

Title	Respond to an incident in a prison environment as the first responding officer		
Level	3	Credits	3

Purpose	<p>This unit standard is for people working as officers in a prison environment and covers required procedures and actions for when there is an immediate need to maintain control of an incident or prevent an incident recurring.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> - assess and respond to an incident situation as the first responding officer; and - describe post-incident procedures and report the incident.
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Classification	Offender Management > Prisoner Management
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Available grade	Achieved
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Guidance Information

- 1 This unit standard is intended for workplace assessment.
- 2 All performance criteria are to be in accordance with organisational policies and procedures.
- 3 Legislation and standards relevant to this unit standard include but are not limited to:
Corrections Act 2004;
Corrections Regulations 2005;
Health and Safety at Work Act 2015;
Operational manual and code of conduct relating to the prison;
and any subsequent amendments or replacements.
- 4 Definitions
Isolate – in the context of this unit standard means treat as a possible crime scene.
Organisational policies and procedures refer to the formal policies and procedures for a specific prison site and its activities, and which are consistent with its lead organisation.

Outcomes and performance criteria

Outcome 1

Assess and respond to an incident as the first responding officer.

Performance criteria

- 1.1 Identify immediate and/or secondary risks and take any actions to reduce risks as required.

Range personal safety, prison security, safety of others.
- 1.2 Identify, secure, and isolate incident scene as required.

Range may include but is not limited to – crime scene preservation, scene guards.
- 1.3 Use relevant procedures when dealing with the incident.

Range communicate situation report – unit control, senior staff, other prison staff;
may include but is not limited to – first aid, contraband exhibits, prisoner behaviour, prisoner management, prisoner safety, visitor incidents, facilities, prison security.
- 1.4 Transfer incident management to a controlling officer as required.

Outcome 2

Describe post-incident procedures and report the incident.

Performance criteria

- 2.1 Describe post-incident procedures and the officer’s role and responsibilities in terms of follow-up.

Range may include but is not limited to – unit control staff, shift supervisors, medical staff, Post Incident Response Team, Employee Assistance Program, misconduct charges.
- 2.2 Report the incident in the required format and timeframe.

Range may include but is not limited to – incident reports, officer notebook, file notes, use of force report.

Replacement information	This unit standard and unit standard 29064 were replaced by unit standard 32779.
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This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 May 2011	31 December 2024
Review	2	15 September 2016	31 December 2024
Revision	3	25 July 2019	31 December 2024
Review	4	29 July 2021	31 December 2024
Rollover	5	28 April 2022	31 December 2024

Consent and Moderation Requirements (CMR) reference

0121

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.