



## Standard Operating Procedure 002

### APPROVAL PROCESS FOR ACTIVE MEMBERSHIP OF S.A.V.E.S.

Prior to independently responding to incidents at the request of the ambulance service, members should have been approved by both the Medical Committee of SAVES and subsequently the Medical Director of the Ambulance Service.

The Medical Committee will consider various aspects of the applicant when considering an application.

- Qualification(s): The PHEC cert or equivalent is considered a minimum qualification. Members are encouraged to sit the DipIMC RCS (Ed) after gaining experience. Qualifications should relate to pre-hospital rather than in-hospital care.
- Experience: Prior active experience in pre-hospital care should be considered. If it is possible, the individual should attend incidents as an observer alongside experienced members.
- Attitude: The member must be able to function as a team member in the pre-hospital care environment and must demonstrate awareness of the roles of others. New applicants will be expected to have visited the Ambulance Service Clinical Hub (Control)
- BASICS accreditation: Individual accreditation through BASICS is to be encouraged and will be considered positively by the Medical Committee. However BASICS accreditation will not automatically confer SAVES accreditation.

When the Medical Committee has reached a decision (positive or negative), it should be relayed to the individual (ideally by their mentor) together with any recommendations for future training or experience.

Once the Medical Committee has approved an individual as suitable for active membership the Chair of the Medical Committee will write to the Medical Director of the ambulance service recommending the individual. On receipt of agreement of the Medical Director the newly active member should apply to the ambulance service for a pager giving details of his/her base, contact details and availability.

Active members are responsible for maintaining adequate levels of continuing professional development, ongoing experience and demonstrating appropriate attitudes to the scheme and when responding. If these ongoing attributes are not maintained the medical committee may withdraw approval for active membership and inform the medical director of the ambulance service of their concerns.

Prior to responding the member must ensure he/she is appropriately kitted with both medical and personal protective equipment.

N.B. Approval of the Medical Committee, and /or the Medical Director of The Ambulance Service, **does not** give the responder the right to respond using blue lights and audible warnings. Prior to responding using such warnings members should have had appropriate driver training and assessment. Until such approval is received, doctor members may respond using green lights and must remain within the usual limitations of traffic law.



**Appendix to Standard Operating Procedure 002**

**NEW MEMBER CHECK LIST PRIOR TO BECOMING "ACTIVE"**

New Members of SAVES prior to responding for the Ambulance Service should complete the following steps:

Joined SAVES (membership details with secretary)	
Mentor Allotted (Active SAVES member)	
Proposal to become "active" approved by Medical Committee	
Appropriately equipped (Medical Equipment and PPE)	
Proposal to Ambulance Service Medical Director supported by Medical Committee	
Approval of Ambulance Service Medical Director Received	
Ambulance Service Pager applied for	
Pager issued by Ambulance Service	
Obtain mobile telephone numbers of other active members	

Prior to responding using blue lights and audible warnings members should have had driver training and assessment. Prior to such approval doctor members may respond using green lights.

It would be beneficial for new members, who have not previously acted in this capacity, to be accompanied by, or have telephone support from, experienced members on early jobs. It is recommended that when responding to a request from WAST they contact their mentor or an experienced member to see if they are also available to respond or to provide telephone support if required.

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