



## **POLICY & PROCEDURE**

# **POLICY ON PHOTOGRAPHY**

### **POLICY STATEMENT**

Instructor/s, employees are not permitted to undertake any type of photography or recording of a student during training sessions, unless permission has been given by the student/s in advance before the actual start of the training. In a case where a student or employee patient during care unless it is directly to benefit the patient's further treatment. It is, therefore, seen as 'treatment' in itself, and requires valid consent. Clinical photography may include but are not limited to photographs or recordings showing mechanism of injury or other details of the scene that are pertinent to the treatment or diagnosis of the patient.

### **PURPOSE**

This policy serves to provide direction to Instructor/s, Employees with regards the photographing or recording of images of employees or patient under their care

### **SCOPE**

The policy only applies to Instructor/s, employees or contracted by First Responder Training to render emergency care at its appointed facility and activities

### **RESPONSIBILITIES**

1. Instructor/s, Employees
2. Ensure they are familiar with this policy and understand all of its contents
3. Ensure that policy is strictly adhered to

### **POLICY**

1. It is not permitted to undertake any type of photography or recording of a student/patient under their training or care unless it is directly to benefit the student/patient's training or further treatment
2. Consent from the student/patient must be obtained should photography be required as part of their training or treatment

## **Procedure**

### **Patients**

1. Photographs or recordings taken during an emergency must be handed over to the receiving facility or physician as part of the patient documentation
2. A copy of the photographs or records may be handed over to the patient on request.
3. Digital photographs must be printed and the original digital images deleted from the recording device

### **Students**

1. All students must be informed verbally before the actual start of the class, of any possible photos taken during their training session
2. Students must give verbal consent for their photos to be taken during training sessions

## **Created and Approved by:**

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V1-29/9/24