**Appendix A: (for online publication as an addendum)**

**Skills for Health Endoscopy Competencies**

<https://tools.skillsforhealth.org.uk/competence_search/?search=endoscopy&search_btn.x=0&search_btn.y=0&search_btn=search&pagesize=25&SEARCH__OPERATOR_AND=1&level%5B1%5D=1&level%5B2%5D=2&level%5B3%5D=3&level%5B4%5D=4> Accessed 22/11/2017

[**Communicate and relate to individuals during endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/794)

This standard covers communicating and relating to individuals, at any time during the provision of endoscopic procedures. Any communication difficulties have to be taken into account when deciding how best to interact with people. It is important to establish a rapport with the individuals undergoing endoscopic procedures, and identify any signs of distress or anxiety. Communication is important in providing information, but it is also about listening to what people have to say. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END01**

**NHS KSFCore 13**

**NHS KSFCore 62**

HFM: **** [**1.2**](https://tools.skillsforhealth.org.uk/hfm/?show=1.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/794)[**Provide information on endoscopic procedures to individuals**](https://tools.skillsforhealth.org.uk/competence/show/html/id/795)

This standard covers the provision of information to individuals, at any time during the provision of endoscopic procedures. Individuals undergoing endoscopic procedures require different types of information at different stages of an endoscopic procedure: to help them prepare, to help them understand what is happening, and to know the results. It is important that their right to information is respected, and that they are provided with honest and accurate information. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END02**

**NHS KSFCore 13**

HFM: **** [**1.5**](https://tools.skillsforhealth.org.uk/hfm/?show=1.5)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/795)[**Refer individuals for endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/793)

This standard covers the referral of individuals for endoscopic procedures. The referrer has to ensure that the appropriate referral information accompanies the referral. This information should contain details of the medical history and current symptoms of the individual, along with any other relevant information. The referral needs to be sent to the appropriate practitioners and agencies.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END03**

**NHS KSFHWB23**

HFM: **** [**B3.4.2**](https://tools.skillsforhealth.org.uk/hfm/?show=B3.4.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/793)

[**Schedule endoscopic procedures for individuals**](https://tools.skillsforhealth.org.uk/competence/show/html/id/792)

This standard covers the scheduling of endoscopic procedures. The scheduling needs to take account of the requirements of the individual undergoing the procedure, and balance these with the resources that are available, including the availability and the capabilities of the practitioners who undertake the procedure. All the appointment details have to be determined and confirmed. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END04**

**NHS KSFG52**

HFM: **** [**A2.2**](https://tools.skillsforhealth.org.uk/hfm/?show=A2.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/792)

[**Agree endoscopic procedures for individuals**](https://tools.skillsforhealth.org.uk/competence/show/html/id/791)

This standard covers agreeing the delivery of endoscopic procedures. The practitioner needs to review referral information, and obtain and review any other relevant physiological measurements. A decision has to be made, with the individual concerned, on the type of procedure that is to be undertaken, and then steps taken to schedule the procedure. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END05**

**NHS KSFHWB64**

HFM: **** [**A2.5**](https://tools.skillsforhealth.org.uk/hfm/?show=A2.5)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/791)

[**Prepare the delivery of endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/789)

This standard covers the preparations for the delivery of endoscopic procedures. This involves preparing the equipment and the environment for the procedure, and checking that all health and safety measures are complied with. The equipment has to be set up correctly, and positioned ready for the procedure. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END06**

**NHS KSFCore 32**

**NHS KSFHWB62**

HFM: **** [**B3.3.4**](https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.4)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/789)

[**Prepare individuals for endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/790)

This standard covers the preparation of individuals undergoing endoscopic procedures. It is necessary to check the identity of the individual, and obtain consent. The individual requires support, information, and assistance during the procedure. It is also important to ensure the safety and security of the individual and their possessions throughout the procedure. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END07**

**NHS KSFCore 32**

**NHS KSFHWB62**

HFM: **** [**B3.3.2**](https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/790)

[**Position individuals during endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/788)

This standard covers the positioning of individuals during endoscopic procedures. The individual undergoing the procedure has to be positioned prior to, and a number of times during, the procedure. The positioning has to be undertaken safely, and needs to be coordinated with other practitioners. During this process the individual should be monitored to ensure their safety. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END08**

**NHS KSFHWB71**

HFM: ** B3.3.3**

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/788)

[**Assist colleagues during endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/786)

This standard covers assisting colleagues during endoscopic procedures. It is important to establish the role and responsibilities of different practitioners involved in the endoscopic procedure, and to assist them in a way that is appropriate for the activities they are undertaking. Information should be communicated clearly, and action taken at the appropriate time. Any requests are complied with promptly. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END09**

**NHS KSFHWB71**

HFM: **** [**B3.3.6**](https://tools.skillsforhealth.org.uk/hfm/?show=B3.3.6)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/786)

[**Administer sedation and analgesia to individuals during endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/787)

This standard covers the administration of sedation and analgesia during endoscopic procedures. Information on the individual undergoing the procedure has to be reviewed, and the appropriate level and mix of sedation and analgesia has to be determined. The drugs have to be administered correctly, and the individual monitored at all times, with any signs of distress acted on immediately.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END10**

**NHS KSFHWB73**

HFM: **** [**B11.4**](https://tools.skillsforhealth.org.uk/hfm/?show=B11.4)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/787)

[**Assess and optimise the condition of individuals during endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/785)

This standard covers the assessment and optimisation of the individual's condition during endoscopic procedures. The condition of the individual is monitored and reviewed numerous times during the procedure. It is also necessary to change the condition of the individual so that the procedures being undertaken can be completed, and this can involve changing the physiological condition, eg by the introduction of drugs and gases. It is important that the individual is safe during these processes, and any indication of problems is identified immediately. Users of this standard will need to ensure that practice reflects up to date information and policies.Version 1

Ref: **END11**

**NHS KSFHWB63**

**NHS KSFHWB73**

HFM: **** [**B16.1**](https://tools.skillsforhealth.org.uk/hfm/?show=B16.1)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/785)

[**Perform diagnostic and therapeutic endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/784)

This standard covers the performance of diagnostic and therapeutic endoscopic procedures. This covers the use of endoscopes during a number of endoscopic procedures, including the insertion, guidance, manipulation, and withdrawal of the scope. The scope has to be positioned in the appropriate place for the specific procedures to be carried out. These procedures cover any activity relating to the use of the endoscope; however there are separate standards that complement this competence.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END12**

**NHS KSFHWB74**

**NHS KSFHWB84**

HFM: **** [**B8.2**](https://tools.skillsforhealth.org.uk/hfm/?show=B8.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/784)

[**Identify signs of abnormality revealed by endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/783)

This standard covers identifying signs of abnormality revealed during endoscopic procedures. This covers the use of endoscopes, during a range of endoscopic procedures. As the endoscope is guided along, any signs of abnormality are identified and their location recorded. These signs are not always clear, so there is an aspect of interpreting the information obtained from the endoscope.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END13**

**NHS KSFHWB74**

**NHS KSFHWB84**

HFM: **** [**B8.2**](https://tools.skillsforhealth.org.uk/hfm/?show=B8.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/783)

[**Collect specimens through the use of endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/782)

This standard covers collecting specimens during endoscopic procedures. This covers the use of endoscopes, during a range of endoscopic procedures. Specimens or samples are collected at various points during the procedure, and these need to be processed for analysis. It is important to collect a sufficient amount of the specimen, and check that there are no unexpected effects arising from the collection. A range of techniques is available for collecting specimens. A separate standard is available to cover the actual use of the endoscope.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END14**

**NHS KSFHWB74**

**NHS KSFHWB84**

HFM: **** [**B5.1**](https://tools.skillsforhealth.org.uk/hfm/?show=B5.1)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/782)

[**Manage polyps through the use of endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/781)

This standard covers managing polyps during endoscopic procedures. This covers the use of endoscopes, during a range of endoscopic procedures. Different types of polyps are identified at different points during the endoscopy. A decision has to be taken whether to leave them or remove them, and then if the polyp is to be retrieved for analysis. A range of techniques is available for removing the polyps. The sites of polyps can also be marked to ensure that they can be monitored in the future.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END15**

**NHS KSFHWB74**

**NHS KSFHWB84**

HFM: **** [**B12.1**](https://tools.skillsforhealth.org.uk/hfm/?show=B12.1)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/781)

[**Manage strictures through the use of endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/780)

This standard covers managing strictures during endoscopic procedures. This covers the use of endoscopes, during a range of endoscopic procedures. There is a range of techniques available for managing the strictures, and these will determine the equipment that needs to be used, including the use of fluoroscopy. The procedure should achieve the optimum size and condition of the stricture to improve functioning. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END16**

**NHS KSFHWB74**

HFM: **** [**B12.1**](https://tools.skillsforhealth.org.uk/hfm/?show=B12.1)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/780)

[**Manage haemostasis through the use of endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/778)

This standard covers managing haemostasis during endoscopic procedures. This covers the use of endoscopes, during a range of endoscopic procedures. There is a range of techniques available for managing haemostasis, and these will determine the equipment that needs to be used. The procedure should achieve the appropriate level of haemostasis. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END17**

**NHS KSFHWB74**

HFM: **** [**B11.2**](https://tools.skillsforhealth.org.uk/hfm/?show=B11.2)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/778)

[**Provide reports on endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/777)

This standard covers providing reports of endoscopic procedures. Whether the endoscopic procedure is diagnostic or therapeutic, a report on it needs to be produced. The report will cover what procedures were undertaken, how they were undertaken and by whom, and the results of the procedure. Information relating to the procedure will need to be collated, according to organisational procedures. Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END19**

**NHS KSFHWB74**

**NHS KSFHWB84**

HFM: **** [**B7**](https://tools.skillsforhealth.org.uk/hfm/?show=B7)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/777)

[**Provide care for individuals recovering after endoscopic procedures**](https://tools.skillsforhealth.org.uk/competence/show/html/id/776)

This standard covers the care of individuals after they have undergone endoscopic procedures. The condition of the individual has to be monitored, especially taking into account the effects of sedation. The individual requires support, information, and assistance during the recovery process. The individual has to be checked to ensure that they are aware of their situation, and that they are ready for dischargeUsers of this standard will need to ensure that practice reflects up to date information and policies.Version 1

Ref: **END20**

**NHS KSFHWB62**

HFM: **** [**B16.1**](https://tools.skillsforhealth.org.uk/hfm/?show=B16.1)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/776)

[**Reprocess endoscopy equipment**](https://tools.skillsforhealth.org.uk/competence/show/html/id/775)

This standard covers the reprocessing of endoscopy equipment. This involves preparing and testing the reprocessing equipment prior to use, and then reprocessing the endoscopy equipment, including the endoscope itself. Any problems with the endoscopy equipment needs to be reported before it is allowed to be used again. All used, damaged, or out of date items need to be disposed of correctly.Users of this standard will need to ensure that practice reflects up to date information and policies.Version No 1

Ref: **END21**

**NHS KSFCore 32**

**NHS KSFHWB62**

HFM: **** [**G4.1**](https://tools.skillsforhealth.org.uk/hfm/?show=G4.1)

[](https://tools.skillsforhealth.org.uk/competence/show/pdf/id/775)