

# WATER SAFETY:

## Management Training

### Role of the Responsible Person



## Course Overview

**This course is accredited with CPD and recognised by ILM, part of the City & Guilds Group.**

It is the duty of the Water Safety Group [WSG], including the Responsible Person [RP] to ensure their organisation complies with regulatory, legislative, and guidance requirements for the management of 'water safety'.

The term 'water safety' includes those risks from biological, physical, chemical, and radiological hazards. The approach to managing these risks will depend on the type of organisation, the types of water risk systems, and the susceptibility of those exposed.

This course will provide the WSG and RP with an understanding of these water safety risks associated with Legionnaires' disease, *Pseudomonas aeruginosa* [Pa], and Scalding. The course covers ACOP L8 and HTM04-01 guidance to ensure proactive management is established, overlaid with the BS8680 code of practice for Water Safety Plan [WSP], covering the elements of what a WSP may need to contain, how to develop a WSP for an organisation ensuring 'control strategies' are defined.



Duration: One Day



ILM Certification



Certificate of Attendance



Marked Assessment



Group or Individuals



Q&A Session included



Refresh every 3 Years



PO & Cards accepted

## Who should attend?

The RP should be a manager, director, or have similar status and sufficient authority, competence, and knowledge of the installation to ensure that all operational procedures are carried out in a timely and effective manner. The RP is the senior management link between the organisation and professional support and provides an informed position at the board level. The RP works closely with the Authorised Person [AP] to ensure that provision is made to adequately support the water service.

The training course is of vital interest to members of the WSG especially individuals who have been identified as:

- Responsible Person (Water) [RP].
- Deputy Responsible Person (Water) [DRP] / Authorised Person (Water) [AP].
- Infection Control.
- Microbiologist.
- Facilities Leads.

Those prospective delegates who are new to the role of RP / DRP / AP are recommended to attend **both** this 'Role of the RP' course and our 'Role of the AP' course. Both courses are designed to complement each other and equally to be completed as stand-alone courses. Those delegates who have completed training in the past will need to determine if they attend both courses or just this 'Role of the RP' course as an update.

This course is heavily weighted towards water safety risks within a healthcare organisation, i.e., this includes risks associated with *Pseudomonas aeruginosa* that will not necessarily apply to non-healthcare organisations. This should not deter prospective delegates from attending the course.

## What prior knowledge should delegates have?

Essentially no prior knowledge is required for attendance on the course. Although, those individuals attending would expect to have some experience and background in water safety. It is strongly advised those attending with no previous knowledge or training have read the following documents to help with the learning on the day of the course. It would be beneficial for those with previous knowledge to have read these documents also!

1. [5 top tips for water hygiene management](#)
2. [Who can be appointed as an RP, DRP, AP or CP?](#)
3. [The Water Safety Group, explained...](#)
4. [Controlling the chain of infection](#)
5. [FAQs around water hygiene and waterborne pathogens](#)

The delegates are required to complete an 'Assessment of Knowledge' pre and post each module to identify if there has been a change in their knowledge of the elements covered in the module.

## What will the delegates learn?

- Legionella
  - Origin of the bacteria and history of the disease.
  - Susceptibility, symptoms, diagnosis, treatment, and cases of disease/outbreak.
  - Ecology of the bacteria [growth and proliferation] within water systems.
- *Pseudomonas aeruginosa*
  - Origin of the bacteria and recent cases.
  - Susceptibility – augmented care, symptoms.
  - Ecology of the bacteria [growth and proliferation] within water systems.
- Scalding
  - Temperature control/regulation.
  - Those most susceptible and the need for comparative risk assessment.
- Legislation, Regulations and Guidance – HSE ACOP L8, HSG274, S/HTM04-01.
- Examples of outbreaks and prosecutions and the lessons which can be learned.
- The meaning of a Water Safety Plan, taking the latest guidance from BS8680 and projecting what needs to be considered for inclusion and who should be developing and reviewing.
- Roles and responsibilities of management personnel including management structure.
- Water Safety Groups [WSG], the benefits of this collective of professionals who have a collective responsibility for managing water safety risk. This includes the need for Design Professionals to be involved for the WSG to approve projects with an aim to get projects right at the design stage.
- Hazard identification.
- Auditing to provide an independent report to the Board on the state of compliance the WSG has achieved.
- Risk assessments – need, standards for risk assessments, competency of assessors.
- Independent external support for the organisation in the form of [Authorising Engineer \(Water\)](#).
- Future considerations for proactive water safety management.

## Course Agenda

- Module 1:
  - Background to Water Safety – including Water Hazards Identification and detail on Legionella / Scalding / Pseudomonas aeruginosa;
  - Who are the most susceptible;
  - Proven and frequent sources of LD / Pa;
  - Ecology of waterborne pathogens;
  - Control strategies for managing water safety risk.
- Module 2:
  - Law [Health & Safety at Work etc. Act 1974, Health & Social Care Act 2008];
  - Regulations [MHSWR, COSHH, RIDDOR, WATER REGS];
  - Guidance [HSE ACOP L8, HSG274 Parts 1, 2 & 3, \*HTM04-01 Parts A, B, C, S/HTM04-01 Parts A to G];
  - Best Practice [Health Building Notes & British Standards];
  - Prosecutions examples and lessons learned
- Module 3:
  - Development of a Water Safety Plan
  - Challenges facing organisations

## What are the learning outcomes for the course?

There are four aims of the course:

1. Provide delegates with a thorough understanding of 'water safety' and the risks posed.
2. Provide delegates with a broad understanding of applicable regulations, guidance documents, and standards.
3. Enable delegates to review/establish their water safety plans.
4. Provide delegates with various exercises, mini audits, and resources to aid in their understanding and potential degree of compliance.

To help achieve these 'aims' each module has set learning objectives, which will be used in the written assessment, to help the delegates with their learning.

## How will the learning outcomes be assessed?

Confirmation of learning is sought throughout the course delivery using a variety of learning methods including:

- Pre-Course Personal Assessment – delegates are required to record 3x personal learning objectives.
- Assessment of Knowledge – the delegates are required to complete an 'Assessment of Knowledge' pre and post-each module to identify if there has been a change in their personal knowledge of the elements covered in the module.
- Post-Course Personal Assessment – delegates are required to confirm if their 3x personal learning objectives have been achieved.
- Write a reflective statement on their learning experience.
- Workshops and Individual Exercises – designed to enhance the learning experience and support all learning styles.
- Written Assessment Paper – questions to be answered 'open book' using their delegate's manual and their own notes taken throughout the day. The written assessment is completed at the end of the course.

## Course Delivery

The Water Hygiene Centre Responsible Person training can be delivered by our consultants in the following ways:

- In-house – Your tutor will deliver your training at your premises, reducing the cost and time of travel and enabling all staff to be present onsite. We require a minimum of 8 delegates and a maximum of 16 delegates. POA.
- Open Training – Tutors will deliver your training using Microsoft Teams on a date organised by the Water Hygiene Centre. This is ideal for organisations that have a small number of individuals to train. A full list of dates available can be viewed on our website by [clicking here](#). Price starts from £350 + Vat / delegate.

## Equality of Access

Any delegate assessment should be a fair test of their knowledge and the skills they have obtained, however, for some delegates, the usual format of assessment may not be suitable. The Water Hygiene Centre is committed to making sure individuals with special educational needs, disabilities, temporary illness or injury or other adverse circumstances outside their control are not unfairly disadvantaged when undertaking written assessments.

To remove barriers that prevent delegates from undertaking assessments, reasonable adjustments may be made, and special consideration may be given. These arrangements ensure that a delegate can undertake assessments on a fair and equitable basis, and they allow the delegate to receive recognition of their achievements while ensuring the integrity, validity, and reliability of the assessment is maintained.

The Water Hygiene Centre will ensure they do not unfairly exclude the assessment needs of a particular learner by applying:

- Reasonable adjustment – applied for and agreed before the training course commences.
- Special consideration – given during or within 5 working days of any assessment for reasonable adjustments to be made. A reasonable adjustment aims to reduce the negative impact of a disability (as defined by the Equalities Act 2010). The objective is that a delegate with a disability experiences no substantial disadvantage to a delegate who does not.
- Reading the questions to the delegate and/or writing down their answers. Note: this must be carried out after all other delegates have completed their assessments and these have been collected. The arrangement must be conducted for the duration of the assessment (e.g., from start to finish).
- Allowing delegates to use a bilingual dictionary if English is not their first language. In some cases, reasonable adjustments may not be permitted due to published legal criteria.

