

Critical Incident Policy and Procedure

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Modification history

Date	Modification	Person responsible
13/01/2012	New policy	Toni Schammer, Gerald Lipman & Ian Whyte

Definitions

Policy

Under the National Code 2007 section 6.4 requires providers to have a documented Critical Incident policy and procedure.

ICHM manages this via :

DFEEST Administrative Instruction AI/2011/00010

As the educational delivery and the students accommodation for ICHM are located on TAFE SA grounds and in most cases involve TAFE SA staff in the delivery and management of the course/s and accommodation the DFEEST Administrative Instruction AI/2011/00010 is followed and available for staff on the TAFESA website

ICHM Contingency Plan (Sixth Version September 2011)

ICHM has developed its own local policy and procedure to manage traumatic incidents involving students enrolled in ICHM courses and this policy details these arrangements. The purpose of this policy is to provide ICHM management and staff with guidance on how to effectively manage traumatic incidents involving students. Where ICHM is aware of a traumatic incident, ICHM will provide support and assistance to all enrolled students that are involved in a traumatic incident. This policy applies to all students whether they are on campus or on industry placement. This policy is available on the ICHM staff share drive.