

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

About this Unit

This standard covers assisting in the preparation of patients and use of equipment for transfers and precise positioning for clinical procedures within the perioperative environment.

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

Your **knowledge and understanding** will be specifically related to legal requirements and codes of practice and conduct applicable to your job, and the NHS Knowledge and Skills Framework. This will relate to your work activities; the job you are doing, and the setting, eg in hospital and community, domiciliary, residential care, and the individuals you are working with.

Values — the values underpinning this Unit are embedded within the 2009 NHS Code of Conduct for Health Care Support Workers. These are stated in full within the Assessment Strategy and Guidance document for the awards.

Key Words and Concepts — a glossary of definitions, key words and concepts used in this Unit is contained in the Assessment Strategy and Guidance document.

In occupational standards it is quite common to find words or phrases used which you will be familiar with, but which, in the detail of the standards, may be used in a very particular way. **You should read the Assessment Strategy and Guidance document before you begin working with the standards and refer to it if you are unsure about anything in the Unit.**

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

Specific Evidence Requirements for the Unit

It is essential that you adhere to the Evidence Requirements for this Unit

SPECIFIC EVIDENCE REQUIREMENTS FOR THIS UNIT
Simulation:
◆ Simulation is NOT permitted for any part of this Unit.
◆ The following forms of evidence ARE mandatory:
◆ Direct Observation: Your assessor or expert witness must observe you in real work activities. Their confirmation of your practice will provide evidence for a significant amount of the performance criteria in this Unit. For example , preparing the surroundings for the move and informing the patient of what you intend to do.
◆ Professional discussion: Describes your actions in a particular situation and reflect on the reason(s) why you practice that way. For example , you could explain why it is important to check risk assessments before moving a patient and how you maintained their dignity during the move.
Competence of performance and knowledge could also be demonstrated using a variety of evidence from the following:
◆ Reflective Account: These are written pieces of work which allow you to reflect on the course of action you took in a specific situation to identify any learning from the piece of work and to describe what you might do differently in the light of your new knowledge.
◆ Questioning/professional discussion: May be used to provide evidence of knowledge, legislation, policies and procedures which cannot be fully evidenced through direct observation or reflective accounts. In addition your assessor/mentor or expert witness may also ask questions to clarify aspects of your practice.
◆ Expert Witness: A designated expert witness, eg a senior member of staff, may provide a direct observation of your practice, or record a professional discussion they have held with you on a specific piece of practice.
◆ Witness Testimony: Can be a confirmation or authentication of the activities described in your evidence which your assessor or mentor has not seen.
◆ Products: These can be any record that you would normally use within your normal role, eg you should not put confidential records in your portfolio; they can remain where they are normally stored and be checked by your assessor and internal verifier.
◆ Prior Learning: You may be able to use recorded prior learning from a course of training you have attended within the last two years. Discussion on the relevance of this should form part of your assessment plan for each Unit.
◆ Simulation: There may be times when you have to demonstrate you are competent in a situation that does not arise naturally through your work role, eg dealing with violent or abusive behaviour. The Evidence Requirements in each Unit provide specific guidance regarding the use of simulation.
GENERAL GUIDANCE
◆ Prior to commencing this Unit you should agree and complete an assessment plan with your assessor which details the assessment methods you will be using, and the tasks you will be undertaking to demonstrate your competence.
◆ Evidence must be provided for ALL of the performance criteria, ALL of the knowledge.
◆ The evidence must reflect the policies and procedures of your workplace and be linked to current legislation, values and the principles of best practice within the Health Care sector. This will include the National Service Standards for your areas of work.
◆ All evidence must relate to your own work practice.

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

KNOWLEDGE SPECIFICATION FOR THIS UNIT

Competent practice is a combination of the application of skills and knowledge informed by values and ethics. This specification details the knowledge and understanding required to carry out competent practice in the performance described in this Unit.

When using this specification **it is important to read the knowledge requirements in relation to expectations and requirements of your job role.**

You need to provide evidence for ALL knowledge points listed below. There are a variety of ways this can be achieved so it is essential that you read the 'knowledge evidence' section of the Assessment Guidance.

You need to show that you know, understand and can apply in practice:	Enter Evidence Numbers
1 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 assisting in the transfer and positioning of patients within the perioperative environment.	
2 Your responsibilities and accountability in relation to the current European and National legislation, national guidelines and local policies and protocols and clinical/corporate governance.	
3 The duty to report any acts or omissions in care that could be detrimental to yourself, other individuals or your employer.	
4 The importance of working within your own sphere of competence and seeking advice when faced with situations outside your sphere of competence.	
5 The importance of applying standard precautions and the potential consequences of poor practice.	
6 The importance of checking pressure area risk assessment documentation prior to commencing positioning activities.	
7 The importance of offering effective verbal and non-verbal support and reassurance to patients: (a) in preparation for transferring and positioning (b) during transferring and positioning	
8 The importance of good communication and teamwork when transferring and positioning patients.	
9 How patients may be able or unable to contribute to the transferring and positioning process and factors which limit their contribution.	
10 Safe methods and techniques for transferring and positioning patients.	
11 The importance of co-ordinating actions effectively with others involved.	
12 The potential hazards of incorrect transferring and positioning.	
13 The skin and musculo-skeletal system and anatomical alignment in relation to transferring and positioning patients for clinical activities.	
14 The types, purpose and function equipment currently in use for: (a) moving and handling and transferring patients (b) positioning patients for perioperative procedures	

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

You need to show that you know, understand and can apply in practice:	Enter Evidence Numbers
15 Methods for checking and preparing equipment ready for use.	
16 Correct method(s) of using equipment.	
17 Risk assessment tools in use in your area of practice relevant to: (a) moving, handling and transferring patients (b) positioning patients for perioperative procedures	
18 The importance of close observation of patients during transfers/moves/positioning.	
19 The common signs that there is/may be a problem.	
20 The action to take in the event of problems arising.	
21 The principles and techniques of safe moving and handling during transfer and positioning.	
22 The importance of ensuring freedom of passage before transferring patients.	
23 The purpose and importance of precise, accurate and stable positioning for perioperative procedures.	
24 Special considerations when moving and handling, transferring and positioning patients who have undergone, or will be undergoing, perioperative procedures.	
25 Factors which may compromise health and safety during moving and handling, transferring and positioning and how these can be avoided or minimised.	
26 The importance of working within open sphere of competence when moving and handling, transferring and positioning patients and how this relates to others in the team.	
27 The factors which may compromise patient comfort and dignity during moving and handling, transferring and positioning and how their effects can be minimised.	
28 The effects of medication on patients and the difference this makes to the way they should be handled during moving and handling, transfer and positioning.	
29 The factors which may compromise patient comfort and dignity during moving and handling, transferring and positioning and how their effects can be minimised.	
30 The potential hazards associated with moving and handling, transfer and positioning equipment and how to avoid / deal with them, including the risk of cross infection.	
31 The importance of keeping accurate and up to date records.	
32 The importance of immediately reporting any issues which are outside your own sphere of competence without delay to the relevant member of staff.	
33 The importance of checking risk assessment documentation prior to commencing moving and handling, transfer and positioning activities.	
34 Reporting and documenting untoward incidents.	

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

Performance Criteria	DO	RA	EW	Q	P	WT	PD
	1 Apply standard precautions for infection prevention and control and take other appropriate health and safety measures when assisting in the transfer, movement and positioning of patients for perioperative procedures.						
2 Refer to the patient's risk assessment documentation for pressure area scoring system to check position and equipment required.							
3 Ensure the required positioning equipment is available, fit for purpose and ready for use before beginning the positioning procedure.							
4 Prepare the immediate surroundings appropriately for the transfer, move and position required, removing any potential hazards.							
5 Inform the patient of the nature and purpose of the transfer, move or position in a manner which encourages their understanding and co-operation.							
6 Move and handle the patient during transfer, movement and positioning in a way which minimises their pain, discomfort and friction, maintains their safety and maximises their dignity, taking account of all ancillary equipment.							
7 Offer the patient information, support and reassurance in a manner sensitive to their needs and concerns.							
8 Follow instructions from the Registered Practitioner ensuring your actions are co-ordinated effectively.							
9 Use safe and suitable moving and handling techniques ensuring: (a) you avoid exceeding your personal weight and reach limits (b) endangering the patient (c) endangering other members of staff (d) causing damage to equipment or the environment							
10 Use positioning equipment safely and correctly in line with manufacturers' instructions and local policies.							
11 Promptly report any unexpected change in the patient's condition to the appropriate member of the care team.							

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

Performance Criteria	DO	RA	EW	Q	P	WT	PD
	12 Confirm with the registered practitioner that the patient is in the correct position to: (a) facilitate the clinical procedure (b) maintain skin integrity (c) avoid nerve damage						
13 Use appropriate equipment: (a) for preventing injury (b) promoting patient comfort (c) preventing heat loss							
14 Contribute to the assessment and evaluation of the patients skin integrity and document as appropriate.							

DO = Direct Observation

RA = Reflective Account

Q = Questions

EW = Expert Witness

P = Product (Work)

WT = Witness Testimony

PD = Professional Discussion

FP7W 04 (PCS23) Assist in the transfer and positioning of patients within the perioperative environment

To be completed by the candidate

I SUBMIT THIS AS A COMPLETE UNIT

Candidate's name:

Candidate's signature:

Date:

To be completed by the assessor

It is a shared responsibility of both the candidate and assessor to claim evidence, however, it is the responsibility of the assessor to ensure the accuracy/validity of each evidence claim and make the final decision.

I CERTIFY THAT SUFFICIENT EVIDENCE HAS BEEN PRODUCED TO MEET ALL THE ELEMENTS, PCS AND KNOWLEDGE OF THIS UNIT.

Assessor's name:

Assessor's signature:

Date:

Assessor/Internal verifier feedback

To be completed by the internal verifier if applicable

This section only needs to be completed if the Unit is sampled by the internal verifier

Internal verifier's name:

Internal verifier's signature:

Date: