
WILTSHIRE POLICE FORCE PROCEDURE



First Aid Scope of Practice Procedure

Effective from: 14.02.2020

TABLE OF CONTENTS

Identification	3
Ownership.....	3
Revision History	3
Approvals.....	3
Distribution	3
Equality Impact Assessment	4
Consultation	4
Implications of the Procedure.....	4
Training Requirements	4
IT Infrastructure	4
STRATEGIC PRIORITIES	5
RELATED POLICIES, PROCEDURES and OTHER DOCUMENTS	5
DATA PROTECTION.....	5
FREEDOM OF INFORMATION ACT 2000.....	5
MONITORING and REVIEW	5
WHO TO CONTACT ABOUT THIS PROCEDURE.....	5

Identification

Procedure Title: First Aid - Scope of Practice Procedure
Version: V2

Ownership

Department Responsible: Health and Safety, People Services
Procedure Owner: Sarah Somers, Head of Health and Safety
Dr Rachel Oaten, Consultant in Emergency Medicine

Revision History

Effective From 14.02.2020
Next Review Date: Annual or when significant changes in work activity, process or procedure occur.

Revision Date	Previous Revision Date	Summary of Changes
01.09.18	14.02.2020	Standard review – no change required

Approvals

This document requires the following approvals:

Name & Title	Date of Approval	Version
Occupational Health and Safety Committee (CC chair)	26.04.18	V1
Chief Officer Group	Not required	

Distribution

This document has been distributed via:

Name & Title	Date of Issue	Version
E-Brief	-	-
Email to relevant affected Staff/Officers This procedure will be disseminated to the following groups of staff: <ul style="list-style-type: none">PSU MedicsFirst Aid Working GroupHealth and Safety CommitteePeople Development	-	-

<ul style="list-style-type: none"> Special Constabulary (specifically qualified Paramedics and Doctors) 		
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Equality Impact Assessment

Has an EIA been completed? Informal assessment conducted – result low risk. If no, please indicate the date by which it will be completed. If yes, please send a copy of the EIA with the procedure.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: 26.04.18
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Consultation

List below who you have consulted with on this policy (incl. committees, groups, etc):

Name & Title	Date Consulted	Version
Occupational Health and Safety Committee	26.04.18	V1

Implications of the Procedure

Training Requirements

Any perceived training requirements needed to implement this procedure should be identified here.

IT Infrastructure

State here whether implementation of this procedure requires any input from IT, adaption and/or addition to any IT systems or packages?

GLOSSARY OF TERMS

Term	Meaning
HSE	Health and Safety Executive

STRATEGIC PRIORITIES

The Force Priorities linked to this document are set out below.

Force Priorities Linked to this Policy
SP4 Developing Sustainable Policing

RELATED POLICIES, PROCEDURES and OTHER DOCUMENTS

All other Wiltshire Police Health and Safety Policy's and Procedures

DATA PROTECTION

Any information relating to an identified or identifiable living individual recorded as a consequence of this procedure will be processed in accordance with the Data Protection Act 2018, General Data Protection Regulations and the [Force Data Protection Policy](#).

FREEDOM OF INFORMATION ACT 2000

This document has been assessed as suitable for public release.

MONITORING and REVIEW

The Scope of Practise Procedure will be monitored and reviewed annually and/or in light of legislative change by the Force Clinical Governance Consultant in conjunction with the Head of Health and Safety. The Force Occupational Health and Safety Committee will be responsible for the approval and monitoring of the procedure document and its implementation on an annual basis.

WHO TO CONTACT ABOUT THIS PROCEDURE

Doctor Rachel Oaten, Clinical Governance Consultant (S/Supt 4327 Rachel Oaten)

Sarah Somers, Head of Health and Safety

1. Purpose

Wiltshire Police recognises the importance of supporting and enabling its workforce in being able to serve and protect our communities. As a Force we want to be seen as responsive and adaptive to the needs of communities whilst protecting our staff who serve them. With a dynamic ever changing staff base it is recognised that some people already in the Force or joining the Force may come with extended skill sets e.g. Doctors and Paramedics joining as Special Constables or Transferees from other force areas with additional extended skills e.g. PSU Medics.

This procedure provides a framework to ensure:

- Staff are supported in utilising their additional qualifications if required.
- A consistent approach and appropriate equipment is available to staff through Consultation with Wiltshire Police First Aid Working Group.

2. Scope

This procedure applies to all members of Wiltshire Police staff who are public facing and have an additional clinical/medical skill set.

3. Definitions

Scope of practice

Scope of practice describes the procedures, actions, and processes that a healthcare practitioner is permitted to undertake in keeping with the terms of their professional license. The scope of practice is limited to that which the law allows for specific education and experience, and specific demonstrated competency. Each jurisdiction has laws, licensing bodies, and regulations that describe requirements for education and training, and define scope of practice.

Doctor

Doctors are responsible for leading the care of patients. They evaluate symptoms, consider possible diagnoses, undertake examinations and tests, advise patients on treatment options and monitor the progress of treatment. If necessary, they will refer patients onwards to a specialist doctor or other health professional for further opinion. All doctors that work with patients in the UK must be registered with the GMC to undertake clinical practice. Since 2009, they are also required to have a medical licence to practice that gives a doctor the legal authority to undertake certain activities in the UK, for example prescribing medication. Doctors are described by the *specialist area* that they practice in, for example Emergency Medicine, and by the level of training and experience they have, which is called their grade e.g. Consultant.

Paramedic

A paramedic is a [healthcare professional](#), predominantly in the pre-hospital and out-of-hospital environment, and working mainly as part of [emergency medical services](#) (EMS), such as on an [ambulance](#). The scope of practice of a paramedic will vary between countries, but generally includes autonomous decision making around the emergency care of patients. In some countries 'Paramedic' is a protected title and accountable to a professional regulatory body. In the United Kingdom Paramedics must be registered with the Health Care Professionals Council

Clinical Governance

This is defined as a system through which organisations such as Wiltshire Police are accountable for continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which excellence in care delivered by officers will flourish.

Clinical Governance Lead is Dr Rachel Oaten FRCEM BSc (Hons) Consultant in Emergency Medicine at Salisbury District Hospital. Other members of the governance group include members of staff from People Development, Operations, Health and Safety and a Paramedic who works locally with South Western Ambulance Service

First Aid Working Group

The First Aid Working Group within Wiltshire Police look to ensure that we are meeting national requirements for first aid training, ensuring first and foremost our officers are as protected and skilled as they can be to serve the communities within our Force footprint. The group will review incidents, feedback, equipment and training with a view to becoming a Force that is viewed as carrying out best practice nationally.

4. Principles.

4.1 Given the increasing prevalence of police officers being first on scene at incidents as well as often waiting lengthy periods of time for health care professionals to arrive on scene it is now considered imperative that staff with extended skill sets such as police medics, paramedic qualifications and medical qualifications have capability to assist members of public and if necessary provide life-saving treatment. It is fully recognised that first and foremost Policing is at the heart of each Officers actions on scene and that once all immediate policing actions have been carried out medical assistance could be offered, if required. This Policy does NOT support officer's solely delivering medical care and ignoring policing responsibility and actions required at an incident.

4.2 Wiltshire Police will ensure that the relevant, risk assessments and equipment necessary to ensure staff safety and minimise harm to an individual person are made available to staff including appropriate safety equipment and consumables.

4.2.1 Safety equipment should be provided to anyone who is public facing. Those with an extended skill set will require gloves, masks and protective eye wear along with equipment appropriate to their role.

4.3 Staff having access to the additional equipment must have the relevant skills and training to be able to ensure their own safety and that of any casualty. The exact level of competence required has been determined by People Development for qualifications such as Police Medic Role. For external qualifications such as Paramedic / Doctor Individuals wishing to provide additional skills will need to provide proof of qualification, registration with a professional body and ongoing continuous professional development relevant to their qualification. The qualification will need to be verified and approved by People Development and Clinical Governance Lead.

4.3.1 Staff are expected to feedback on any incidents they attend through new feedback processes that are being developed in conjunction with Force Communications.

4.4 Quarterly meetings will be held by the First Aid Working Group to ensure trends are reviewed both nationally and locally and also review any incidents where officers or staff have needed to use equipment. These meetings will be documented, written feedback will be provided to officers who submit incidents or near misses and will ultimately be fed back into Wiltshire Police Occupational Health and Safety Committee chaired by the Chief Constable.

5. Training

It is not anticipated that any further training will be needed for staff with existing qualifications such as Paramedic degree. All Officers who are carrying additional equipment and working at a higher skill set will keep up their own mandatory training as set out in the requirements of their role e.g. a doctor must maintain their competence in Advanced Life Support.

Other roles such as Police Medics will be subject to mandatory training as directed by Wiltshire Police People Development and College of Policing guidelines.

People Development will also in conjunction with departmental managers review teams first aid / medical requirements and where necessary upskill specific groups to a level appropriate to the roles they carry out.

6. Equipment

6.1 Equipment will be initially decided and reviewed by the First Aid Working Group.

6.1.1 Protective Equipment. This will include nitrile gloves for skin protection, eye protection for protection from any splashes / irritation from chemicals, and face masks to prevent any inhalation injury.

6.1.2 Medical Equipment has to be fit for purpose, and sit within the skill set of the officer.

6.1.3 The NPCC has provided a statement on the supply of medications to officers and it is down to individual forces and governance groups within to decide on what should be issues. However it is noted that there remain concerns over this.

6.2 Equipment as and when used should be replaced as soon as practicable with replacement equipment being issued from Wiltshire Police Supplies, Devizes.

7. Employee responsibilities

An employee with additional skill set and wishing to Practice within Wiltshire Police must ensure they:

- Protect themselves at all times with personal protective equipment available to them. As a minimum gloves should be worn when approaching or treating a member of the Public
- Inform Force Control Room as soon as practical to instigate appropriate response from other agencies e.g. ambulance
- Remain in-date and competent with their skill set and level of training
- Operate within the policies, protocols and Governance of Wiltshire Police at all times when in work; this should include completing any relevant paperwork relating to the injury / care delivered for the First Aid Working Group to review.

8. Policy Review and Governance

Given the infancy of allowing Officers with additional skill sets to carry medical kit operationally this will be reviewed in six months' time as it is expected incidents / response from other services will have evolved and the Operational capability to respond to incidents may well have changed.

There will be quarterly meetings of members of the First Aid Working Group to ensure Compliance with Force Policy, Audit of incidents where advanced skills of officers have been utilised and a report prepared for the quarterly Health and Safety Meeting.