BINA PATHWAYS

Clinical competence and medication safety

BP-PUB-04-20261106-v1 | Owner: Bina compliance lead and the hirer's competent clinical assessor | Review by 6 November 2027 or earlier on material change

Assignment scope

A clinical or medication task must be included in the accepted assignment and within the worker's competence, registration and lawful delegation. Bina checks insurance scope before approval. This policy does not authorise prescribing, diagnosis or a directly managed clinical service.

Who assesses and approves

The hirer identifies a registered clinical lead or other appropriately qualified task assessor and verifies their authority to assess the particular duty. Bina recruitment verifies identity, professional registration where relevant and the documented assessment. An authorised Bina compliance approver records deployment clearance. Office administrators cannot substitute a course certificate for practical assessment.

Evidence required

Record task and setting, assessor name and registration where relevant, observed assessment method, date, outcome, restrictions, supervision or delegation, host authorisation, next review and reassessment triggers. Missing competent assessment or safe delegation means the task is not authorised.

Safe practice

Follow the person's current authorised care plan, medicine directions, MAR, allergies, consent or capacity arrangements and host procedure. Clarify discrepancies before acting. Never alter a dose, sign for a medicine not given or sign for another person. PRN and covert administration require their specific authorised criteria and lawful process.

Error or concern

Make safe, obtain urgent clinical or emergency help, notify the host and Bina and preserve records. Report omissions, errors, reactions and uncertainty promptly. The competent clinical assessor reviews task safety and competence before duties resume. Bina separately considers suitability and safeguarding. Support the worker and record learning without concealing the event.

Related controlled procedures: Staff handbook section 10; Competence and delegation evidence form. Use Operational Action Guide BP-ACT-2026-11-06-v1 for the responsible person, action, deadline, escalation and record. Accessible copies: admin@binapathways.co.uk or 07337 541218.