

## National Unit Specification: general information

**UNIT** Health and Safety for Care (Intermediate 1)

**CODE** F17V 10

**COURSE** Care (Intermediate 1)

### SUMMARY

This is a mandatory Unit in the *Care (Intermediate 1)* Course but it can also be taken as a free-standing Unit.

The purpose of this Unit is to introduce candidates to basic health and safety in a care context and to the basic first aid procedures which must be followed in the event of an emergency. Candidates will also learn how to administer cardio-pulmonary resuscitation.

The Unit is suitable for candidates who wish to progress to further study of care.

### OUTCOMES

- 1 Describe health and safety responsibilities in the care workplace.
- 2 Explain the practice of accident prevention in a care context.
- 3 Describe the procedures for dealing with emergency first aid situations in line with current Health and Safety Executive guidelines.
- 4 Demonstrate specific first aid procedures.

### RECOMMENDED ENTRY

While entry is at the discretion of the centre, candidates would normally be expected to have attained one of the following, or equivalent:

- ◆ Standard Grade in Social and Vocational Studies at Foundation level
- ◆ Access 3 Social Studies
- ◆ Access 3 Modern Studies

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### Administrative Information

**Superclass:** PL

**Publication date:** February 2007

**Source:** Scottish Qualifications Authority

**Version:** 01

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## **National Unit Specification: general information (cont)**

**UNIT**      Health and Safety for Care (Intermediate 1)

### **CREDIT VALUE**

1 credit at Intermediate 1 (6 SCQF credit points at SCQF level 4)\*

*\*SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

### **CORE SKILLS**

There is no automatic certification of Core Skills or Core Skills components in this Unit.

## **National Unit Specification: statement of standards**

### **UNIT      Health and Safety for Care (Intermediate 1)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to the Scottish Qualifications Authority.

#### **OUTCOME 1**

Describe health and safety responsibilities in the care workplace

##### **Performance Criteria**

- (a) Describe the health and safety responsibilities of the care employer
- (b) Describe the health and safety responsibilities of the care employee

#### **OUTCOME 2**

Explain the practice of accident prevention in a care context

##### **Performance Criteria**

- (a) Explain specific terms associated with accident prevention
- (b) Identify potential hazards and associated risks in a given care context
- (c) Describe how the identified risks could be prevented

#### **OUTCOME 3**

Describe the procedures for dealing with emergency first aid situations in line with current Health and Safety Executive guidelines

##### **Performance Criteria**

- (a) Describe procedures for assessing a casualty and contacting emergency services
- (b) Describe procedures for providing first aid to a casualty with a specific injury

#### **OUTCOME 4**

Demonstrate specific first aid procedures

##### **Performance Criteria**

- (a) Place someone in the recovery position and explain when it is used
- (b) Demonstrate the procedure for cardio-pulmonary resuscitation

## National Unit Specification: statement of standards (cont)

### UNIT Health and Safety for Care (Intermediate 1)

#### EVIDENCE REQUIREMENTS FOR THIS UNIT

The mandatory content for this Unit can be found in the appendix at the end of the Unit specification.

Written and/or oral evidence, performance evidence and additional evidence is required to demonstrate that candidate has achieved all Outcomes and Performance Criteria.

#### Outcomes 1, 2 and 3

Written and/or oral evidence is required to demonstrate achievement of Outcomes 1, 2 and 3. The evidence must be produced under closed-book, supervised conditions within a time limit of 40 minutes. 80% of the total marks available must be awarded for knowledge and understanding with the remaining 20% of the marks being awarded for analysis, application and evaluation.

As candidates will increase their knowledge, understanding and skills throughout their study, assessment should take place towards the end of the Unit.

Each assessment should sample across the mandatory content of the Unit and allow candidates to generate evidence in relation to:

- ◆ **two** responsibilities of care employers in relation to health and safety
- ◆ **two** responsibilities of care employees in relation to health and safety
- ◆ the terms: hazards and risk
- ◆ **four** potential hazards in a care context and the risks associated with each of these hazards
- ◆ how these risks could be prevented
- ◆ the procedures to assess the condition of a casualty
- ◆ the procedures for contacting the emergency services
- ◆ the correct procedures to be followed when assessing **two** casualties, one with an injury and one with a condition, prior to sending or taking them to obtain medical help

If reassessment is required for Outcomes 1 and 2 it should sample across a different range of mandatory content. The use of a cut-off score may be appropriate for this assessment. If reassessment is required for Outcome 3, the evidence should relate to a different injury and a different condition.

#### Outcome 4

Performance evidence and additional evidence is required to demonstrate that candidates have covered the Outcome and its related Performance Criteria.

## **National Unit Specification: statement of standards (cont)**

### **UNIT        Health and Safety for Care (Intermediate 1)**

Performance evidence should cover:

- ◆ placing someone in the recovery position
- ◆ demonstrating the procedure for cardio-pulmonary resuscitation (CPR) on an adult manikin

Additional evidence will be by questioning on when the recovery position is used.

If it is not clear from the practical demonstration by the candidate then oral or written questions must be used to clarify:

- ◆ the number of compressions per cycle
- ◆ rate of compression
- ◆ number of rescue breaths

The standard to be applied, the breadth of coverage and an appropriate cut-off score are illustrated in the National Assessment Bank (NAB) items available for this Unit. If a centre wishes to design its own assessments they should be of a comparable standard.

## National Unit Specification: support notes

### UNIT Health and Safety for Care (Intermediate 1)

This part of the Unit Specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

#### GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT

The mandatory content for this Unit can be found in the appendix at the end of the Unit Specification.

This is a mandatory Unit in the *Care (Intermediate 1)* Course but it can also be delivered as a freestanding Unit.

All Outcomes should be taught in the context of current, relevant Health and Safety Executive guidelines.

#### Outcomes 1 and 2

Candidates should be given a general explanation of the Health and Safety legislation and the responsibilities therein of the employer and employee. They should be introduced to basic accident prevention, including basic terms.

#### Outcome 3

Candidates will gain an understanding of the current processes for the following:

- ◆ obtaining help from the emergency services, this should include identifying which service or services to contact and how to telephone for assistance
- ◆ assessing a casualty's condition at an accident scene
- ◆ assisting the casualty and providing reassurance until skilled help arrives
- ◆ identifying a casualty's vital needs by applying the AB rule (airway, breathing)
- ◆ infection control procedures in providing first aid including prevention of HIV and Hepatitis B and C
- ◆ treating injuries as identified in the appendix to the statement of standards

#### Outcome 4

This Outcome covers:

- ◆ putting a volunteer who is simulating unconsciousness into the recovery position
- ◆ the reasons for the use of the recovery position and when it is appropriate
- ◆ the practical application of CPR using adult manikins

Further details of the mandatory content of this Unit can be found in the appendix at the end of this Unit Specification.

## **National Unit Specification: support notes**

### **UNIT      Health and Safety for Care (Intermediate 1)**

#### **GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT**

As this Unit must be taught in the context of current Health and Safety Executive guidelines, it is important that teachers/lecturers and candidates are familiar with current theory and practical procedures as stated in these guidelines.

There are a number of manuals, DVDs and CD ROMs available from a variety of Voluntary Aid Societies. The Internet may also prove a good resource for the most up-to-date information on current guidelines.

In delivering this Unit there should be a balance between teacher/lecturer exposition, demonstration and candidate centred learning. A variety of methods could be used to help candidates learn by integrating their theoretical knowledge with the development of practical skills, for example:

- ◆ practical exercises in small groups
- ◆ group/paired role plays
- ◆ the discussion of case studies in groups or pairs
- ◆ worksheets
- ◆ individual, paired or group research using a variety of resources such as the internet
- ◆ using audio/visual materials as a stimulus for class or group discussion
- ◆ visit to or by paramedics
- ◆ practical demonstration
- ◆ use of candidates' own experiences

Candidates should be made aware of the possibility of litigation if the wrong procedures are carried out.

The advice in relation to problems associated with spinal injury before/during first aid should be not to treat if there is any chance of spinal damage. In this circumstance candidates should ensure the patient is not moved and must leave the first aid to someone who is qualified to deal with this issue.

#### **GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT**

The assessment for this Unit is laid out clearly in the Evidence Requirements section of the statement of standards of this Unit Specification.

#### **Outcomes 1, 2 and 3**

Written and/or oral evidence is required to demonstrate that candidates have achieved these Outcomes and Performance Criteria.

An appropriate Instrument of Assessment would be a closed-book, supervised end-of-Unit test with a time limit of 40 minutes. The test could consist of a series of restricted response questions based on a case study designed to allow candidates to demonstrate achievement of these Outcomes and Performance Criteria. Oral evidence should be supported by a teacher /lecturer checklist.

## National Unit Specification: support notes (cont)

### UNIT Health and Safety for Care (Intermediate 1)

#### Outcome 4

An appropriate Instrument of Assessment would be a practical assignment in which candidates are required to:

- ◆ demonstrate CPR on an adult manikin
- ◆ place someone in the recovery position

This may require additional oral questions to clarify detail of the demonstrated procedures. As the evidence for this Outcome must be produced under closed-book conditions, candidates must not have access to notes, textbooks or manuals during the assessment. Oral evidence should be supported by an assessor checklist.

The standard to be applied is exemplified in the National Assessment Bank (NAB) item for this Unit. The NAB contains an appropriate test covering Outcomes 1, 2 and 3, and assessor checklists for Outcome 4. If a centre wishes to design its own assessments for this Unit they should be of a comparable standard.

#### CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* ([www.sqa.org.uk](http://www.sqa.org.uk)).



## National Unit Specification: appendix to the statement of standards

### UNIT Health and Safety for Care (Intermediate 1)

This appendix forms part of the Statement of Standards, ie requirements that are mandatory.

#### Outcome 1

Responsibilities of employer and employees as per duties under The Health and Safety at Work Act (1974).

##### Care **employer**

A minimum of the following **ten** responsibilities must be covered:

- ◆ to report certain diseases
- ◆ to have fire evacuation procedures
- ◆ to control and maintain all equipment
- ◆ to provide procedures for safe handling of hazardous chemicals
- ◆ to provide safety equipment
- ◆ to provide safe preparation of food and drink
- ◆ to investigate any accident on the premises
- ◆ to record and notify certain accidents and injuries
- ◆ to consult the workforce regarding health and safety
- ◆ to ensure visitors and others are safe and understand safety and evacuation procedures

##### Care **employee**

A minimum of the following **eight** responsibilities must be covered:

- ◆ to report any observed hazard or health problem
- ◆ to take responsibility for the safety of themselves and others in the workplace
- ◆ to ensure that a hazardous situation is not created by the worker either by action or omission
- ◆ to cooperate with the employer and follow safety rules and procedures
- ◆ not to interfere with provided safety equipment
- ◆ duty to follow moving and handling procedures
- ◆ to follow health and hygiene procedures at work
- ◆ to report any safety incident

#### Outcome 2

Terms to be covered:

- ◆ hazard
- ◆ risk

Potential hazards and risks:

- ◆ potential hazards in care (including care in the home) and their possible effects
- ◆ these include hazards which would cause the following: falls, burns, scalds, fires, electrical shock, cuts, choking, food poisoning and spread of infection
- ◆ risks which could be found in a care setting and how these may be avoided

## **National Unit Specification: appendix to the statement of standards (cont)**

### **UNIT      Health and Safety for Care (Intermediate 1)**

Avoidance measures:

- ◆ these should correspond with current recommendations from recognised authorities and include safe hygiene practices

#### **Outcome 3**

Assessing a casualty:

- ◆ procedures for contacting emergency services should cover: instructing others, selection of service required and variation in response according to situation and type of accident
- ◆ procedures for assisting a casualty with specified injury should cover: choking, heart attack, nose bleeds, scalds and burns, injury to bones or muscles of arm or leg

#### **Outcome 4**

The candidate should demonstrate putting a casualty in the recovery position and know when it is used.

The candidate should demonstrate current knowledge of cardio-pulmonary resuscitation and be able to demonstrate this on a adult manikin promptly and effectively. This includes the correct rate and depth of cardiac massage and the correct rate and strength of mouth to mouth resuscitation. The candidate should be able to clarify the detail of the procedures if required.

These first aid procedures may change in line with current practice and should follow the current Health and Safety Executive approved United Kingdom Resuscitation Council guidelines.