

---

### Overview

This standard covers obtaining valid consent or authorisation from the individual, guardian or relevant others for the range of health activities and research. It includes the explanation of the options available to the individual, guardian or relevant others. It involves facilitating an understanding of the advantages, disadvantages, benefits and potential complications. It also covers assistance for the individual in reaching an informed decision.

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

# SFHCHS167

## Obtain valid consent or authorisation

---

### Performance criteria

*You must be able to:*

- P1 work within your level of competence, responsibility and accountability
- P2 refer to colleagues for advice and information when you are unable to resolve issues around the valid consent and authorisation
- P3 check the individuals identification details according to local guidelines before commencement of the valid consent authorisation process
- P4 follow national and local guidelines if the individual is unable to give valid consent him/herself
- P5 communicate effectively in the appropriate medium to meet the recipient's needs and preferences
- P6 clearly explain the purpose and procedures for the valid consent and authorisation to the individual and/or relevant others
- P7 explain the reasons for the clinical option covered in the valid consent form
- P8 offer the individual or relevant others opportunities to ask questions or seek clarification
- P9 where applicable, provide the individual with information to enable them to seek further clarification, advice, guidance or information
- P10 check the individual's or relevant other's clear understanding and confirm valid consent and authorisation
- P11 give reassurance that the individual or relevant other can change their mind for consent and authorisation at any stage
- P12 complete the valid consent form according to local policy , procedures and protocols
- P13 maintain full, accurate and legible records of information in line with current legislation, guidelines, local policies and protocols

# SFHCHS167

## Obtain valid consent or authorisation

---

### Knowledge and understanding

*You need to know and understand:*

- K1 the reasons for working within your own level of competence, authority and knowledge in relation to obtaining valid consent or authorisation within your specialist area
- K2 why it is necessary to confirm an individual's identification including where an individual is unable to consent themselves and/or where there are communication difficulties
- K3 the range of available interventions, investigations, treatments or research requiring valid consent or authorisation within your specialist area
- K4 the range of relevant diagnostic and monitoring investigations covered by the valid consent and authorisation within your specialist area
- K5 the contra-indications to any relevant interventions, diagnostic investigations, treatments or research covered by the valid consent and authorisation
- K6 how to complete the appropriate valid consent or authorisation form
- K7 the roles and responsibilities of other team members, associated professionals and agencies
- K8 the steps you would take to ensure that the ethical, cultural and confidentiality considerations of the individual are maintained
- K9 how to communicate advice effectively in the appropriate medium to meet the individual's needs and preferences
- K10 the importance of involving individuals in discussion and how to do so
- K11 the local guidelines for maintaining individual records, any required image capture, their storage and confidentiality in accordance with information governance
- K12 the current national legislation, guidelines and local policies and protocols which affect your work practice
- K13 the policies and guidance that clarify your scope of practice, accountabilities and the working relationship between yourself and others

# SFHCHS167

## Obtain valid consent or authorisation

---

### Additional Information

#### External Links

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

Dimension: HWB2 Assessment and care planning to meet people's health and wellbeing needs

# SFHCHS167

## Obtain valid consent or authorisation

<b>Developed by</b>	Skills for Health
<b>Version number</b>	1
<b>Date approved</b>	June 2010
<b>Indicative review date</b>	June 2012
<b>Validity</b>	Current
<b>Status</b>	Original
<b>Originating organisation</b>	Skills for Health
<b>Original URN</b>	CHS167
<b>Relevant occupations</b>	Health, Public Services and Care; Nursing and Subjects and Vocations Allied; Health Professionals; Healthcare and Related Personal Services
<b>Suite</b>	Clinical Health Skills
<b>Key words</b>	confidential, interventions, diagnostic investigations,