

SFHGEN9 - SQA Code HD32 04

Check and prepare vehicles for the transport of people, materials and equipment



Overview

This standard covers the checking and preparation of vehicles for the transport of people, material and equipment on public roads. The vehicles could include articulated vehicles, coaches, vans, minibuses or cars.

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 check all relevant aspects of the vehicle accurately and confirm that the vehicle is in a satisfactory condition for the journeys to be undertaken
- P2 top up or replace all vehicle consumables when they are not at the required levels, or in the required condition
- P3 check and confirm the suitability and condition of specialist equipment, tools and materials
- P4 remedy any defects or faults in the vehicle or specialist equipment and materials where possible and record and report accurately and promptly to the appropriate person
- P5 check that materials and equipment, which are to be transported, are correct and complete
- P6 identify correctly any shortfall in, or damage to, materials and equipment and report to the appropriate person
- P7 load materials and equipment correctly into the vehicle, and store and secure them correctly and safely, ensuring their stability is confirmed before the vehicle is moved
- P8 demonstrate safe moving and handling techniques at all times

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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 carrying out preparing vehicles for the transport of people, materials and/or equipment within the health sector
- 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 the basic maintenance and repair tasks you can carry out and those which you should refer to others
- K6 the different types of material which may and may not be transported together
- K7 what constitutes hazardous materials - and the special requirements, which must be met when transporting hazardous substances
- K8 why loads need to be stable before vehicles are moved, and how to check load stability
- K9 the sort of specialist equipment, tools and materials needed for different processes and how to check whether they are working properly and are suitable for the load(s) to be carried
- K10 the particular storage requirements for items which are temperature-sensitive and what to do if these requirements cannot be met
- K11 how to check, top-up and replace vehicle consumables, and how to check vehicle systems recognising actual or potential problems and faults
- K12 how to report faults and problems what information to include
- K13 how to carry out basic maintenance and repair tasks within your responsibility
- K14 how to load and secure materials and equipment for transport, and how to check that they will be stable during transit
- K15 how to moving and handle items safely, including using lifting equipment, lifting with another person, avoiding repetitive movements

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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

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:	