



Australian Government

Department of Education, Employment and Workplace Relations

PUAPOL007B Manage persons in care or custody or in need of assistance

Release: 1

PUAPOL007B Manage persons in care or custody or in need of assistance

Modification History

Unit Descriptor

This unit covers the competency to process and provide for persons in police care or custody or to provide assistance pending the arrival of qualified personnel.

Application of the Unit

The application of this unit in the workplace - the environments, complexities and situations involved - will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

This text will be useful for the purposes of job descriptions, recruitment advice or job analysis; where possible, it will not be too job specific to allow other industries to import it into other Training Packages, where feasible.

Licensing/Regulatory Information

Pre-Requisites

Nil

Employability Skills Information

The required outcomes described in this Unit of Competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this Unit of Competency is packaged, will assist in identifying Employability Skill requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required 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.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Provide for the persons in care or custody	1.1 Persons in care or custody are provided for in accordance with jurisdictional laws, policy and procedures 1.2 Persons in care or custody are treated in a professional and ethical manner at all times 1.3 Documentation, as required under jurisdictional laws, policy and procedures, is complied with 1.4 Guidelines covering the special requirements of particular categories of persons are strictly adhered to 1.5 Security of persons in care or custody is maintained and organisational operational safety guidelines adhered to 1.6 Conditions of persons in care or custody are routinely monitored and recorded and remedial action taken where appropriate
2 Process persons in care or custody	2.1 Persons are processed in accordance with jurisdictional laws, policy and procedures 2.2 Cultural awareness, sensitivity and discretion is observed when processing persons in care or custody 2.3 Documentation, as required under organisational policy and procedures, is complied with 2.4 Person's legal rights are ensured
3 Escort/transport persons in care or custody	3.1 Persons are escorted in accordance with jurisdictional laws, policy and procedures 3.2 Any special circumstances of persons are made known to all escorting officers 3.3 Correct documentation is conveyed with persons 3.4 Persons are conveyed in a safe and secure manner and organisational operational safety guidelines are

adhered to

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| 4 | Identify need for assistance | 4.1 | Initial assessment is made of extent and nature of assistance required |
| | | 4.2 | Initial assessment is communicated to appropriate personnel in accordance with the organisation's policies and procedures |
| 5 | Protect casualty and others from further harm | 5.1 | Safety and hygiene standards are maintained at all times according to organisational standards, and relevant legislation, regulations and guidelines |
| | | 5.2 | Hazards and risks are identified and appropriate action taken to prevent further injury |
| 6 | Provide assistance | 6.1 | A calm, caring and reassuring manner is adopted in interaction with the casualty and others at the scene throughout care |
| | | 6.2 | Casualty is made comfortable using available resources |
| | | 6.3 | Casualty and significant others are informed where possible of procedures which are to take place |
| | | 6.4 | Transport of the casualty is arranged with appropriate health care professional |
| | | 6.5 | Members of other emergency services are assisted in their tasks in accordance with organisational standards and individual level of responsibility and competency |
| | | 6.6 | Documentation is completed and processed in line with legislative, regulatory and organisational requirements |

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

dealing with a range of unco-operative persons
observing, assessing and classifying human behaviour in terms of custodial risks
optimising the potential safety and security of persons in care or custody
securing and escorting persons
processing persons into/out of custodial care
identifying and arranging for the needs of specific categories of persons in care or custody

Required Knowledge

the laws, policies and procedures pertaining to providing for, processing and escorting persons in care or custody
'duty of care' responsibilities
ethnicity and cultural differences
categories of persons and their particular needs
police cell routines, procedures and security arrangements
issues/problems that can arise under police custodial care
support agencies/persons/groups and their contact points

Evidence Guide

Critical aspects for assessment and evidence required to demonstrate competency in this unit

It is essential for this unit that competence be demonstrated in the ability to ensure security and physical well-being of persons in care or custody

Consistency in performance

Evidence of competency will need to be gathered over time and from across a range of actual/simulated workplace situations involving different categories of persons

Context of and specific resources for assessment**Context of assessment**

Evidence should be gathered over a period of time in a range of actual or simulated workplace environments

Specific resources for assessment

No special requirements

Guidance information for assessment

Information that will assist or guide assessment will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

Range Statement

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 in the Performance Criteria is detailed below.

Persons in care or custody may include

Persons placed, either by police, themselves or some other agency, temporarily in police care, for example (lost children,

persons suffering dementia, victims of rape, domestic violence or other crimes)

those persons detained by police or voluntarily in police custody in connection with criminal activity or

some incident requiring further police investigation

persons being transported by police

The provision of care and/or custody could be at Police Stations/lockups

watch houses

court buildings

hospitals

in vehicles/planes in transit

Persons in care or custody are at all times to be provided with:

their full rights and entitlements applicable under Commonwealth and jurisdictional laws

a safe and secure environment during the full period of custodial care

provisions determined by the Aboriginal Deaths in Custody Report if applicable

Particular categories of persons include

aged persons

children

disabled persons

persons affected by drugs or alcohol

women

Aboriginal or Torres Strait Islander people

	persons likely to cause injury to themselves and/or others
	injured/ill persons
	people from culturally and linguistically diverse backgrounds
	physically or intellectually impaired people
	military personnel, government, diplomatic personnel and other dignitaries
	mentally ill/disordered
	transgender
Some persons may require special arrangements, as per established guidelines, such as	isolation from others
	more constant/closer supervision
	the involvement of outside persons/agencies
	access to specialised treatment
Security of persons relates to ensuring the personal safety, wellbeing and survival of	each person in custody or transit
	the police officers and/or persons attending them
	any other persons exercising lawful access to prisoners/persons in custody
	the public in general through the prevention of escapes/breakouts
Security of persons could be maintained through	use of appropriate restraining devices
	searching persons for weapons
	drugs
	potentially dangerous items/substances
	correct identification and addressing of a person's special needs/circumstances
	regular cell inspections
	compliance with documented operational practices and procedures
Processing of persons may include	preparation of relevant documentation
	searching persons for items/substances that are prohibited or could be used to effect injury or escape and the recording and storing of items confiscated
	classification/categorisation of person(s) to

	be placed in custody arranging, if needed, for appropriate support agency, medical, legal, family contact, arranging for interpreters, arranging for consular representatives locating to cells or arranging transport to another location, arranging for refreshments personal needs if appropriate
Escorting officers may include	Officers from other policing organisations and/or agencies such as: Correctional Services Community/Child Support Services Aboriginal Services, etc.
Escorting officers may be by means of may include	police vehicles (marked and unmarked) aircraft (both police service and commercially operated flights) correctional services vehicles
Details of incident obtained from	casualty visual assessment of scene others at scene
Maintaining personal safety may include	washing hands using glove
Caring manner may include	personal introduction and identification consistent with other priorities
Hazards may include	bodily fluids traffic environmental hazards downed wires bystanders
Significant others may include	family friends at scene
Appropriate action may include	protecting scene

isolating scene, eg. erecting barricade

Unit Sector(s)