

## SFHGEN6 - SQA Code HD3X 04

### Manage environments and resources for use during healthcare activities



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#### 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 competence 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 work within your level of competence, responsibility and accountability throughout all clinical activities and respond in a timely manner to meet individual's needs
- P2 ensure effective infection prevention and control at all times
- P3 ensure all essential resources are available in advance of planned healthcare activities and report any shortfalls
- P4 check and confirm that all resources are in a suitable, safe condition for the activity to be carried out
- P5 check that relevant equipment and medical devices are functioning within required parameters prior to use
- P6 take appropriate action, where faults or breakdowns occur in equipment and medical devices
- P7 handle resources in a safe and correct manner in accordance with health and safety and infection prevention and control, local and national policies and guidelines
- P8 prepare resources in the appropriate manner and time for the activity to be carried out in accordance with any clinical governance
- P9 make sure that environmental conditions within the immediate environment are set to appropriate levels to maintain individual comfort throughout the activity
- P10 promptly investigate any problems with the environment and resources and report any which you cannot solve to the relevant person to deal with them
- P11 clean re-useable items in accordance with national and local policies after use and make them safe prior to storage
- P12 dispose of any used, damaged or out of date items in an appropriate safe place in accordance with local procedures
- P13 return un-opened, unused and surplus resources to the correct location for storage
- P14 monitor available levels of consumable materials used in clinical activities and replenish and replace in accordance with protocols
- P15 ensure you record all information accurately and timely in accordance with information governance

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#### Knowledge and understanding

*You need to know and understand:*

- K1 your own level of competence, authority and knowledge in relation to managing clinical environments and resources
- K2 the importance of applying standard precautions to the preparing of environments and the potential consequences of poor practice
- K3 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
- K4 the roles and responsibilities of other team members in relation to both the preparation and management of the clinical environment
- K5 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
- K6 the importance of selecting, preparing and setting out essential resources safely, efficiently and in accordance with relevant protocols and local/national guidelines
- K7 the types of essential resources which are sensitive to environmental changes and how this affects their storage and use
- K8 the environmental conditions appropriate for the type of healthcare activity to be undertaken and how to make appropriate adjustments to meet requirements
- K9 the procedures and techniques associated with the preparation, maintenance and cleaning of the environment and resources used for specified healthcare activity
- K10 the importance of handling resources safely and correctly and how to do so
- K11 what activities you are permitted to undertake when problems arise with equipment or resources and when you must refer the problem to others
- K12 the relevant person to whom you should refer problems with the environment and/or resources and the correct procedure for doing so
- K13 the types of records and documentation required for management of clinical environments and associated healthcare activities and how they should be completed
- K14 the importance of ensuring that clinical environments are sterile and fit for next use
- K15 key factors that influence the readiness of clinical environments for use

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in healthcare activities

- K16 your responsibilities under national legislation and regulations, current European, International and local guidelines, Codes of Practice and Professional standards
- K17 the duty to report any acts or omissions in care that could be detrimental to yourself, other individuals or your employer
- K18 the policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others in relation to emergency procedures

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### **Additional Information**

#### **Links to other NOS**

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

Dimension: HWB7 Interventions and treatments

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>

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**

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