

## SELF-ASSESSMENT GUIDE

Qualification :	<b>EMERGENCY MEDICAL SERVICES NC II</b>	
Project Assessment:	<b>Provide Pre-hospital Patient Care and Transport</b>	
Units of Competency :	<p>Perform Cardiopulmonary Resuscitation with AED Operation</p> <p>Maintain life support equipment and resources</p> <p>Implement safe access and extrication procedures in an emergency</p> <p>Contribute in receiving request for ambulance service</p> <p>Contribute in allocating ambulance service resources</p> <p>Contribute in coordinating emergency resources</p> <p>Deliver basic ambulance communication skills</p> <p>Contribute in on- road operations</p> <p>Contribute to emergency scene management</p> <p>Contribute to special event scene management</p> <p>Contribute to routine scene management</p> <p>Deliver pre- hospital patient care</p> <p>Contribute to ambulance operations management</p> <p>Transport emergency patients</p> <p>Transport non- emergency patients</p> <p>Drive ambulance under operational conditions</p>	
<p>Instruction:</p> <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a check in the appropriate box opposite each question to indicate your answer.</li> </ul>		
<b>Can I?</b>	<b>YES</b>	<b>NO</b>

<p><b>Perform Cardiopulmonary Resuscitation with AED Operation*</b></p> <p><b>Assess the situation</b></p> <ol style="list-style-type: none"> <li>1. Identify and minimize Physical hazards according to safety requirements and workplace procedures.</li> <li>2. Assess risks to ambulance care assistants and others and determine appropriate response to ensure prompt control of situation.</li> <li>3. Ascertain and prioritize need for emergency services/medical assistance and undertakes triage where required.</li> <li>4. Deploy resources to appropriate locations as required in accordance with workplace procedure.</li> </ol>		
<p><b>Contribute in the management of casualty/ies</b></p> <ol style="list-style-type: none"> <li>1. Seek agreement for management of the casualty's injury/illness from person(s) where relevant.</li> <li>2. Determine and implement welfare procedure according to casualty/ies needs.</li> <li>3. Determine and control effects of injury and effective CPR and AED operation and apply to meet the needs of the casualty</li> <li>4. Monitor and respond to in a timely manner to the casualty/ies level of consciousness, circulation, airway and breathing in accordance with effective pre-hospital care</li> <li>5. Correctly operate Automated External Defibrillator (AED) in accordance with manufacturer's/supplier's instructions.</li> <li>6. Determine and apply recovery position to meet the need of the patient</li> <li>7. Finalize management according to casualty/ies needs</li> </ol>		

<p><b>Manage ambulance and personnel resources</b></p> <ol style="list-style-type: none"> <li>1. Identify and establish as appropriate, available resources and required communication links with appropriate personnel, emergency management services and medical assistance</li> <li>2. Establish as appropriate , emergency management service and medical assistance</li> <li>3. Deploy to appropriate locations in an effective manner correct amount of resources to ensure timely arrival of required resources.</li> <li>4. Document and modify as recommended ,the provision of resources</li> <li>5. Coordinate the evacuation of casualties according to worksite evacuation procedures.</li> <li>6. Arrange support services for personnel involved in the incident in accordance with workplace principles and procedures.</li> </ol>		
<p><b>MAINTAIN LIFE SUPPORT EQUIPMENT AND RESOURCES*</b></p> <p><b>Maintain resources</b></p> <ol style="list-style-type: none"> <li>1. Ensure and secure availability of adequate and relevant <i>resources</i> in accordance with workplace procedures.</li> <li>2. Identify and obtain non-consumables required by workplace to maintain adequate readiness of supplies</li> <li>3. Identify and obtain consumables required by workplace to maintain adequate readiness of supplies.</li> <li>4. Carry out checking of stock and regular inspection of equipment for condition and currency.</li> <li>5. Recover, clean equipment and dispose waste safely according to legislative and site procedures.</li> <li>6. Maintain resources in operational readiness in accordance with workplace procedures.</li> <li>7. Store resources in the correct manner to ensure their future operation and serviceability</li> </ol>		

<p><b>Manage records</b></p> <ol style="list-style-type: none"> <li>1. Complete relevant forms as required according to legislation and site procedures.</li> <li>2. Store forms in accordance with legislative and site procedures.</li> <li>3. Send relevant forms to appropriate bodies and file these records appropriately and undertake security of such records according to workplace and legislative requirements</li> <li>4. Maintain confidentiality of records and information in accordance with privacy principles and statutory and/or organizational policies.</li> </ol>		
<p><b>IMPLEMENT SAFE ACCESS AND EXTRICATION PROCEDURES IN AN EMERGENCY*</b></p> <p><b>Assess emergency situation in relation to safe access and extrication</b></p> <ol style="list-style-type: none"> <li>1. Obtain Information relevant to the situation on or before arrival.</li> <li>2. View to identify and mitigate dangers, situation according to standard local ambulance procedure.</li> <li>3. Assess condition of victim/patient.</li> <li>4. Identify obstacles impacting on safe access and extrication accurately</li> <li>5. Formulate access and extrication plan based on an assessment of all factors associated with the situation or incident in line with national emergency management arrangements.</li> <li>6. Formulate and prioritize access and extrication plan based on the main concerns of victim/patient welfare and safety of all personnel.</li> <li>7. Assess equipment and personnel needs based on an assessment of all factors associated with the situation or incident.</li> <li>8. Assess equipment and personnel needs based on victim/patient and personnel welfare as the prime concern</li> </ol>		

<p><b>Implement procedure to enable safe access and extrication</b></p> <ol style="list-style-type: none"> <li>1. Request additional personnel and equipment or arrange as the need dictates.</li> <li>2. Implement access/extrication plan using equipment and personnel necessary to ensure safe access/extrication and victim/patient welfare.</li> <li>3. Negotiate and maintain means of safe access and extrication according to national OSH standards, as well as service policies and procedures.</li> <li>4. Act in accordance with local ambulance standard operation procedures.</li> <li>5. Utilize available resources as necessary.</li> <li>6. Familiarize the use of carry chairs</li> </ol>		
<p><b>Monitor access and extrication procedure in an emergency situation</b></p> <ol style="list-style-type: none"> <li>1. Be of concern primarily on the safety of victim/patient and personnel.</li> <li>2. Constantly monitor progress of access/extrication to ensure welfare of the victim/patient and safety of personnel.</li> <li>3. Constantly monitor victim/patient to detect any change in condition.</li> <li>4. Constantly monitor all conditions and factors impacting on safe access/extrication and victim/patient welfare</li> <li>5. Modify access/extrication plan as necessary to ensure safety and the welfare of the victim/patient</li> </ol>		
<p><b>CONTRIBUTE IN RECEIVING REQUEST FOR AMBULANCE SERVICE*</b></p> <p><b>Receive request for service</b></p> <ol style="list-style-type: none"> <li>1. Answer incoming requests for service promptly in accordance with local ambulance standard operating procedure.2.</li> <li>2. Establish details of the situation using effective communication skills, techniques and resources, in accordance with local ambulance standard operating procedure.</li> <li>3. Accurately record complete details of the request in a timely and efficient manner and in accordance with local ambulance standard operating procedure.</li> <li>4. Deal with the requests in a professional manner at all times.</li> </ol>		

<p><b>Respond to request for service</b></p> <ol style="list-style-type: none"> <li>1. Determine urgency of the request using information gained from the person requesting the service.</li> <li>2. Provide advice to the person requesting the service</li> <li>3. Formulate and initiate a suitable response using a prioritizing tool in accordance with local ambulance standard operating procedure</li> </ol>		
<p><b>Refer request*</b></p> <ol style="list-style-type: none"> <li>1. Identify and act upon any need to refer the request for service</li> <li>2. Refer request in line with the situation presented and in accordance with local ambulance standard operating procedure.</li> </ol>		
<p><b>Finalize request*</b></p> <ol style="list-style-type: none"> <li>1. Terminate calls in accordance with local ambulance standard operating procedure.</li> <li>2. Follow-up action taken as necessary and in accordance with the needs of the situation, and local ambulance standard operating procedure</li> </ol>		
<p><b>CONTRIBUTE IN ALLOCATING AMBULANCE SERVICE RESOURCES*</b></p> <p><b>Allocate ambulance service resources</b></p> <ol style="list-style-type: none"> <li>1. Prioritize requests for service in accordance with local ambulance standard operation procedure.</li> <li>2. Assess available resources in accordance with local ambulance standard operation procedure.</li> <li>3. Allocate resources to emergency, non-emergency and special requests in accordance with local ambulance standard operation procedure.</li> </ol>		
<p><b>Dispatch ambulance service resources</b></p> <ol style="list-style-type: none"> <li>1. Brief assigned personnel to situation in adequate, clear, timely and accurate way</li> <li>2. Record communication according to local ambulance standard operation procedure.</li> <li>3. Dispatch ambulance resources within timeframes set by the Ambulance Service and in accordance with local ambulance standard operation procedure</li> </ol>		

<p><b>Monitor progress of assigned personnel</b></p> <ol style="list-style-type: none"> <li>1. Confirm assigned personnel's arrival at the scene of the incident/situation is according to co-ordination procedures.</li> <li>2. Assign personnel based on capacity to deal with the situation/incident at earliest opportunity.</li> <li>3. Identify need for additional resources and arranges as needed.</li> <li>4. Arrange and monitor arrival at receiving facility ..</li> <li>5. Note personnel and ambulance availability for re-assignment according to local ambulance standard operation procedure. <ol style="list-style-type: none"> <li>a. Notify peer support/critical incident stress debriefing (CISD)</li> <li>b. Team</li> </ol> </li> </ol>		
<p><b>Maintain records of ambulance service co-ordination activity</b></p> <ol style="list-style-type: none"> <li>1. Maintain records of ambulance and personnel according to local ambulance standard operation procedure.</li> <li>2. Summon and maintain records of supplementary resources according to local ambulance standard operation procedure</li> </ol>		
<p><b>CONTRIBUTE IN COORDINATING EMERGENCY RESOURCES*</b></p> <p><b>Coordinate ambulance and personnel resources</b></p> <ol style="list-style-type: none"> <li>1. Undertake resource allocation in accordance with local ambulance standard operating procedure.</li> <li>2. Monitor known factors that may impact on service demand at all times.</li> <li>3. Know ambulance service resources locations and commitments at all times.</li> </ol>		

<p><b>Liaise with ambulance communications personnel</b></p> <ol style="list-style-type: none"> <li>1. Give personnel clear information at all times.</li> <li>2. Communicate factors affecting resource availability to personnel.</li> <li>3. Seek factors affecting resource availability from other ambulance communications personnel.</li> <li>4. Document information according to local ambulance standard operating procedure.</li> <li>5. Implement “On scene” communication chain of command</li> </ol>		
<p><b>Liaise with other related organizations and emergency services</b></p> <ol style="list-style-type: none"> <li>1. Identify need for involvement of other service in a timely manner.</li> <li>2. Determine the service involvement in line with the case need.</li> <li>3. Contact , brief , and request appropriate assistance other service .</li> </ol>		
<p><b>DELIVER BASIC AMBULANCE COMMUNICATION SKILLS*</b></p> <p><b>Exercise effective communication techniques</b></p> <ol style="list-style-type: none"> <li>1. Use verbal and non-verbal communication constructively to achieve planned work outcomes.</li> <li>2. Reflect an understanding and respect for individual differences and needs in all forms of communication with clients and colleagues an.</li> <li>3. Introduce self appropriately when required.</li> <li>4. Use interviewing and active listening techniques where needed to identify and confirm work requirements.</li> <li>5. Communicate in a clear and relevant to situation, context and activities</li> <li>6. Use touch and other non-verbal means of communication prudently, carefully and only as appropriate.</li> <li>7. Seek and obtain advice about communication difficulties with clients or colleagues from supervisor/appropriate person and implements as required.</li> <li>8. Seek advice and assistance from legitimate sources as and when appropriate to maintain and develop effective communication skills.</li> <li>9. Adjust own style to incorporate advice that addresses performance issues to maintain the agreed standard of effective communication.</li> </ol>		

<p><b>Convey and receive information using available modes of communication</b></p> <ol style="list-style-type: none"> <li>1. Use communication codes and equipment correctly.</li> <li>2. Acknowledge and/or clarify information received using active listening.</li> </ol>		
<p><b>Follow routine instructions</b></p> <ol style="list-style-type: none"> <li>1. Interpret workplace instructions correctly and carry out within agreed time frames.</li> <li>2. Seek clarification of work instructions when required to ensure understanding.</li> <li>3. Refer difficulties in carrying out instructions to supervisor or appropriate person to ensure required work outcomes</li> </ol>		
<p><b>Communicate with patients</b></p> <ol style="list-style-type: none"> <li>1. Establish rapport through open, sensitive and confident manner.</li> <li>2. Inform patient (or agent of patient) about patient care procedures in a manner, and at a time consistent with the overall needs of the patient and situation as a whole.</li> <li>3. Obtain information from patient or others showing the firmness, sensitivity and respect for confidentiality demanded by the situation.</li> <li>4. Recognize and respect religious, social and cultural differences between individuals that may require special communication skills or patient care procedures</li> </ol>		
<p><b>Complete reports as required</b></p> <ol style="list-style-type: none"> <li>1. Complete reports as required to the standard expected in the workplace.</li> <li>2. Complete reports correctly within identified time frames</li> <li>3. Report clearly and accurately</li> </ol>		
<p><b>Present a positive image of the service to the public</b></p> <ol style="list-style-type: none"> <li>1. Communicate with the public in a courteous manner and respecting privacy.</li> <li>2. Use standards of personal presentation that are appropriate to the organization</li> </ol>		

<p><b>CONTRIBUTE IN ON-ROAD OPERATIONS*</b></p> <p><b>Contribute in relaying communication</b></p> <ol style="list-style-type: none"> <li>1. Manage communication techniques and procedures to ensure they are consistent with implementing rules and regulations, laws, ordinances, service policies and procedures.</li> <li>2. Manage communication with control centre to ensure that it is established and maintained.</li> <li>3. Manage notification of receiving facility to ensure that local policies and procedures are adhered to.</li> </ol>		
<p><b>Oversee ambulance and equipment preparation, maintenance and cleaning</b></p> <ol style="list-style-type: none"> <li>1. Maintain ambulance and equipment in a clean and serviceable condition according to legal/industrial requirements and service policy and procedures.</li> <li>2. Maintain ambulance operating stock to acceptable minimum and maximum levels.</li> </ol>		
<p><b>Contribute in the transport of patients</b></p> <ol style="list-style-type: none"> <li>1. Manage transportation of patients to ensure they are transported safely and smoothly to avoid further damage or injury.</li> <li>2. Recognize and negotiate hazard safely when driving .</li> <li>3. Adhere to legal and industrial requirements governing emergency vehicles .</li> <li>4. Choose route appropriately according to distance, time constraints, travel and terrain.</li> <li>5. Provide safe driving through reading road map accurately and quickly.</li> <li>6. Manage communication between driver and patient care officer to ensure safe transport and effective patient care.</li> </ol>		
<p><b>Contribute in scene management</b></p> <ol style="list-style-type: none"> <li>1. Ensure safety of scene in accordance with legal, industrial and service guidelines.</li> <li>2. Ensure control of hazards in accordance with requirements to protect welfare of patients and personnel.</li> <li>3. Apply resources in accordance with requirements of the scene, service policies and procedures and relevant legal and industrial requirements.</li> <li>4. Ensure communication with allied services contributes to safety and well-being of patients and ambulance personnel</li> </ol>		

<p><b>CONTRIBUTE TO EMERGENCY SCENE MANAGEMENT*</b></p> <p><b>Contribute in identifying real and potential hazards in the environment</b></p> <ol style="list-style-type: none"> <li>1. Gather information to allow accurate assessment of the situation or incident.</li> <li>2. Accurately identify hazards (existing and potential).</li> <li>3. Accurately access/ approach an incident and , looks for visible signs of danger.</li> <li>4. Position appropriate resources to facilitate safe/timely ambulance access and extrication</li> </ol>		
<p><b>Communicate with those involved in the incident</b></p> <ol style="list-style-type: none"> <li>1. Communicate information about the incident or scenario to coordinator in accordance with service policies.</li> <li>2. Communicate information to people involved in the incident in accordance with service policies</li> </ol>		
<p><b>Control hazards/ scene safety</b></p> <ol style="list-style-type: none"> <li>1. Mitigate or avoid/negate existing and potential hazards to the safety and welfare of patients and others.</li> <li>2. Wear/use personal protective clothing and equipment as necessary.</li> <li>3. Implement infection control procedures when necessary.</li> <li>4. Manage resistive and/or combative patients appropriately.</li> <li>5. Ensure security of the scene for ambulance personnel by the ambulance/medical command in consultation with incident commander.</li> <li>6. Make available, utilize appropriately, and replenish resources as needed</li> </ol>		
<p><b>Communicate with medical and other emergency and allied services with EMT's supervision to ensure safety at scene</b></p> <ol style="list-style-type: none"> <li>1. Apply the standard operating procedures for communication and coordination with medical services and allied services.</li> <li>2. Communicate necessary information for allied services thru channels (Chain of Command).</li> </ol>		

<p><b>Monitor the environment</b></p> <ol style="list-style-type: none"> <li>1. Monitor the environment to identify changes that may compromise safety or victim/patient care.</li> <li>2. Recognize environmental changes requiring further control quickly and communicates to appropriate agencies.</li> </ol>		
<p><b>CONTRIBUTE TO SPECIAL EVENT SCENE MANAGEMENT*</b></p> <p><b>Attend mass gathering events</b></p> <ol style="list-style-type: none"> <li>1. Participate in planning stage of any event and attends in accordance with mass gathering guidelines stated in World Health Organization (WHO).</li> <li>2. Assess scene of event using all available information and first hand observation.</li> <li>3. Identify hazards (existing and potential) and the level of risk accurately utilizing current emergency risk management process.</li> <li>4. Develop emergency management plan, or implements existing emergency management plan in consultation with event organizers.</li> <li>5. Develop ambulance Staging and implements ambulance operations and their role within the emergency management plan.</li> <li>6. Deploy ambulance resources in accordance with the unified management plan.</li> <li>7. Position ambulance resources to facilitate access and egress.</li> <li>8. Establish lines of communication and maintains it in accordance with the management plan and Service policies and procedures.</li> </ol>		

<p><b>Ensure safety at the scene</b></p> <ol style="list-style-type: none"> <li>1. Position ambulance strategically:       <ol style="list-style-type: none"> <li>a) to ensure safety for vehicle, crew, patient, equipment,</li> <li>b) allow accessibility.</li> </ol> </li> <li>2. Identify the Personnel properly and wears personal protective clothing and equipment as required</li> <li>3. Ensure security of the scene for Emergency Medical Services (EMS) with the Medical Commander in consultation with the event Incident Commander or Security Commander.</li> <li>4. Coordinate with allied Services regarding mitigation of specific hazards to enable patient treatment in hazard-free environment in line with standard ambulance staging procedures in accordance with established standards</li> <li>5. Act in accordance with current and existing established standard</li> </ol>		
<p><b>CONTRIBUTE TO ROUTINE SCENE MANAGEMENT*</b></p> <p><b>Attend to non-emergency event</b></p> <ol style="list-style-type: none"> <li>1. Position ambulance to facilitate access and departure while keeping safe all personnel and the vehicle.</li> <li>2. Identify hazards, real or potential, where there are risks to participants or bystanders.</li> <li>3. Identify lines of communication with others and maintains according to service policy and procedures.</li> <li>4. Observe correct communication procedures in accordance with service policy and procedures</li> </ol>		
<p><b>Take appropriate measures to ensure safety at the scene</b></p> <ol style="list-style-type: none"> <li>1. Position ambulance to protect self, team and patient(s).</li> <li>2. Wear personal protective clothing in accordance with operating procedures.</li> <li>3. Utilize ambulance resources and improvises to secure the scene.</li> <li>4. Undertake appropriate roles as prescribed by Acts, regulations, service policy and procedure.</li> <li>5. Minimize risk by enlisting hazard reduction agents to enable provision of treatment in hazard-free or hazard-reduced environment.</li> <li>6. Act is in accordance with current and existing established standard</li> </ol>		

<p><b>DELIVER PRE- HOSPITAL PATIENT CARE*</b></p> <p><b>Contribute in making initial patient assessment</b></p> <ol style="list-style-type: none"> <li>1. Conduct pre-planning before arrival at scene based on information communicated in request for service.</li> <li>2. Conduct scene survey according to local ambulance standard operating procedure.</li> <li>3. Conduct primary survey according to local ambulance standard operating procedure.</li> <li>4. Check and monitor vital signs in accordance with local ambulance standard operating procedure.</li> <li>5. Obtain history of the event following established procedures.</li> <li>6. Assess transport requirements and appropriate destination considering patient's condition and the type of resources needed to ensure that requirements of urgency and patient care are met.</li> </ol>		
<p><b>Contribute in implementing patient care procedures as the situation presents itself</b></p> <ol style="list-style-type: none"> <li>1. Assist the EMTs in patient care procedures which are commenced as patient's present condition determines, with reference to local clinical guidelines.</li> <li>2. Familiarize self with all the supplies and equipment in the ambulance.</li> <li>3. Recognize and seek immediately where the situation or patient's condition requires treatment that is outside the scope or authority to practise of the attending officer, the need for assistance is.</li> <li>4. Utilize ambulance equipment in patient management correctly operated according to manufacturer/supplier's instructions and local clinical guidelines.</li> <li>5. Implement patient care techniques in accordance with infection control procedures and techniques.</li> <li>6. Practice safe lifting and patient handling techniques in accordance with established existing International Labor Organization and local EMS policies and procedures</li> </ol>		
<p><b>Contribute in monitoring basic patient care and modify as required*</b></p> <ol style="list-style-type: none"> <li>1. Re-assess patient and his/her presenting conditions at appropriate intervals as required according to local ambulance standard operating procedure.</li> <li>2. Assist the EMTs in monitoring pulse Oximeter (SPO2)</li> </ol>		

<p><b>Endorse patients requiring basic care</b></p> <ol style="list-style-type: none"> <li>1. Document relevant patient details according to local ambulance standard operating procedure.</li> <li>2. Maintains patient confidentiality at all times.</li> <li>3. Convey all necessary information through Documentation for endorsement procedures</li> <li>4. Convey information appropriately to those individuals involved in ongoing patient care to facilitate understanding and optimize continuing patient care.</li> <li>5. Maintain patient care until responsibility for patient care is taken over by staff of the receiving agency.</li> </ol>		
<p><b>CONTRIBUTE TO AMBULANCE OPERATIONS' MANAGEMENT*</b></p> <p><b>Maintain operations to meet quality standards</b></p> <ol style="list-style-type: none"> <li>1. Make available supplies (necessary for operations and meet service requirements (except medicines)).</li> <li>2. Meet service delivery specifications for operations within the area of responsibility</li> <li>3. Give accurate Information and advice to staff, members of the public and related organizations , in line with service policy and within the manager's area of responsibility.</li> <li>4. Communicate operational information to the appropriate people in a manner, at a level and at a pace to promote understanding.</li> <li>5. Fully and correctly implement and maintain systems to monitor quality, time and cost specifications for service provided.</li> <li>6. Recognise and take appropriate action to <i>Factors which disrupt operations affecting service delivery</i> to minimise their effects.</li> <li>7. Complete an accurate record of operations in accordance with service policies and procedures in relation to ambulance operation.</li> <li>8. Make recommendations for improving efficiency of operations and quality of service which are promptly communicated to the appropriate people.</li> <li>9. Operate in accordance with local ambulance standard operating procedure</li> </ol>		

<p><b>Create and maintain conditions conducive to productive work and quality service</b></p> <ol style="list-style-type: none"> <li>1. Apply highest possible level of safety to the work environment.</li> <li>2. Establish a sufficient supply of resources and maintain to meet community needs.</li> <li>3. Satisfy staff working conditions and use of resources based current legislation and service.</li> <li>4. Conform to maintenance frequency guidelines and the use of equipment service standards, schedules and procedures.</li> <li>5. Refer to the appropriate person/s matter where resources do not meet requirements</li> <li>6. Report promptly Workplace accidents and incidents to the appropriate person/s and records as required.</li> <li>7. Refer promptly to the appropriate person/s recommendations for improving conditions</li> <li>8. Complete all necessary records accurately and legibly and makes available to authorized person/s when required.</li> <li>9. Review Records to ensure completeness and accuracy, in accordance with service policy</li> </ol>		
<p><b>Monitor and control the use of resources</b></p> <ol style="list-style-type: none"> <li>1. Conform to service procedures , expenditure is within agreed budgets and do not compromise future spending requirements .</li> <li>2. Communicate effectively the contribution each team member can make to control of resources.</li> <li>3. Make complete, accurate and legible records of expenditure</li> <li>4. Take prompt corrective action in response to actual or potential significant deviations from plans.</li> <li>5. Promptly refer to the appropriate person requests for expenditure outside the person in charge/superior's area of responsibility</li> </ol>		
<p><b>TRANSPORT EMERGENCY PATIENTS*</b></p> <p><b>Convey and receive information relating to emergency transport</b></p> <ol style="list-style-type: none"> <li>1. Establish and maintain communication with control center and according to local ambulance standard operation procedure.</li> <li>2. Notify appropriate receiving facility according to local ambulance standard operation procedure.</li> </ol>		

<p><b>Transport patient under emergency conditions</b></p> <ol style="list-style-type: none"> <li>1. Drive Ambulance in a manner that avoids exacerbation of patient's condition.</li> <li>2. Recognize and negotiate Hazards at low risk.</li> <li>3. Drive Vehicle according to legal requirements governing emergency vehicles.</li> <li>4. Choose appropriate route according to distance, time, travel and terrain.</li> <li>5. Establish and maintain communication as required between driver and patient care officer to ensure safe transport and effective patient care.</li> </ol>		
<p><b>Load, unload and secure patient and equipment for emergency transportation</b></p> <ol style="list-style-type: none"> <li>1. Conduct loading/unloading smoothly, consistent with safe work practices, and local ambulance standard operating procedure.</li> <li>2. Do not exacerbate patient's illness/injury by unnecessary movement during loading and unloading.</li> <li>3. Remove patients from scene in a manner consistent with relevant Acts, Regulations and in accordance with local ambulance standard operating procedure.</li> <li>4. Secure equipment in accordance with relevant Philippine Standards, Acts, and regulations and in accordance with local ambulance standard operating procedure</li> </ol>		
<p><b>TRANSPORT NON-EMERGENCY PATIENTS*</b></p> <p><b>Prepare and check vehicle and equipment</b></p> <ol style="list-style-type: none"> <li>1. Check Ambulance and equipment systematically and comprehensively based on a local vehicle checklist.</li> <li>2. Conduct Ambulance checks on a regular basis according to Service procedures to ensure serviceability of ambulance and equipment.</li> <li>3. Check Ambulance to ensure interior and exterior cleanliness of ambulance in accordance with service policies and procedures pertaining to the minimization of infection risk to both ambulance personnel and patients/clients.</li> <li>4. Maintain Ambulance operating stock to acceptable minimum and maximum levels.</li> <li>5. Maintain Ambulance and equipment according to local policy and procedures</li> </ol>		

<p><b>Ensure faults in ambulance and equipment are remedied</b></p> <ol style="list-style-type: none"> <li>1. Identify General nature of fault and reports according to local policy and procedure.</li> <li>2. Assess further damage to malfunctioning ambulance or equipment against patient care priorities and avoided when possible.</li> <li>3. Rectify Minor faults where possible.</li> <li>4. Establish and communicate to appropriate personnel need for additional or replacement resources</li> </ol>		
<p><b>Convey and receive information through use of necessary modes of communication</b></p> <ol style="list-style-type: none"> <li>1. Use communication techniques and procedures that are consistent with acts, regulations and in accordance with local standard operating procedure.</li> <li>2. Establish and maintain communication with control center in accordance with local standard operating procedure.</li> <li>3. Notify appropriate receiving facility in accordance with local standard operating procedure.</li> </ol>		
<p><b>Load, unload and secure non-emergency patient and other specific personnel for transportation</b></p> <ol style="list-style-type: none"> <li>1. Conduct loading/unloading smoothly, consistent with safe work practices, Service policy and procedures in accordance with the national code.</li> <li>2. Give patient appropriate support/assistance during loading/unloading.</li> <li>3. Transport appropriate personnel to accompany the patient where such a need has been identified and there is a capacity to do so, in accordance with local standard operating procedure.</li> <li>4. Secure equipment and belongings appropriately to avoid movement during travel.</li> <li>5. Be familiar with the use of carry chairs</li> </ol>		

<p><b>Drive ambulance</b></p> <ol style="list-style-type: none"> <li>1. Drive Ambulance in a reduced - risk manner and according to legal requirements.</li> <li>2. Choose appropriate route according to distance, time constraints, travel and terrain.</li> <li>3. Establish communication between driver and patient or patient care officer to ensure effective patient care during transport.</li> <li>4. Consult the Map accurately, when necessary.</li> </ol>		
<p><b>Transport patient's relatives or other specific personnel</b></p> <ol style="list-style-type: none"> <li>1. Transport personnel to accompany the patient where such a need has been identified and there is a capacity to do so, in accordance with local standard operating procedure.</li> <li>2. Consider safety of the personnel, the patient and the patient's relatives in the ambulance during transport.</li> </ol>		
<p><b>DRIVE AMBULANCE UNDER OPERATIONAL CONDITIONS*</b></p> <p><b>Prepare ambulance for operational response</b></p> <ol style="list-style-type: none"> <li>1. Select the ambulance to meet operational requirements and is suitable to use in the terrain.</li> <li>2. Complete preliminary check of the vehicle to ensure it is serviceable.</li> <li>3. Assist in checking the equipment and accessories to ensure they are available and serviceable.</li> <li>4. Complete cabin drill and start-up checks in accordance with operational standards.</li> <li>5. Start engine in accordance with manufacturer's specifications.</li> <li>6. Include and check audible and visual warning systems, instruments and gauges to ensure that they are all operational</li> </ol>		

<p><b>Drive the ambulance</b></p> <ol style="list-style-type: none"> <li>1. Prepare for, and safely operate Ambulance in terrain suitable to the vehicle.</li> <li>2. Operate and position Ambulance and/or trailers in accordance with traffic regulations in accordance with local ambulance standard operation procedure to ensure safe and efficient operation.</li> <li>3. Use reduced- risk driving techniques which minimize the likelihood of injury to persons or damage to equipment or property and in accordance with local ambulance standard operation procedure</li> </ol>		
<p><b>Monitor traffic, road and terrain under operational conditions</b></p> <ol style="list-style-type: none"> <li>1. Control ambulance movement in response to external conditions to ensure safety of persons.</li> <li>2. Take the most efficient route of travel through monitoring factors likely to cause delays or route deviations.</li> <li>3. Monitor and act upon Traffic and surface conditions consistently to enable safe operation and ensure no injury to people or damage to property, equipment, loads and facilities.</li> </ol>		
<p><b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b></p>		
<p><b>Candidate's Signature:</b></p>	<p><b>Date:</b></p>	