

## SFHHP16

# Coordinate the gathering of field information to assess risks to health



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### Overview

This standard covers the activities of coordinating the gathering of field information in order to assess risks to health, evaluating this information and recommending what further action should be taken. The activities in this standard will be triggered by reports of cases or potential cases, indicating a risk that should be investigated by gathering further information from the field.

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

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#### Performance criteria

*You must be able to:*

- P1 verify the diagnosis of the reported case(s) where possible, by seeking further information about any tests that have been carried out, and about any clinical signs and symptoms
- P2 collate the available information on the case(s) to establish:
  - P2.1 the number of cases
  - P2.2 details of any contacts, where appropriate
  - P2.3 linkages between any reported cases
  - P2.4 the extent of the risk
  - P2.5 possible causes of the problem
  - P2.6 a baseline for any further inquiry
- P3 consult with colleagues in your own and partner organisations where necessary to agree further appropriate action, following local and national policies
- P4 evaluate the information you have gathered to this point and seek authorisation for further inquiry where necessary
- P5 arrange for further information to be gathered, where this is warranted:
  - P5.1 from individuals in the field, by interviews or surveys
  - P5.2 by further specimens, or other appropriate tests, from case(s) or contacts
  - P5.3 by testing food, liquid or environmental samples
  - P5.4 by inspection of premises, practices, policies or equipment
- P6 agree a clear plan for gathering and analysing the additional field information with those who will be involved
- P7 ensure the information is:
  - P7.1 collected, collated and reported in a timely manner, appropriate to the potential risk you are investigating
  - P7.2 handled and stored in accordance with data protection law and with due regard to the importance of confidentiality

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#### Knowledge and understanding

*You need to know and understand:*

- K1 your legal powers and duties, and your responsibilities and accountability under organisational and professional policies and protocols
- K2 the importance of working within the limits of your own competence and seeking support and advice when faced with situations outside your competence
- K3 the roles and responsibilities of local health and social care agencies and departments and other agencies at regional and national level
- K4 the principles and benefits of collaborative working with other agencies
- K5 the importance of, and how to achieve, effective communication with a range of individuals about hazards and risks in order to protect the population's health and wellbeing
- K6 good record keeping criteria and how to write contemporaneous notes
- K7 the nature of outbreaks and incidents and how they are managed
- K8 the methods employed in assessing, investigating and communicating risks to health and wellbeing
- K9 the nature, causes and occurrence of the hazard you are investigating
- K10 the principles of the modes of transmission, latency, incubation periods, exposure, herd and individual immunity as they apply to the hazard you are investigating
- K11 different modes of exposure to environmental hazards, and the effects on health of acute and long-term environmental hazards, as they apply to the hazard you are investigating
- K12 the principles of primary, secondary and tertiary prevention programmes as they relate to the hazard you are investigating

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### Additional Information

#### External Links

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

Dimension: HWB3 Protection of health and wellbeing

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<b>Developed by</b>	Skills for Health
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<b>Relevant occupations</b>	Health, Public Services and Care; Health Professionals
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<b>Suite</b>	Health Protection
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<b>Key words</b>	health protection, risk assessment, risk management, public health
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