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## Code of practice for wheelchair passport schemes

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## Contents

Foreword *ii*

Introduction 1

- 1 Scope 1
- 2 Terms and definitions 1
- 3 Operational framework 4
- 4 Information for the wheelchair passport 8
- 5 Passport design 11
- 6 Marking 13

### Annexes

Annex A (informative) Example of a transport risk assessment process and template 14

Annex B (informative) Passport example 22

Annex C (normative) Risk considerations and awareness 24

Bibliography 26

### List of tables

Table A.1 – Part 1: Passenger/service user identification 15

Table A.2 – Part 2: Passenger mobility 16

Table A.3 – Part 3: Passenger medical information 17

Table A.4 – Part 4: Passenger behaviour 19

Table A.5 – Part 5: Passenger communication 20

Table A.6 – Part 6: Risk assessment summary 21

Table B.1 – Passport example 22

### Summary of pages

This document comprises a front cover, an inside front cover, pages i to ii, pages 1 to 26, an inside back cover and a back cover.

## Foreword

### Publishing information

This British Standard is published by BSI Standards Limited, under licence from The British Standards Institution, and came into effect on 31 July 2013. It was prepared by Technical Committee CH/173/1, *Wheelchairs*. A list of organizations represented on this committee can be obtained on request to its secretary.

### Relationship with other publications

This British Standard is a conversion of PAS 900, which is withdrawn.

### Information about this document

This British Standard is intended for transport operations where risk assessment of individual passenger needs has taken place as part of an overall risk management process. It is intended to be used in harmony with other risk assessment processes that might already be in place.

The term "passport" has been adopted, and it has been noted that the term has connotations of cross-boundary freedom of movement. Whilst the intention of this standard is to provide guidelines for passport schemes operated on a local basis, extensive adoption of the scheme across the UK will facilitate easier and safer travel.

### Use of this document

As a code of practice, this British Standard takes the form of guidance and recommendations. It should not be quoted as if it were a specification and particular care should be taken to ensure that claims of compliance are not misleading.

Any user claiming compliance with this British Standard is expected to be able to justify any course of action that deviates from its recommendations.

It has been assumed in the preparation of this British Standard that the execution of its provisions will be entrusted to appropriately qualified and experienced people for whose use it has been produced.

### Presentation conventions

The provisions of this standard are presented in roman (i.e. upright) type. Its recommendations are expressed in sentences in which the principal auxiliary verb is "should".

*Commentary, explanation and general informative material is presented in smaller italic type, and does not constitute a normative element.*

### Contractual and legal considerations

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

**Compliance with a British Standard cannot confer immunity from legal obligations.**

## Introduction

Living with a disability can provide many challenges to individuals, their families and carers throughout their everyday lives. In some circumstances a wheelchair might be beneficial to assist with mobility. The design and function of a wheelchair and seating system, however, can vary widely depending on the age, needs and physical characteristics of the user and carers.

Greater freedom of mobility and access to safe transport lies at the heart of many day-to-day activities for all members of society. Similarly, safe transport for wheelchair users is a key element in an individual's ability to access medical facilities as well as participate in education, work and leisure. A seat in a motor vehicle is an additional consideration to be addressed by wheelchair manufacturers and equipment prescribers when taking into account the users' many differing rewards.

Presenting essential information for wheelchair securement, occupant restraint and other needs of the wheelchair user to transport providers in a clear manner with a common method of operation can not only reduce risks associated with travel, but enable greater confidence for the passenger, their carers and families in the achievement of social inclusion.

## 1 Scope

This British Standard gives recommendations for the provision and operation of systems to present essential information required by wheelchair users, their carers, vehicle drivers and their assistants for the safer transport of wheelchair seated passengers in a road vehicle.

This British Standard also gives clarification on the roles and responsibilities of all parties engaged in the provision of wheelchairs, seating systems and wheelchair accessible transport services. This includes equipment prescribers, transport managers and transport commissioners, and outlines a risk oriented approach to maximizing passenger safety.

*NOTE 1* These recommendations are intended to operate in conjunction with transport provider operating risk assessment procedures as part of a risk management process.

*NOTE 2* While the information provided by a scheme might be relevant, it would not provide a wheelchair user additional right to travel on public transport.

*NOTE 3* Wheelchair users and their care providers have a responsibility in providing information pertinent to their safe transport (3.2.1).

## 2 Terms and definitions

For the purposes of this standard, the following terms and definitions apply.

### 2.1 add-on components

hardware that is attached to the wheelchair frame subsequent to sale by the wheelchair manufacturer, in order to enhance design and/or performance of the wheelchair

*NOTE* Tools might be required to fit or remove add-on components, for example, seat back extensions, trays, spoke guards, head supports and oxygen cylinder carriers.

### 2.2 anchorage

assembly of components and fittings by which loads are transferred directly from the wheelchair tie-down to the vehicle, or from the occupant restraint to the vehicle, wheelchair, wheelchair tie-down, or vehicle interior component