



Report to: **Clinical Governance Group**

Date: **20 July 2016**

Report Title:	Ambulance Care Assistant Scope of Practice
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Purpose of Report

At the June 2016 meeting, the above scope of practice was submitted for ratification.

There were requests for additional information to be added.

This has now been completed and is therefore being resubmitted for final agreement.

Impact:

Quality

- Improved patient care

Financial Position

- N/A

Operational Performance

- N/A

Workforce including Equality Issues

- Clarity in role and skill set

Reputation of the Trust

- N/A

Other

- N/A

State in the box below the committees or groups which this report has already been presented to:

No specific groups but shared with the Education & Training Department and PTS Mobilisation Team for comment.

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Risk Management:

Details of any new risk(s) identified which may result from the recommended decision or action:	Risk Assessment		
	Consequence (A)	Likelihood (B)	Score (A x B)
N/A			
Details of mitigation of identified risk(s):			

Recommendation(s)

That the Group:

- Approves this new created Ambulance Care Assistant Scope of Practice.

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PTS Care Assistant Scope of Practice

Introduction

This scope of practice defines the working role of the member of staff in Patient Transport Services and should be read in conjunction with the Job Description. It outlines the general work role and defines the specific responsibilities associated with the role.

The scope of practice also defines the boundaries of practice within which the members of staff must always operate.

Work Role

The role requires working as an individual or as part of a PTS ambulance crew, to provide support in delivering effective transport and rudimentary care.

The member of staff will be able to respond to a limited range of emergency situations as they may when working as a PTS Care Assistant.

The member of staff will only be asked to transport and attend to vulnerable and chronic ill patients when working together as a crew with the same grade of staff. As such responsibility for care of the patient will be shared between all attending staff members.

Professional accountability

The member of staff must:

- Practice within the legal and ethical boundaries of their work role.
- Practice in a non-discriminatory manner
- Maintain confidentiality and obtain informed consent
- Exercise a duty of care
- Know and understand the professional and personal scope of their practice and when to seek assistance or guidance from senior clinical staff.
- Maintain their level of knowledge.
- Reflect on their performance and use reflection to improve their practice.
- Undertake development, including statutory and mandatory training, in order to maintain knowledge and skills in line with developments and changes to the role.

Professional relationships

The member of staff must:

- Work effectively as part of a team sometimes under the direction of other more senior staff.
- Understand the need for effective communication throughout the care of the patient. This may be with service users, patients, relatives, carers and bystanders.

Identification of basic health and social care needs

The member of staff must:

- Undertake immediate scene survey and a dynamic risk assessment in order to establish the presence of hazards.
- When necessary be able to undertake a primary patient assessment, sufficient to identify any life threatening conditions and give immediate life support to Basic Life Support (BLS) level.

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Emergency Care | Urgent Care | We Care

- Identify when it is appropriate to seek the assistance of a more senior clinician.
- When working as part of a same grade staff crew request additional advice or support from a senior clinician via the Emergency Control Centre and Eligibility and Support Clinician as and when required.
- Complete appropriate documentation such as patient records and vehicle and equipment documentation.
- Must be able to recognise and respond to those adults/children/families that are in need of support/care/protection. This will include referring the individual(s) to the dedicated safeguarding/care concern referral line in EOC (as per EMAS Safeguarding Policy) in a timely manner.
- Adhere to Infection, Prevention and Control policies and standard operating procedures at all times including hand hygiene compliance and bare below elbows.

Supporting patient care

The member of staff must:

- Undertake daily serviceability checks on:
 - vehicles
 - clinical equipment
 - communication equipment
- Use communication / data equipment to input store, retrieve and transmit information.
- Ensure the safe and legal storage of all equipment and medical gasses.
- Use equipment and resources in a way which minimises waste and impact upon the environment.
- Be able to store and dispose of hazardous substances such as clinical waste and sharps in line with Trust policy and procedures.
- Identify equipment shortage and restock as required.
- Drive a range of ambulance vehicles in a manner that is safe to the environment in accordance with road traffic law and Trust policy and procedures in order to promote patient's condition and prevent deterioration and to, minimise vehicle wear and tear.
- Use equipment in line with manufacturers guidelines and Trust procedures to transfer and transport patients safely and in a manner which minimises any negative impact upon their condition and promotes improvement in their condition.
- Support the qualified healthcare practitioner in the delivery of care and work under their direction when required.
- Have understanding of the Mental Capacity Act and the ability to apply this within a practical setting.
- The ability to undertake and document a capacity assessment.
- Seek guidance from EOC if a patient refuses treatment or transport to hospital and does not have capacity to do so.

Equipment and Resources

The member of staff must:

- Undertake daily serviceability checks on:
 - Vehicles
 - Clinical equipment

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- Communication equipment
- Use communication / data equipment to input, store, retrieve and transmit information.
- Ensure the safe and legal storage of all equipment and medical gases.
- Use equipment and resources in a way which minimises waste and impact upon the environment
- Be able to store and dispose of hazardous substances such as clinical waste and sharps in line with current policies and procedures.
- Identify equipment shortages and restock as required.
- Drive a range of vehicles in accordance with road traffic law and Trust policies and procedures in order to promote patient's condition and prevent deterioration and to, minimise vehicle wear and tear.
- Use equipment in line with manufacturer's guidelines and employers procedures to transfer and transport patients safely and in a manner which minimises any negative impact upon their condition and promotes improvement in patients condition.

Supporting and providing patient care

The member of staff must:

- Be competent in basic life support and resuscitation.
- Be able to use simple adjuncts in order to maintain a patient's airway. This will include the use of a bag-valve-mask and oropharyngeal airway (OPA).
- Be able to use an automated external defibrillation (AED) device as part of the resuscitation effort in cardiac arrest.
- Support and assist more senior clinical staff.
- Be able to recognise a limited range of clinical conditions and injuries and administer the appropriate first aid treatment including the use of oxygen

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