

Cambridge Technicals Health and Social Care

Unit 3: Health, safety and security in health and social care

Level 3 Cambridge Technical in Health and Social Care **05830 - 05833**

Mark Scheme for June 2019

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This mark scheme is published as an aid to teachers and students, to indicate the requirements of the examination. It shows the basis on which marks were awarded by examiners. It does not indicate the details of the discussions which took place at an examiners' meeting before marking commenced.

All examiners are instructed that alternative correct answers and unexpected approaches in candidates' scripts must be given marks that fairly reflect the relevant knowledge and skills demonstrated.

Mark schemes should be read in conjunction with the published question papers and the report on the examination.

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These are the annotations to be used when marking Unit 3.

Annotation	Meaning
✓	Tick – correct answer
×	Cross – incorrect answer
LI	Level 1
L2	Level 2
L3	Level 3
BOD	Benefit of doubt (This does count as a mark – so do not 'tick' as well)
	Omission mark
TV	Too vague
REP	Repeat
SEEN or	Noted but no credit given

Question	Answer		Guidance	
1 (a)	 Carry out risk assessments Train staff in health and safety Put health and safety management system in place Write health and safety policies and procedures Inform staff e.g. posters Regular meetings to review /update health and safety policies and procedures Clarify staff roles and responsibilities for health and safety Ensure staff are following policies and procedures, e.g. supervision, monitoring, spot checks Ensure staff ratios/ working hours/ working conditions are upheld Ensure the building is safe and hazards are monitored, e.g. environmental, physical, chemical, musculoskeletal, lack of security Adequate heating, lighting, ventilation Report injuries, diseases and dangerous incidents to the HSE Review policies after incidents/injuries 	3 (3 x 1)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: Accept: alternative language Do not accept: Employees day-to-day responsibilities, e.g. cleaning spillages, removing items which could cause trip injuries Make sure there are 'no' hazards Safeguarding, e.g. DBS	

Quest	ion	Answer	Marks	Guidance
1 (a)		 Ensure equipment is in safe working order Provide PPE equipment/safety equipment, e.g. uniforms, footwear, masks, gloves Provide toilets, washing facilities Provide adequate first aid facilities Put fire safety measures in place, e.g. provide fire extinguishers, install fire doors / fire alarms/ organise fire drills. Provide appropriate waste disposal bins / systems Put security measures in place, e.g. provide locks/CCTV on entrances Investigate incidents/accidents Report major injuries/fatalities to the HSE Report injuries, diseases and dangerous incidents to the HSE 		

Question	Answer		Guidance	
1 (b)	Cone mark for a way. One required: Ensuring health and safety policies are being implemented Supervising and monitoring staff Holding regular meetings to review policies/ensure staff are aware of their responsibilities Ensuring staff have adequate training/ are suitable to work with children/ have DBS checks Carrying out inspection/safety walks Ensuring equipment is safe, e.g. organising PAT tests Ensuring existing policies are adequate Identifying risks/hazards and taking action to minimise them e.g. by providing equipment/ PPE/ adequate staff ratios Assessing how well risks are being controlled Implementing security measures, e.g. CCTV, manned reception, signing in procedures, staff identification processes, lock down procedures Reviewing policies Investigating the causes of accidents, incidents or near misses, Updating or improving policies Three marks The head teacher should ensure policies are being followed by staff by carrying out safety walks and providing training to staff who are not following policies. Two marks The head teacher can provide daily meetings to evaluate the conditions that occurred throughout the day. One mark Providing appropriate training to staff	3 (1 x 3)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: Three marks Detailed description of one way Explicitly related to the head teacher's responsibilities Correct use of terminology Two marks: Brief description of one way which may lack depth/may not use appropriate terminology Several ways not well-described One mark: Identification of one way with no description	

Question	Answer/Indicative content	Marks	G	uidance		
Question	Answer/indicative content	Walks	Content	Levels of response		
1 (c)*	 Ensure policies/procedures are in place which reduce the risks of harm, e.g. ensuring all staff are DBS checked before in contact with adults To promote health and safety legislation, e.g. policies in place To maintain health and safety legislation, e.g. supervision, safety walks, training To maintain a clean environment To enforce health and safety legislation e.g. disciplinary action when policies are not being followed Find out about Mary's needs and how to meet them before she arrives at the centre, e.g. medication/adaptations/contact details Ensure staff are trained in policies and procedures relating to health and safety, e.g. so they know what to do Ensure there is a trained first aider Ensure there are adequately trained staff to support Mary, e.g. manual handling Ensure there is adequate staff ratios, supervision Ensure staff adapt activities so that Mary can participate safely Provide equipment to enable adaptations to activities Ensure building is accessible for Mary, e.g. wheelchair ramps Regularly review health and safety policies to ensure they are up-to-date; fit for purpose 	7	This is a levels of response question – marks are awarded on the quality of the response given. The focus of the question is description. Annotation: The number of ticks will not necessarily correspond to the marks awarded. Level 3 checklist: detailed description of employer and individual's responsibilities relevant to the context correct use of terminology QWC - High Level 2 checklist: sound description which may lack depth some reference to the context some reference to both the employer and individual QWC - Mid Level 1 checklist limited/basic description may not be relevant to the context may only refer to employer or individual QWC - low	Answers provide a detailed description of the employer and individual's responsibilities for maintaining health and safety. Answer should be relevant to a residential activity holiday centre for adults with physical disabilities. Answers will be coherent, factually accurate and use appropriate terminology. There will be few, if any, errors of grammar, punctuation and spelling. Level 2 (4-5 marks) The answer provides a sound description of the employer and individual's responsibilities for maintaining health and safety. Answer may lack depth but will be factually accurate. There should be some reference to the context and to both the employer and individual's responsibilities. There may be some errors of grammar, punctuation and spelling. Sub-max of 4: for only employer or individual done well Level 1 (1-3 marks) Answer provides a limited or basic description of ways of maintaining health and safety. Answer may not be relevant to the context and may not refer to both the employer and individual's responsibilities. Answers may be list like, muddled, demonstrating little knowledge or understanding. Errors of grammar and spelling may be noticeable and intrusive. O marks = response not worthy of credit FEEN for a zero mark response		

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0	uestion	Answer/Indicative content	Marks	Guidance		
Question		Answer/indicative content	Walks	Content	Levels of response	
		NB: The activity centre should be making adaptations so that Mary can participate. Do not credit Mary should not take part in activities she is not capable of.				

C	Question		Answer	Marks	Guidance
1	(d)		 evaluate the risks of the A&E being closed develop/put in place emergency plans, e.g. diverting critical patients to an alternative hospital, inform all relevant agencies develop/put in place arrangements to inform/warn the public if the A&E has to close share information/cooperate with other hospitals/professionals/agencies to ensure coordination of alternative arrangements provide advice/support to restore A&E services practice emergency arrangements so staff know what to do clarify roles and responsibilities of staff so they know what to do in the event of a closure ensure staff are trained so they know how to respond 	3 (3 x 1)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: Accept: alternative language Actions should A & E to close: redirect staff, transfer patients, redirect ambulances Do not accept: generic local authority responsibilities which are not related to an A & E department 'open a new A & E department

Question		Marks	Guidance					
Question		IVIAINS	Content	Levels of response				
2 (a)*	 Promotes health by Reduces spread of infection/prevents illness Protecting those vulnerable to infection, e.g. children, pregnant women, the elderly Identifying the risks concerning hazardous waste Reducing risks, e.g. biological hazards Setting out procedures for staff to follow Ensuring staff are adequately trained/know how to dispose of waste safely Ensures a clean environment/ reduce bacteria Procedures might include: Disposing of waste in correct colour coded bins e.g. To reduce the risk of biological hazards Wearing protective clothing when handling hazardous waste, e.g. Gloves, aprons to prevent viruses or infections being spread Disposing of used bandages, needles, gloves after use Good personal hygiene, e.g. Washing hands to prevent bacteria which cause infections after handling hazardous waste Use colour coded laundry bags for soiled bedding Using a waste management company Do not accept storage or disposal of medicines	9	This is a levels of response question – marks are awarded on the quality of the response given. The focus of the question is explanation. Annotation: The number of ticks will not necessarily correspond to the marks awarded. Level 3 checklist:	Answers provide a detailed explanation of how a disposal of waste policy promotes health in a hospital. Clear understanding of waste disposal procedures is demonstrated. Answers will be coherent, factually accurate and use appropriate terminology. There will be few, if any, errors of grammar, punctuation and spelling. Level 2 (4-6 marks) The answer provides a sound explanation of how a disposal of waste policy promotes health in a hospital. Answer includes examples of procedures but the explanation may lack depth. There may be some errors of grammar, punctuation and spelling. Sub-max of 5: only how it promotes or only examples of procedures Level 1 (1-3 marks) Answer provides a limited or basic description of how a disposal of waste policy promotes health. Answers may be list like, muddled, demonstrating little knowledge or understanding. Errors of grammar and spelling may be noticeable and intrusive. 0 marks = response not worthy of credit SEEN for a zero mark response Tick + for procedures Tick for how promotes				

Question	Answer	Marks	Guidance	
2 (b)	 Two marks for each way. Two required Poor hygiene practices, e.g. not washing hands Open wounds not being covered/bandaged Dirty dressings/ not being changed/ left lying around Bedding not being changed regularly/soiled bedding Incontinence pads not being changed regularly Exposed to infectious diseases, e.g. from visitors, other patients, unclean environment Equipment not being sterilised Inadequate ventilation can lead to bacteria being spread Staff not changing PPE Incorrect disposal of waste, e.g. not putting soiled bandages in the correct colour coded bin, increases biological hazards Staff not following policies, e.g. how to dispose of waste correctly increases hazards/risks of infection Lack of staff, e.g. staff not having time to follow correct procedures Inadequate training of staff, e.g. in procedures relating to infection control Policies relating to infection control not being in place/reviewed regularly/up-to-date leading to poor practice Those who are vulnerable to infection not receiving adequate care, e.g. post-surgery, older/younger people, those with medical conditions, bed sores, not changing dressings or bedding 	4 (2 x 2)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: Two marks Sound description Related to the context One mark Identification only Muddled or vague description Accept: alternative language Do not accept repeats of exact wording in description, e.g. causes cross-contamination	

Question	Answer	Marks	Guidance	
2 (c)	 Two marks for an example. One required: It is not necessary to identify the type of abuse in the answer. This might be implied. financial abuse, e.g. a care worker asking a resident for money to provide care verbal abuse, e.g. a care worker (or resident) swearing or using discriminatory language physical abuse, e.g. a care worker (or resident) intentionally hitting or kicking a resident and causing harm sexual abuse, e.g. inappropriate touching when giving personal care emotional abuse, e.g. bullying, causing distress self-harm, e.g. resident causing themselves an injury intentionally neglect, e.g. not attending to needs 	2 (1 x 2)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: TW REP SEEN Two marks Example of intentional abuse identified Sound description of the example Relevant to a care home One mark Example of intentional abuse identified Limited or basic description which lacks clarity or relevance Several examples not described Accept: Intentional abuse carried out by either staff, residents or visitors Do not accept Examples of unintentional abuse	

Question	Answer/Indicative content		Guidance					
Question			Content	Levels of response				
2 (d)*	 Staff training, e.g. in safeguarding procedures Safeguarding procedures: Risks are assessed and ways to reduce risks are put in place, e.g. aggressive residents have adequate supervision DBS checks on all staff and volunteers to ensure they are safe to work with vulnerable individuals work practices which reduce risks of abuse, e.g. lone working policy - two carers present when carrying out personal care, leaving doors open, wearing ID badges, having locks on entrances/exits ways of reporting suspicions or allegations of abuse, incidents, accidents e.g. nominated person responsible for safeguarding (designated safeguarding lead – DSL) evaluating practices e.g. in light of reports of abuse, to review policies Supervision and monitoring, e.g. to ensure instances of abuse are reported and acted on 	6	This is a levels of response question – marks are awarded on the quality of the response given. The focus of the question is explanation. Annotation: The number of ticks will not necessarily correspond to the marks awarded. Level 3 checklist:	Answers provide a detailed explanation of how safeguarding procedures reduce the risks of intentional abuse. Clear understanding of safeguarding is demonstrated. Answers will be coherent, factually accurate and use appropriate terminology. There will be few, if any, errors of grammar, punctuation and spelling. Level 2 (3-4 marks) The answer provides a sound explanation of how safeguarding procedures reduce the risks of intentional abuse. Answer may lack depth and may not explicitly refer to safeguarding. There may be some errors of grammar, punctuation and spelling. Sub-max of 3: for one safeguarding procedure done well Level 1 (1-2 marks) Answer provides a limited or basic explanation of how the risks of intentional abuse may be reduced. Answers may be list like, muddled, demonstrating little knowledge or understanding. Errors of grammar and spelling may be noticeable and intrusive. 0 marks = response not worthy of credit				

	uestion	Answer/Indicative content	Marks	Guidance			
Question		Answer/indicative content	Walks	Content	Levels of response		
		Mentoring, e.g. to ensure staff are aware of the risks and how to reduce them, understand the policies and procedures					

Question	Answer/Indicative content	Marks	Guidance			
Question			Content	Levels of response		
3 (a)*	 stress fatigue/tiredness depression/anxiety injury/illness, e.g. headaches time off work lack of motivation e. g. no longer wanting to work there loss of concentration giving poor standards of care, not carrying out procedures correctly not receiving adequate training aggression moral conflict – e.g. decision to whistleblow Accept any other suitable consequences Do not accept: fines, being sued, loss of reputation, disciplinary action, closure of care home Consequences for residents: receive poor or insufficient care being abused/shouted at effects of unintentional abuse, e.g. fear, stress, loss of trust illness/injury not having needs met, e.g. not receiving correct medication, neglect infection death Accept any other suitable consequences 	7	This is a levels of response question – marks are awarded on the quality of the response given. The focus of the question is description. Annotation: The number of ticks will not necessarily correspond to the marks awarded. Level 3 checklist:	Answers provide a detailed description of the consequences of staff working long hours making reference to psychological and working practice hazards. Answer should provide a balance of consequences for both Andrew and the residents. Answers will be coherent, factually accurate and use appropriate terminology. There will be few, if any, errors of grammar, punctuation and spelling. Level 2 (4-5 marks) The answer provides a sound description of the consequences of staff working long hours. Answer may lack depth but will be factually accurate. There will be some reference to consequences for both Andrew and the residents but this may not be well-balanced. There may be some errors of grammar, punctuation and spelling. Level 1 (1-3 marks) Answer provides a limited or basic description of the consequences of staff working long hours. Answer may not refer to consequences for both Andrew and the residents. Answers may be list like, muddled, demonstrating little knowledge or understanding. Errors of grammar and spelling may be noticeable and intrusive. O marks = response not worthy of credit		

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Question	Answer/Indicative content	Marks _	Guidance			
Question			Content	Levels of response		
	NB - Psychological hazards: situations which cause stress/anxiety/fear Working practices hazards: long working hours/inadequate supervision/lack of training/lack of staff					

Q	Question		Answer		Guidance	
3	(b)	(i) (ii)	One action required from each list. Two marks each. Actions carried out straight away: analyse the content of the spill, e.g. to assess the risk to residents and staff ensure residents are kept away, e.g. use appropriate warning signs; cordon off the area, monitor to ensure everyone keeps out of the area, evacuate the area clean up the spill, e.g. using appropriate procedures such as wearing gloves, PPE; disposing of chemicals correctly inform senior management, e.g. so that they are aware of the incident; so they can monitor the action taken, record the incident Actions carried out by the manager after the incident: investigate the cause of the spill, e.g. ask the cleaner why the spill occurred put measures in place to prevent incident happening again update risk assessments provide training to the cleaner, e.g. if procedures were not followed write an incident report, e.g. to provide a record of what happened, record any injuries comply with RIDDOR/COSHH/legislation supervision and monitoring, e.g. to ensure procedures are being followed and are understood disciplinary action, e.g. if inadequate practices continue review policies, e.g. to ensure procedures are in place to prevent future incidents; to ensure procedures are effective, to improve practice	4 (2 x 2)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: TV REP SEEN Two marks One action well-described Clear understanding of how to control substances hazardous to health One mark One action identified with little or no description Several actions listed but not described	

Question		Answer		Guidance	
3 (c)		 One mark for each action. Three required: First aider actions: assess for danger e.g. move the drink away from the child, make sure area is free from hazards keep themselves and the area safe prevent further harm, e.g. pour cold water on the burn, administer treatment if trained promote recovery maintain respect and dignity get help, e.g. inform manager, call an ambulance, seek appropriate medical help (hospital, GP) stay with the individual/reassure the child until help arrives treat the injury if trained to do so, e.g. run cold water over burn 	3 (3 x 1)	Annotation: The number of ticks must match the number of marks awarded. For incorrect answers use the cross or appropriate annotation from the following: TY REP SEEN Do not accept: Any treatment except running cold water over the burn e.g. put cream or ointment on the burn/ bandage the burn/ take off child's clothing call the parents record/report the incident	

Question	Answer/Indicative content	Marks	Guidance				
Question			Content	Levels of response			
3 (d)*	Consequences for employer if adequate procedures have not been put in place to reduce the risk of harm: • receive complaints from parents • closure of preschool, loss of profit • being investigated by HSE/Ofsted/Inspectors • direct costs, e.g. legal fees, increased insurance premiums, compensation claims • civil and criminal prosecution, imprisonment of senior management, fines, being sued • loss of status/reputation/ management being struck off professional registers • Consequences for employer if procedures have been followed • investigate the incident • report to HSE • reduce the risks of the incident reoccurring • review and update policies	9	This is a levels of response question – marks are awarded on the quality of the response given. The focus of the question is analysis. Annotation: The number of ticks will not necessarily correspond to the marks awarded. Level 3 checklist: • detailed analysis of consequences • discusses the likelihood of different consequences in relation to the circumstances • correct use of terminology • QWC - High Level 2 checklist: • sound analysis which may lack depth • may not discuss the likelihood of different consequences in relation to circumstances • QWC - Mid Level 1 checklist • limited/basic description • identifies generic consequences • muddled or list-like • QWC - low	Answers provide a detailed analysis of the consequences for the employer when a child is seriously injured in a pre-school setting. Answer discusses the likelihood of different consequences in relation to the circumstances. Answers will be coherent, factually accurate and use appropriate terminology. There will be few, if any, errors of grammar, punctuation and spelling. Level 2 (4-6 marks) The answer provides a sound analysis of the consequences for the employer when a child is seriously injured in a pre-school setting. Answer may lack depth and may not include a detailed discussion of the likelihood of different consequences in relation to the circumstances. There may be some errors of grammar, punctuation and spelling. Sub-max of 5: for description of consequences with no analysis Level 1 (1-3 marks) Answer provides a limited or basic description of the generic consequences for employers when individuals are harmed. Answers may be list like, muddled, demonstrating little knowledge or understanding. Errors of grammar and spelling may be noticeable and intrusive. O marks = response not worthy of credit			

Question	Answer/Indicative content	Marks	Guidance		
Question		IVIAINS	Content	Levels of response	
	Consequences for <u>employer</u> if procedures are adequate but have not been followed by staff:				
	may need to increase their supervision, monitoring and training of staff				
	may need to take disciplinary action, e.g. warning, suspension or dismissal of staff who are not following procedures				

OCR (Oxford Cambridge and RSA Examinations)
The Triangle Building
Shaftesbury Road
Cambridge
CB2 8EA

OCR Customer Contact Centre

Education and Learning

Telephone: 01223 553998 Facsimile: 01223 552627

Email: general.qualifications@ocr.org.uk

www.ocr.org.uk

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OCR (Oxford Cambridge and RSA Examinations) Head office

Telephone: 01223 552552 Facsimile: 01223 552553



