



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive



## National Ambulance Service (NAS)

### Workforce Support Policy

#### Staff Identification

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## Table of Contents:

1.0	Policy	3
2.0	Purpose	3
3.0	Scope	3
4.0	Legislation/other related policies	3
5.0	Glossary of Terms and Definitions	3
6.0	Roles and Responsibilities	4
7.0	Procedure	4
8.0	Implementation Plan	4
9.0	Revision and Audit	5
10.0	References	5
11.0	Appendices	5

## 1.0 POLICY

- 1.1 In line with Section 2 of the PROTECTIONS FOR PERSONS REPORTING CHILD ABUSE ACT, 1998, the Chief Executive Officer has designated Paramedics/Advanced Paramedics as officers authorised and protected for the reporting of suspected child abuse

## 2.0 PURPOSE

- 2.1 To ensure that all staff who may enter a dwelling where children are present or are attended to, are issued with and carry on their person in a visible manner, at all times, while on duty, a Staff Identification Badge, so as to verify they are an authorised officer as designated by the Chief Executive Officer.
- 2.2 To ensure that all staff on duty in any National Ambulance Service premises carry appropriate identification in the interests of staff safety and property security.

## 3.0 SCOPE

- 3.1 This Policy applies to all Managers, Supervisor and Staff in the NAS.

## 4.0 LEGISLATION/OTHER RELATED POLICIES

- A. National Ambulance Service Parent Safety Statement
- B. National Ambulance Service Staff Induction Manual
- C. Health Service Executive Child Protection Guidelines
- D. PROTECTIONS FOR PERSONS REPORTING CHILD ABUSE ACT, 1998

## 5.0 GLOSSARY OF TERMS AND DEFINITIONS

- 5.1 None applicable

## 6.0 ROLES AND RESPONSIBILITIES

### 6.1 MANAGER RESPONSIBILITIES

- 6.1.1 Each Senior Manager will ensure that each Manager, Supervisor and Staff member is aware of and understands this Policy.
- 6.1.2 To implement and support this Policy and to supervise the operation of the enclosed Procedures.
- 6.1.3 To be aware of and understand their responsibilities under this Policy.

### 6.2 STAFF RESPONSIBILITIES

- 6.2.1 To be aware of and understand their responsibilities under this Policy.
- 6.2.2 To ensure their NAS Staff Identification Badge is carried on their person at all times while on duty and available for inspection where requested

## 7.0 PROCEDURE

- 7.1 At the commencement of service, all staff will be issued with a unique NAS Staff Identification Badge.
- 7.2 At the commencement of each shift, each staff member must ensure that their I.D. Badge is secured on their person at all times with the supplied holder, in such a place as can be displayed if requested.
- 7.3 Where the I.D. Badge is lost, stolen or damaged, this must be reported to a Supervisor as soon as is practicably possible.
- 7.4 Where no Supervisor or Manager is available, Ambulance Control should be notified and requested to include the report in the Shift Incident Report for follow up as soon as possible.

## 8.0 IMPLEMENTATION PLAN

- 8.1 This Policy will be circulated electronically to all Managers, all Supervisors and Staff
- 8.2 This Policy will be available in electronic format in each Ambulance Station and Ambulance Control for ease of retrieval and reference
- 8.3 Each Operational Support and Resilience Manager will ensure that the Manager/Supervisor responsible for updating Policies and Procedures will return the Confirmation Form to NAS Headquarters to confirm document circulation to all staff

## 9.0 REVISION AND AUDIT

- 9.1 This Policy will remain under constant review and may be subject to change to facilitate any changes/developments in service requirements.
- 9.2 Managers will undertake random inspections to ascertain ongoing compliance

## 10.0 REFERENCES

- None applicable

## 11.0 APPENDICES

Appendix I - Policy Acknowledgement Form