
Overview

This standard is about the briefing of healthcare teams in preparation for a planned intervention. It includes providing details of the health related intervention to be performed and any relevant contingency plans and/or exceptional circumstances that may affect the successful delivery of the intervention. The briefing process includes ensuring that all team members understand their role, responsibilities and accountabilities in relation to the specific health intervention to be undertaken including handover to new or replacement personnel.

This standard is applicable to a wide range of health contexts and roles in emergency, primary and secondary care.

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

SFHCHS104

Brief the team for an individual's health intervention

Performance criteria

You must be able to:

- P1 work within your level of competence, responsibility and accountability and respond in a timely manner to meet individual's needs
- P2 ensure that all team members associated with the intervention are available for the briefing session
- P3 provide team members with all relevant information about the individual and the planned intervention as necessary to ensure successful completion
- P4 outline accurately and clearly the processes and format required for the delivery of the intervention in accordance with clinical governance
- P5 ensure that all team members are aware of:
 - P5.1 their role within the team
 - P5.2 their responsibilities and accountability before during and following the intervention
 - P5.3 the responsibility and accountability of others within the team
 - P5.4 their responsibilities regarding compliance with information governance
- P6 enable team members to discuss any aspects relating to the individual's intervention that concern them and ensure that all concerns have been addressed by the time the briefing session has been completed
- P7 brief the team about contingency plans that may have to be implemented ensuring that the requirements and triggers for these are fully understood
- P8 where exceptional circumstances apply, identify these and agree with the team appropriate ways in which they may be managed in line with organisational policies and clinical governance
- P9 ensure that the briefing is conducted in a timely and appropriate manner
- P10 ensure you maintain the confidentiality of information in accordance with information governance

SFHCHS104

Brief the team for an individual's health intervention

Knowledge and understanding

You need to know and understand:

- K1 your own level of competence, authority and knowledge in relation to undertaking assessments and forming initial judgements on individuals' health conditions
- K2 policies and guidance which clarify the scope of practice and the relationship between yourself and other members of staff in terms of delegation and supervision
- K3 roles and responsibilities of the team and the importance of working within defined scope of practice
- K4 the importance of information governance and the implications of non compliance
- K5 the importance of clear and effective two-way communication within teams and the implications of poor communication regarding the task in hand
- K6 procedures, protocols and processes relating to the intervention to be undertaken that require team briefing
- K7 how and when to develop contingency plans to limit or avoid the effect of any risks and ensure the successful delivery of the intervention
- K8 the importance of considering and planning for unsuccessful delivery of an intervention and possible implications for the individual
- K9 applied anatomy, general and system specific physiology, pathology in relation to the intervention and in line with current guidance in your field of practice
- K10 how the availability of resources to undertake procedures can impact upon the suitability of intervention options for the individual
- K11 the current European and National legislation, national guidelines, organisational policies and protocols which affect your role within team briefing
- K12 your responsibilities and accountability in relation to the current European and National legislation, national guidelines and local policies and protocols and Clinical Governance

SFHCHS104

Brief the team for an individual's health intervention

Additional Information

External links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: G5 Services and project management

SFHCHS104

Brief the team for an individual's health intervention

Developed by	Skills for Health
Version number	1
Date approved	June 2010
Indicative review date	June 2012
Validity	Current
Status	Original
Originating organisation	Skills for Health
Original URN	CHS104
Relevant occupations	Health, Public Services and Care; Medicine and Dentistry; Nursing and Subjects and Vocations Allied; Health and Social Care; Health Professionals
Suite	Clinical Health Skills
Key words	Team briefing