures, protocols, and pathways for liaising with individuals, carers, practitioners, departments, and agencies
- K30 record keeping systems and policies
- K31 how to provide feedback on services
- K32 the methods and procedures for referring individuals and for receiving referrals
- K33 the criteria and options for assessing and prioritising referrals and other referral actions
- K34 the practitioners and agencies normally involved in referrals, and sources of information on them
- K35 the types of referral enquiries that are received, and procedures for clarifying information
- K36 the procedures and methods relating to the coordination of inter-disciplinary and multi-disciplinary teams within and across services
- K37 the role of different types of practitioners and agencies in providing an endoscopy service
- K38 the services provided by relevant national, local, and voluntary social and healthcare agencies

SFHEND07 - SQA Code HD1M 04

Prepare individuals for endoscopic procedures

Additional Information

External Links

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

Dimension: Core 3 Health, safety and security

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

Unit assessed as being complete

Candidate's Name:	
Candidate's Signature:	
Date submitted to assessor as complete:	

Assessor's Name:	
Assessor's Signature:	
Date assessed as complete:	

Internal Verification —

to be completed in accordance with centre's IV strategy

Evidence for this Unit was sampled on the following date/s:	IV's Signature	IV's Name

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

Date of admin check	IV's Signature	IV's Name

Unit completion confirmed

IV's Name:	
IV's Signature:	
Date complete:	