Australian Government

SISXEMR201A Respond to emergency situations

Release: 3

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Modification History

The release details of this endorsed unit of competency set are in the table below. The latest information is at the top.

Release	Comments
3	Updated and equivalent.
	Reduction of repetition.
	No changes to competency outcome.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to recognise and respond appropriately in emergency situations, such as those caused by fire, accident or weather. The unit focuses on the application of organisational policies and procedures to maintain the welfare of participants in an activity in response to emergency situations.

Application of the Unit

This unit applies to those who work in a range of roles and settings in the sport, fitness and recreation industry. This may include those working in after-school or holiday-care programs in a range of locations; those assisting in coaching activities, competitions and events, as attendants at sporting grounds or facilities; or those undertaking a role in indoor recreation activities including fitness venues and outdoor recreation activities, such as camps and other guided activities. This unit also applies to those working in aquatic centres, such as instructors, operators or lifeguards.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element	Performance Criteria
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Identify workplace emergency procedures.	1.1. Identify relevant *organisation policies* and *procedures*. 1.2. Recognise emergency and potential *emergency situations*. 1.3. Identify personnel responsible for the appropriate area. 1.4. Identify location and use of *emergency equipment* as required. 1.5. Identify exits and assembly points.
2. Respond to an emergency.	2.1. Report workplace emergency situations to *appropriate personnel*. 2.2. Use *communication systems* during the emergency. 2.3. Follow instructions from appropriate personnel during the emergency. 2.4. Select and use emergency equipment where appropriate.
3. Coordinate and monitor participant response.	3.1. Convey emergency instructions to participants in the activity and colleagues. 3.2. Identify and implement strategies for group control and remove participants and colleagues from danger. 3.3. Monitor the condition and location of participants. 3.4. Provide information on developments to participants.

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication skills to:
  - follow instructions and procedures during emergencies
  - report emergency situations
  - inform participants of evacuation procedures
  - debrief participants on the emergency situation
- planning and organising skills to:
  - coordinate participant movement away from the emergency
  - monitor participants during the emergency
- literacy and numeracy skills to interpret and follow policies and safety signage
- technology skills to use emergency and communications equipment
- problem-solving skills to identify emergency situations and respond safely and promptly.

Required knowledge

- organisational policies and procedures to:
  - enable safe response to an emergency
  - ensure safe response to situations according to own work role and level of responsibility
- first-aid knowledge appropriate to the location and level of responsibility
- contingency management techniques
- local call-out procedures and information to access emergency services personnel.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the ability to: • identify and follow all organisational emergency policies and procedures in relation to own work role and level of responsibility • respond to emergency situations safely and promptly with consideration for the welfare of all participants and colleagues • apply contingency-management techniques to respond to emergencies • respond to different types of emergency situations relevant to the individual's current or intended work situation.
Context of and specific resources for assessment	Assessment must ensure: • prompt response to emergency situations, which may be simulated in an environment that reflects the individual's current or intended work situation to demonstrate consistency of performance. Assessment must also ensure access to: • emergency response equipment appropriate to the work environment • documentation, such as organisational policies and procedures for responding to emergency situations.
Method of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • observation of applying organisational procedures to respond to emergencies • observation of coordinating participant movement during the emergency • third-party reports from a supervisor detailing work performance • oral and or written questioning to assess knowledge of accessing and interpreting organisational policies and procedures.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Organisational policies and procedures may include:	• communication lines • debrief procedures • duty of care • emergency procedures • environment protection • exit and assembly points • hazardous substances and dangerous goods • industry codes of practice • Work Health and Safety (WHS) • public health and safety • reporting incidents.
Emergency situations may include:	• fire • hazardous releases, such as chemical spills • bomb threats • medical • injuries • accidents • panic and other emotional responses • equipment failure • lost party or party member • changing environmental conditions • activity-specific.
Emergency equipment may include:	• fire extinguisher • fire blanket • first-aid kit • emergency-signalling devices • portable emergency shelter • thermal blankets and sheets • emergency lighting • dehydration equipment.

Appropriate personnel may include:	• internal personnel, such as:
	  • WHS representative
	  • human resources personnel
	  • colleague

	• team leader
	• manager
	• supervisor
	• fire warden
	• emergency services, including:
	  • Police Search and Rescue
	  • State Emergency Service
	  • Fire Brigade
	  • Ambulance Service
	  • Land Management Authorities
	  • Australian Volunteer Coastguard.

Communication systems may include:	• emergency warning and alarm systems • hand signals • telephone and radio communications • whistles • flares.
Clients may include:	• participants in an activity or program • colleagues • small and larger groups.

Unit Sector(s)

Cross-Sector.

Competency Field

Emergency Response.