



Australian Government

Department of Education, Employment and Workplace Relations

SRXEMR002A Coordinate emergency response

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit has been developed for the Community Recreation, Fitness, Outdoor Recreation and Sport Industry Training Packages.

This unit covers the knowledge and skills to coordinate a response to an emergency situation, in accordance with an organisations policies and procedures.

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Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

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Element	Performance Criteria
1 Coordinate response to emergency reports or signals	1.1 Identify and action emergency reports and signals 1.2 Attend, where appropriate, emergency stations and operate according to procedures 1.3 Assess emergency situations and report details according to procedures 1.4 Coordinate emergency response actions according to procedure
2 Anticipate the behaviour and characteristics of typical emergencies	2.1 Conduct an examination of the situation 2.2 Establish emergency action plan based on current situation and possible development 2.3 Prioritise needs promptly and accurately
3 Coordinate and apply operating instructions	3.1 Implement organisational emergency procedures and policies 3.2 Apply occupational health and safety requirements and safe working practices
4 Coordinate the rescue procedure	4.1 Determine and coordinate the safe use of emergency equipment 4.2 Supervise equipment selection to match the type of emergency 4.3 Supervise selection of rescue technique to ensure safety and effectiveness 4.4 Improvise where necessary, equipment and technique
5 Coordinate, initiate and control evacuation	5.1 Refer situations beyond the capability of the emergency team promptly to the appropriate authorities for assistance 5.2 Provide information and assistance to relevant authorities 5.3 Control and coordinate, if necessary, emergency

- evacuation** to organisational procedures or directions from relevant authorities
- 5.4 Arrange and coordinate the **welfare** of non-evacuated persons
- 6 **Coordinate operational procedures**
- 6.1 Maintain an operational log throughout the rescue activity or complete immediately thereafter
- 6.2 Advise emergency team members to refer media inquiries to the nominated spokesperson

Required Skills and Knowledge

Not applicable.

Evidence Guide

Evidence Guide

The Evidence Guide identifies the critical aspects, knowledge and skills to be demonstrated to confirm competence for this unit. This is an integral part of the assessment of competence and should be read in conjunction with the Range Statements

Critical aspects of evidence to be considered

Assessment must confirm sufficient knowledge of the organisation's procedures and relevant Occupational Health and Safety (OH&S) legislation to assess emergency situations and coordinate a response to emergency situations within the community recreation, fitness, outdoor recreation or sport industry

Assessment of performance should be over a sufficient period of time covering all categories of each Range Statements that are applicable to coordinating a response to a range of emergency situations in the learner's work/industry environment and should simulate realistic situations

Assessment must confirm the ability to apply this knowledge and appropriate techniques to

emergency procedures applicable to the coordination of general and sport or recreation activity-specific emergencies

classify the emergency and recognise situations that must not be attacked because of risk of life

recognise hazards and precautions to be taken during emergency response and actions to take in response to developing situations

anticipate the escalation/development of the emergency situation

correctly apply operating procedures, occupational health and safety requirements and legislation to the coordination of a response

supervise the correct use of rescue techniques and equipment

recognise equipment operation

characteristics, limitations and procedures
identify damaged, faulty or unserviceable
equipment and recognise the hazards
involved with the use of emergency
equipment
assess the need, type and level of evacuation
and apply correct emergency evacuation
procedures
understand and/or use emergency evacuation
signals or alarms
maintain an operational log of the emergency
actions
deal with media inquiries in accordance with
the organisation's procedures

Interdependent assessment of units

This unit must be assessed after attainment
of competency in the following unit(s)

Nil

This unit must be assessed in conjunction
with the following unit(s)

Activity specific or community
recreation/fitness/outdoor recreation/sport
specific emergency response or rescue units

For the purpose of integrated assessment,
this unit may be assessed in conjunction with
the following unit(s)

SRXOHS002B Implement and monitor the
organisation's Occupational Health and
Safety policies, procedures and programs

Required knowledge and skills

Required knowledge

First aid knowledge and procedures

Use and location of emergency equipment

Organisational and legal policies and
procedures in the event of an
accident/incident

Activity specific rescue techniques relevant
to the situation

Legal requirements in the event of a death

Relevant emergency response agencies within the activity area/location and the process to contact them

Organisation's emergency plan, contingency plan and evacuation plan

Factors that impact on an emergency situation

Required skills

First aid procedures appropriate to the activity location

Activity specific rescue techniques

Problem solving to assess emergency situation and develop action plan

Contingency management

Adaptability and resourcefulness to improvise equipment/techniques

Communication strategies according to emergency procedures

Resource implications

Physical resources - assessment of this competency requires access to

emergency response procedural documents

equipment appropriate to the learner's work environment, ie, within the community recreation, fitness, outdoor recreation or sport industry

information on Occupational Health and Safety requirements

Human resources - assessment of this unit of competency will require human resources consistent with those outlined in the Assessment Guidelines. That is, assessors (or persons within the assessment team) must

be competent in this unit

be current in their knowledge and understanding of the industry through provision of evidence of professional activity in the relevant area

have attained the mandatory competency requirements for assessors under the Australian Quality Training Framework (AQTF) as specified in Standard 7.3 of the **Standards for Registered Training Organisations**

Consistency in performance

Due to issues such as variations in emergency situations, this unit of competency must be assessed over a period of time sufficient to ensure consistency of performance over the Range Statements, contexts and types of emergency situations applicable to a particular work environment within the sport and recreation industry

Context for assessment

For valid and reliable assessment this unit of competency must be assessed in a real work environment using realistic simulated emergency situations. The environment should be safe, with conditions normally experienced in a sport and recreation workplace

This unit of competency should be assessed through the observation of processes and procedures, oral and/or written questioning on required knowledge and skills and consideration of required attitudes

Where performance is not directly observed and/or is required to be demonstrated over a "period of time" and/or in a "number of locations", any evidence should be authenticated by colleagues, supervisors, clients or other appropriate persons

**KEY
COMPET
ENCIES**

Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
2	3	3	2	1	2	2

These levels do not relate to the Australian Qualifications Framework. They relate to the seven areas of generic competency that underpin effective workplace practices.

The three levels of performance (1, 2 and 3) denote the level of competency required to perform the task:

Use routine approaches

Select from routine approaches

Establish new approaches

Collecting, analysing and organising information -
Collecting and analysing information

in a particular emergency situation and organising the information in order to coordinate a response

Communicating ideas and information -

Communicating an action plan in accordance with organisational procedures to all relevant stakeholders as well as contingency plans if the need arises

Planning and organising activities -

Planning emergency equipment needs and organising appropriate human resource needs to implement

an
emergency
response

**Working
with teams
and others**

- Planning
and
communicating with
peers/colleagues and
other
emergency
personnel
according
to
organisational
procedures

**Using
mathematical ideas
and
techniques**

-
Calculating
rescue
equipment
requirements

**Solving
problems -**

Problems
are solved
that may
arise during
the
implementation of
emergency
procedures
such as
improvising
rescue
equipment

Using technology

-

Technology
for
sourcing
appropriate
information
and
communica
ting during
an
emergency

Please refer
to the
Assessment
Guidelines
for advice
on how to
use the Key
Competenci
es.

Range Statement

Range Statements

The Range Statements provide advice to interpret the scope and context of this unit of competence, allowing for differences between enterprises and workplaces. The Range Statements relate to the unit as a whole and helps facilitate holistic assessment. In addition, the following variables may be present for this particular unit of competency

RANGE STATEMENT

CATEGORIES

Development

[all categories]
 potential incidents
 spread of fire
 threat to adjoining areas
 danger of explosion
 loss of communications and involvement of additional persons

possible causes
 environmental conditions
 human intervention

Emergency equipment

[all relevant categories]
 according to local policy
 hoses, hose reels
 monitors
 foam equipment and extinguishers
 blankets
 spill kits
 personal protective clothing/equipment
 ladders
 salvage gear
 rescue equipment
 first aid and evacuation equipment/resources

Emergency evacuation

[all categories]
 total

	partial
	to an external refuge
	to an internal refuge
Emergency situations	[three categories]
	fire
	hazardous releases and uncontrollable processes
	smoke spread
	bomb threats or civil disorder
	environmental, eg, severe storms, earthquakes, floods
	other natural or man-made disasters
	specific emergencies occurring during participation in/conduct of sport and recreation activities
Emergency stations	[all relevant categories]
	emergency warning and control points
	assembly points
	fire points
	appropriate locations specific to the sport or recreation activity
	locations on the field, court, etc
	in the outdoor environment, eg, in the bush, in snow, on water, in caves, positions along the edge of the water, at the top or base of a pitch
	locations in the gymnasium or fitness centre
	sites specified in a recreation centre
Occupational health and safety requirements	[all categories]
	State/Territory legislation
	Australian Standards
	Occupational Health and Safety (OH&S) legislation
	industry codes of practice

	organisation's procedures
Procedures	[all categories] practices (may be written or verbal) instructions outlining the organisation's fire and/or emergency procedures practices and/or operating instructions and/or procedures for emergency control equipment
Reports and signals	[three categories] observation verbal emergency warning system emergency alarm system hand signals verbal reports telephone communications radio communications whistles
Welfare	[all categories] relocating evacuated person to other areas advising relatives arranging transport and collecting personal items

Unit Sector(s)

Not applicable.