



**Australian Government**

**Assessment Requirements for HLTDEF003  
Perform the duties of a scribe during  
casualty resuscitation**

**Release: 1**

## Assessment Requirements for HLTDEF003 Perform the duties of a scribe during casualty resuscitation

### Modification History

Release	Comments
Release 1	<p>This version was released in <i>HLT Health Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages.</p> <p>Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence.</p>

### Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- completed the following tasks at least 3 times in line with governing regulations, trauma codes of practice and workplace procedures:
  - interpreted clinical data from multiple resources and accurately recorded details chronologically within emergency time constraints
  - recorded the following clinical information in a legible and clear manner:
    - medication
    - observations
    - assessment outcomes
    - interventions
    - referrals
    - pathology specimens
    - consumables (i.e. traceable with serial numbers)
  - operated/interpreted the following basic resuscitation equipment:
    - vital signs monitoring
    - intra-venous lines and fluids
    - monitors
- used effective communication and teamwork skills:
  - active listening
  - questioning

- feedback
- information sharing
- completed basic arithmetic calculations and recorded numbers

## Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- legal, ethical and military requirements for scribe work:
  - codes of practice
  - duty of care
  - infection prevention and control
  - informed consent
  - mandatory reporting
  - privacy, confidentiality and disclosure
  - records management and documentation
  - rights and responsibilities of workers, employers and clients
  - specific information sources that inform work practice:
    - *Primary clinical care manual (PCCM)*
    - organisation/unit standard operating procedures
    - current operational mandate
  - work role boundaries – responsibilities and limitations
  - work health and safety
- documentation used for casualty resuscitation purposes, including associated pathology requirements
- personal protective equipment requirements
- standard resuscitation equipment schedules and operation
- clinical monitoring requirements for resuscitation
- documentation processes relevant to receiving and resuscitating a casualty
- medical terminology
- basic anatomy and physiology of all body systems
- general resuscitation protocols provided by Australian Resuscitation Council (ARC)
- general pathology and investigative requirements pertaining to standard resuscitation processes
- inter-departmental transfer requirements
- role of other resuscitation team members and support services
- storage and security requirement for personal effects (including weapons, explosives and pyrotechnics)

## Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
  - a resuscitation bay mimicking the work environment
  - casualties (high fidelity simulation, resuscitation mannequins and/or actors)
  - documentation used within the resuscitative environment
  - pathology samples/containers requiring labelling
- modelling of industry operating conditions, including:
  - a minimum of 3 people in the resuscitation team
  - a minimum of 1-2 other personnel supporting the resuscitation

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors. In addition, assessors must have at least 3 years' experience as a health professional in a resuscitative/emergency department setting.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>