

LCA Guidance

Suggested Knowledge & Skills Matrix for Legionella Control Service Delivery

This matrix covers only legionella control skills suggested by the LCA, there are clearly many other skills required such as company induction, product and health and safety knowledge that will also be required. The LCA will use this matrix during an audit as a guide to the topics staff should have an understanding of and have been assessed in. The LCA does not assess the competency of service provider staff, they assess the service providers' mechanism for ensuring staff are suitably competent. Topics may be added to or be removed from the list below as thought appropriate by the service provider in line with individual responsibilities of members of staff.

Less tangible skills such as 'asks for assistance when required', 'generally shows common sense', 'willing to learn more', 'prepared to take responsibility', 'works well in a team', etc., are often equally important and should be considered. This document replaces the LCA Training Matrix.

KEY

WATER SYSTEM COMPLEXITY

L - Low, Simple water systems

(Commonly found simple hot and cold water systems, closed systems, fire systems, etc.)

M - Medium, More complex water systems

(Commonly found recirculating systems often incorporating treatment programmes, simple cooling systems)

H - High, Very complex or bespoke systems


(Including complex cooling systems, process washing waters, unusual make up waters, etc.)

TRAINING / SKILLS / KNOWLEDGE LEVEL


Not applicable

- 1 Operative should be sufficiently informed, with a basic understanding and practical experience.
- 2 Operative should be sufficiently informed, with good understanding and practical experience.
- 3 Operative should be well trained / informed, and has assessed extensive practical experience.
- 4 Operative should have extensive training / knowledge / experience and is able to assess and train others.

The legal duty to comply with relevant health and safety legislation (including avoidance or control of risk to exposure to Legionella bacteria) rests solely with the statutory dutyholder, being either the employer or the person in control of the premises or systems where any relevant risk is present, and this cannot be delegated. Specific functions (e.g. carrying out risk assessment) can be delegated and the Legionella Control Association (LCA) Code of Conduct is designed to help service providers, who also have duties under health and safety legislation, to establish appropriate management systems for the prevention or control of risk from Legionella bacteria. The LCA assesses the management systems of LCA members upon initial registration, reviews annually upon re-registration, and re-assesses by annual company audits. The LCA cannot and does not carry out other regular supervision of its members' commitments to the Code of Conduct nor their compliance with other LCA guidelines. A valid LCA certificate of registration (which is only valid if the Company named is listed on the LCA website www.legionellacontrol.org.uk/directory.php) confirms only that a service provider has satisfied LCA requirements at registration, re-registration and its most recent company audit. It does not confirm the service provider's actual or continuing compliance with their commitments to the LCA Code of Conduct and/or other LCA guidelines. The LCA does not approve specific products or services as being effective in controlling Legionella or verify the competence of service providers' staff and sub-contractors, which is the duty of the service provider and the statutory dutyholder. The LCA accepts no liability for any omission or any act carried out in reliance on the LCA Code of Conduct or other LCA guidelines, or any loss or damage resulting from non-compliance with such documents.

		RISK ASSESSMENT	WATER TREATMENT	H&CWATER MONITORING & INSPECTION	CLEANING & DISINFECTION	INDEPENDENT CONSULTANCY	TRAINING	LEGIONELLA ANALYTICAL	PLANT & EQUIPMENT	FACILITIES MANAGEMENT
LEGIONELLA AWARENESS MICROBIOLOGY AND ORIGINS OF LEGIONELLA	L	2	2	2	1	3	4	2	1	1
	M	3	3		2	4	4	3	2	2
	H	4	4		3	4	4	4	3	3
LEGIONELLA LEGISLATION AND REGULATION	L	2	2	2	1	3	4	1	1	1
	M	3	3		1	4	4	1	2	2
	H	4	4		1	4	4	1	3	2
MICROBIOLOGICAL SAMPLING OF WATER	L	2	2	2		3	4	2	1	1
	M	2	2			4	4	2	2	1
	H	3	3			4	4	2	2	1
MICROBIOLOGICAL ANALYSIS METHODS	L	1	1			2	4	1		
	M	1	1			3	4	1		
	H	1	1			3	4	1		
MICROBIOLOGICAL SAMPLING STRATEGY, INTERPRETATION & REPORTING	L	2	2	3		3	4	2	1	1
	M	3	3			3	4	3	2	1
	H	3	3			4	4	3	3	2
DESIGNING A WATER TREATMENT PROGRAMME	L	2	2			3	4			
	M	3	3			3	4			
	H	3	4			4	4			
MANAGING A WATER TREATMENT PROGRAMME AND CONTRACT	L	2	2			3	4			1
	M	3	3			4	4			1
	H	3	4			4	4			1

CLEANING & DISINFECTION TECHNIQUES	L	2			2	2	4			1
	M	3			3	3	4			1
	H	3			4	3	4			1
CLEANING & DISINFECTION SAFETY	L	1			1	2	4			1
	M	1			2	2	4			1
	H	1			3	2	4			1
RISK ASSESSMENT THEORY	L	2	2	1		2	4		1	1
	M	3	3	2		3	4		1	1
	H	4	3	2		4	4		1	1
RISK ASSESSMENT SURVEYS	L	2	2	1		2	4			1
	M	3	2	2		3	4			1
	H	4	2	2		3	4			1
RISK ASSESSMENT REPORTING	L	2				2	4			1
	M	3				3	4			1
	H	4				4	4		1	
WATER TREATMENT THEORY	L	2	2			2	4		1	
	M	3	3			3	4		1	1
	H	3	4			4	4		1	1
ON-SITE WATER TESTING & MONITORING	L	1	2			2	4			1
	M	2	3			3	4			1
	H	2	3			4	4			1
WATER REGULATIONS & EQUIPMENT DESIGN AND INSTALLATION STANDARDS (LEGIONELLA MATTERS)	L	2	1	1	1	2	4		2	1
	M	3	2	1	1	3	4		3	1
	H	3	2	1	1	3	4		4	1

		RISK ASSESSMENT	WATER TREATMENT	H&C WATER MONITORING & INSPECTION	CLEANING & DISINFECTION	INDEPENDENT CONSULTANCY	TRAINING	LEGIONELLA ANALYTICAL	PLANT & EQUIPMENT	FACILITIES MANAGEMENT
 SETTING UP, INTERPRETATION & REPORTING A TECHNICAL SERVICE VISIT	L	2	2			2	4			1
	M	3	3			3	4			1
	H	3	3			3	4			1
COMPLETE A WORK REPORT	L		2	2	2		4		2	1
	M		2	2	2		4		2	1
	H		2	2	2		4		2	1
RECORD KEEPING REQUIREMENTS	L	2	2	2	2	2	4	2	2	1
	M	3	3		2	3	4	2	2	1
	H	4	3		2	4	4	2	2	1
CONDUCTING A REVIEW WITH THE CLIENT										
		3	3	3	3	3	4	3	3	1
COMPLIANCE WITH LCA SERVICE PROVIDER COMMITMENTS										
		1	1	1	1	1	4	1	1	1
COMMISSIONING & ADJUSTING WATER TREATMENT EQUIPMENT	L	1	2			2	4		2	1
	M	1	3			3	4		4	1
	H	1	3			3	4		3	1