

Accreditation Case Study

Written by Administrator

Monday, 18 May 2009 11:06 - Last revised Monday, 18 May 2009

All holders of LIWA Aquatics accreditation meet the following criteria:

- Evidence of successful completion of a recognised pool operators' training course.
- A current Senior First Aid Certificate or equivalent.
- A current Pool Lifeguard Award or equivalent.
- Details of current and past employment in the aquatic industry.

From 2012 evidence of attendance at two professional development seminars over the 2009 - 2012 year period.

Assessment

1. Evidence shall be submitted on the attached form (Application for LIWA Accreditation).
2. The objective is to determine, through a systematic review of gathered evidence, whether the applicant can demonstrate achievement of the LIWA accreditation criteria.
3. Some examples of the form evidence may take are listed below;

- Interview or structured questioning
- On-the-job assessment
- Documentary evidence (eg references from employers, outlines completed training programs, all formal qualifications relating to the area of Skills Recognition applied for)

- Position description
- Examples of work
- Practical demonstrations in a simulated environment
- Practical/theory test.

Issuing of Accreditation

Upon successfully providing evidence of the above criteria LIWA Aquatics will issue an accreditation certificate that should be available if requested by an Environmental Health Officer

Permission for access to LIWA accreditation records can be made to the LIWA Committee by telephone or in writing, should a person mislay their records and require another copy.

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Security and Confidentiality

To ensure confidentiality:

- Records (hard and electronic copies) can only be accessed by approved personnel from LIWA.
- Any personal or organisational information will not disclose to a third party unless;
- Written consent has been provided for the disclosure, or
- LIWA believes that the disclosure is necessary to lessen or prevent a serious threat to public health or public safety, or
- LIWA has reason to suspect that unlawful activity has been, is being, or may be engaged in.

Archiving

Hard copies of assessment papers that are not returned to the applicant are kept by LIWA for thirty days and are then destroyed using the shredder.

Hard copies of accreditation records will be kept for two (2) years.

An electronic copy will be maintained for seven years.

Application for LIWA Accreditation

Case Study

Jeff Williams has worked as an Aquatic Centre Manager in a variety of regional facilities since

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1984. Jeff obtained his Pool Operators Certificate of Competence from the National Safety Council and has worked continuously in the industry for the past 17 years.

Jeff decided to apply for LIWA accreditation to comply with the Department of Health Code of Practice.

The direct evidence Jeff supplied to support his application included the following.

- Pool Operators Certificate of Competence
- Senior First Aid Certificate
- Pool Lifeguard Award
- References from three past employers confirming knowledge of aquatic plant operations.
- Confirmation on application form of attendance at the past five LIWA Annual Conferences.

As a part of further evidence, Jeff provides additional information to LIWA:

- Copies of procedures relating to service provision, workplace safety, emergency evacuation plans
 - Occupational First Aid Certificate
 - Self Contained Breathing Apparatus Certificate
 - Instructor of Swimming Certificate
- In this case study the applicant supplied authenticated, valid and relevant information within their evidence portfolio to meet the requirements of accreditation.

Payment of Pre-scribed Fee

Jeff paid the fee and was then issued with a LIWA Accreditation for a three year period