



Australian Government

SISXEMR002 Coordinate emergency responses

Release: 1

SISXEMR002 Coordinate emergency responses

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to coordinate a response to an emergency situation. The unit focuses on assessing emergency situations, implementing an emergency action plan, and coordinating a prompt and effective response.

This unit applies to individuals designated as safety officers during a specific indoor or outdoor activity at locations such as camp sites, training areas and other outdoor sites; or the warden in a sport, fitness or recreation, such as a community leisure centre, aquatic centre or indoor activities centre.

These individuals undertake work according to relevant legislation and organisational policies and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Emergency Response

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Coordinate response to emergency reports or signals.	1.1 Identify and respond to emergency reports or signals. 1.2 Attend, where appropriate, emergency situations and respond accordingly. 1.3 Assess emergency situations and report details to designated personnel. 1.4 Coordinate emergency response actions.

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| 2. Assess the emergency. | 2.1 Conduct an assessment of the situation according to organisational policies and procedures.
2.2 Establish an emergency action plan based on assessment of current situation and potential for escalation.
2.3 Prioritise actions promptly. |
| 3. Coordinate the response. | 3.1 Implement organisational emergency procedures and policies.
3.2 Supervise equipment selection suitable to the type of emergency.
3.3 Confirm and coordinate the safe use of emergency equipment.
3.4 Supervise selection and use of rescue techniques.
3.5 Improvise, where necessary, equipment and technique.
3.6 Arrange and confirm the safety of staff and participants. |
| 4. Liaise with relevant authorities. | 4.1 Liaise with members of emergency team and monitor the emergency.
4.2 Refer situations beyond the capability of the emergency team to the appropriate authorities for assistance.
4.3 Provide information and assistance to authorities.
4.4 Control and coordinate, if necessary, emergency evacuation. |
| 5. Finalise operational procedures. | 5.1 Complete and maintain an operational log.
5.2 Debrief emergency team members.
5.3 Evaluate operation of emergency procedures and recommend any changes.
5.4 Advise emergency team members to refer media inquiries to the nominated spokesperson. |

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret emergency documentation, reports and signals.
Writing skills to:	complete accurate and detailed emergency documentation.
Planning and organising skills to:	coordinate resources and equipment necessary to respond effectively to emergency situations.

Self-management skills to:

- review and reflect on own work performance in coordinating emergency responses.

Unit Mapping Information

SISXEMR402A Coordinate emergency responses

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>

Assessment Requirements for SISXEMR002 Coordinate emergency responses

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- identify and assess at least five of the following emergency situations and coordinate the appropriate response:
 - fire
 - hazardous release
 - bomb threat
 - medical
 - accidents
 - panic and other emotional responses
 - equipment failure
 - lost party member
 - changing environmental conditions
 - activity specific
- two of the above situations must include an assessment that identifies possible escalation and an appropriate response actioned for each.
- confirm and supervise the selection and safe use of emergency equipment for each situation.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- legislation to enable application of legal requirements according to own work role and level of responsibility:
 - duty of care
 - work health and safety/occupational health and safety
 - environment protection
 - hazardous substances
 - public health and safety
- organisational emergency policies and procedures related to coordinating emergency responses:
 - communication lines

- debrief procedures
- duty of care
- emergency procedures
- environment protection
- exit and assembly points
- hazardous substances and dangerous goods
- industry codes of practice
- reporting incidents
- work health and safety/occupational health and safety
- appropriate responses to emergency situations, as specified in the Performance Evidence
- location and safe use of rescue and emergency equipment and resources:
 - hoses
 - ladders
 - rescue equipment
 - monitors
 - foam equipment and extinguishers
 - blankets
 - spill kits
 - personal protective clothing and equipment
 - salvage gear
 - first aid and evacuation equipment
- the potential for emergency escalation:
 - spread of fire
 - threat to adjoining areas
 - dangers of explosion
 - loss of communications
 - involvement of additional persons
 - deterioration in environmental conditions
- rescue techniques
- emergency response agencies within the activity area and direct communication channels to enable information about an emergency to be communicated quickly and directly
- factors that impact on emergency situations to enable appropriate contingency planning
- behaviour and characteristics of typical emergencies to enable the development of an action plan to quickly and effectively bring the situation under control.

Assessment Conditions

Skills must be demonstrated in:

- a sport, fitness or recreation environment where the individual is exposed to simulated emergencies requiring response. This can be a workplace or simulated environment.

Assessment must ensure access to:

- current industry procedures for reporting and managing emergency situations
- legislation relevant to emergencies:
 - work health and safety/occupational health and safety
 - duty of care
 - environment protection
 - hazardous substances and dangerous goods
 - public health and safety
 - industry codes of practice
- equipment and resources to ensure adequate response to emergencies relevant to work role and workplace
- a variety of clients and/or participants requiring an emergency response, clients and participants can be:
 - clients and participants in a sport, fitness or recreation industry workplace who are assisted by the individual during the assessment process or
 - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment operated within a training organisation.

Assessment activities that allow the individual to:

- coordinate participant movement during emergency situations
- respond to a range of emergencies in a sport, fitness or recreation environment, within the required, but realistic, timeframe.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

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