

P404 - Clearance Testing and the Requirements of a Certificate for Reoccupation

Practical Assessment Guidance

This document provides advice and guidance with regards to the practical assessment which must be carried out during the P404 course.

1. Introduction and Overview:

Candidates taking the P404 – Clearance Testing and the Requirements of a Certificate for Reoccupation module are required to have the requisite practical skills to carry out all four stages of the clearance testing procedure safely.

This is an essential part of carrying out a clearance test and issuing a certificate of reoccupation.

The practical assessment **MUST** be carried out by the Tutor **DURING** the relevant part of the course for all candidates. This is to ensure that every candidate can demonstrate their individual ability and correct method to:

1. Take clearance air samples
2. Use PPE, RPE and personal decontamination
3. Perform all four stages of the clearance procedure and issue a certificate for reoccupation

Candidates are permitted access to written reference materials and written procedures during these tasks.

Candidates are required to complete each aspect of the assessment before proceeding to taking the written examinations.

The tutor should provide coaching to the candidate, at the required level, to ensure they are capable of demonstrating the correct ability and methods outlined above.

2. Practical Requirements:

The full procedure for taking clearance air samples:

- a) This must include setting up, calibrating and utilization of air sampling equipment for clearance purposes including disturbance procedures.
- b) Confirm the candidate's ability to do all relevant calculations relating to the number of samples to be taken for clearance and the air volume for each sample etc. These must include both the evaluation of the candidate's knowledge but also their practical ability

3. Use of PPE and RPE plus personal decontamination:

- a) Knowledge of PPE/RPE can either be assessed separately on a one-to-one basis or by use of photographs/slides about which the candidates are asked questions. These questions must be individually answered in writing and marked against a marking schedule.

Tutors must be confident that all candidates can put on and remove PPE/RPE in a correct and safe manner.

- b) All candidates need to know how to carry out a full decontamination procedure. This can be carried out by discussing a walk-through of a decontamination unit or with the use of models or photographs on a one-to-one basis with the tutor.

All four stages of the clearance procedure and issuing a certificate of reoccupation:

- a) Evaluation of plan of work and comparison with site details
- b) Enclosure inspection - prior to work and to detect deficiencies. Smoke testing, leak testing, enclosure design
- c) Enclosure - visual clearance post remediation
- d) Use, inspection, and clearance of decontamination units
- e) Confirm the candidate's full knowledge of all elements of the four-stage clearance procedure.

Where suitable enclosures are available the candidates can be assessed on a one to one basis OR each candidate can prepare brief notes on the basis of their inspections of the enclosures.

Where enclosures are not available candidates can individually prepare brief notes on a series of scenarios presented to the group by photographs/slides.

These slides must relate to the requirements in the syllabus with more detailed photographs of specific circumstances in Enclosure Inspection – prior to work and to detect deficiencies, smoke testing, leak testing, enclosure design etc.

Enclosure post remediation - visual clearance, completion of works, dry not wet etc. The results of any of these exercises can then be marked against a marking schedule and will provide individual evidence of a suitable level of knowledge.

The evaluation of the enclosure must include the decontamination unit and any other equipment normally involved

4. Marking and Reporting:

The course tutor who assesses the candidate must complete a Practical Assessment Report Form for each candidate, provided as a separate document. The Report must clearly show if each candidate has achieved a satisfactory or unsatisfactory level of proficiency for each assessment element.

Candidates are required to achieve a satisfactory level of proficiency for each element to complete the assessment.

A copy of the Report must be supplied to BOHS on completion of the course. A copy may also be given to the candidate.

5. Results:

The results for each candidate must be sent electronically to BOHS upon completion of the course as this forms part of the candidate's assessment record.

It is acceptable to scan and email the completed documents to BOHS and return as one set per course. The reports are necessary to confirm the candidate's suitability to proceed to take the formal examinations.

6. Quality Assurance:

The assessment is a mandatory part of the assessment and examination process for P404 and is subject to BOHS external quality assurance arrangements, to ensure compliance with requirements and to promote consistency and continuing improvement.