

Overview

This standard is about preparing an individual for a healthcare activity in accordance with the requirements of the activity to be performed, the practitioner and the assessed needs of the individual.

This standard is applicable to a wide range of health contexts and roles in emergency, primary and secondary care. It may include individuals in conscious or unconscious states.

Users of this standard will need to communicate effectively to meet individuals' needs and wishes and work in line with health and safety legislation, policy and practices.

Performance criteria

You must be able to:

- P1. identify and agree the roles and responsibilities of yourself and others in preparing individuals for healthcare activities
- P2. provide support to the individual and ensure health and safety measures are implemented at all times
- P3. confirm identity of the individual in accordance with organisational procedures
- P4. establish consent and access information on preparing individuals for healthcare activities
- P5. ensure any information relevant to the activity is obtained from the individual, carers or other relevant personnel and is recorded in accordance with organisational requirements
- P6. check that the individual has complied with any pre-procedural instructions
- P7. prepare the individual according to the requirements of the activity to be carried out, ensuring effective infection prevention and control at all times in accordance with organisational requirements
- P8. store personal articles which need to be removed by individuals for the activity safely and securely in the appropriate place
- P9. position and support individuals and where appropriate any medical equipment or devices to optimise the preparation process and outcomes
- P10. reassure and support the individual and relevant carers throughout the process ensuring respect for the individual's rights, dignity and privacy at all times
- P11. report relevant issues to relevant clinical or other personnel
- P12. take immediate and appropriate action to respond to any emergency situation that arises
- P13. complete all relevant documentation required for preparing individuals for healthcare activities

Knowledge and understanding

You need to know and understand:

- K1. how to access and interpret all relevant work instructions, legislation, guidelines, policies, procedures and protocols needed to prepare individuals for healthcare activities
- K2. the scope and limitations of your own competence, responsibilities and accountability as it applies to your job role
- K3. specific procedures for reporting issues which are beyond your competence, responsibilities and accountability
- K4. the principles, practice and procedures associated with informed consent
- K5. the needs of individuals including issues relating to dignity, confidentiality, and privacy
- K6. how to obtain positive confirmation of an individual's identity before commencing the preparation
- K7. the importance of checking all relevant information and documentation before commencing the preparation of the individual, and the types of information contained within relevant documents
- K8. the importance of checking that the individual has complied with any prescribed pre-treatment instructions and possible implications if instructions are not followed
- K9. the procedures and protocols relating to preparation of individuals for the relevant healthcare activities
- K10. contra-indications to specific procedures and risks associated with incorrect preparation of individuals for health care activities
- K11. the types of support and assistance individuals may require in preparation for the activity to be undertaken
- K12. relevant anatomy and physiology related to the activity being undertaken
- K13. correct positioning of the individual and essential resources for the activity to be undertaken and the importance of ensuring this is achieved
- K14. safe handling techniques for the resources used to prepare the individual for the healthcare activity
- K15. the concerns and worries which individuals may have in relation to some activities and appropriate ways of responding to these concerns
- K16. the ways in which the individual's rights and choices may have to be restricted because of the nature of the preparations required for certain activities
- K17. the importance of keeping the individual informed about what you are doing and

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the nature of the activity which is about to take place

K18. how to recognise emergency situations relevant to area of practice

K19. how to complete and safely store all relevant documentation in accordance with organisational requirements

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