



**Australian Government**

**Assessment Requirements for HLTFSE002  
Provide ward or unit based food  
preparation and distribution services**

**Release: 1**

## Assessment Requirements for HLTFS002 Provide ward or unit based food preparation and distribution services

### Modification History

Release	Comments
Release 1	<p>This version was released in <i>HLT Health Training Package release 3.0</i> and meets the requirements of the 2012 Standards for Training Packages.</p> <p>MERGED HLTFS204D/HLTFS201D. Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence. Removed prerequisite.</p> <p>Supersedes HLTFS204C</p>

### Performance Evidence

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

- followed established food safety, manual handling and other food services procedures when preparing food and distributing it to clients receiving diet therapy or nutritional support, including:
  - distributing and collecting menus from at least 2 clients
  - soliciting feedback from 2 clients and forwarded to appropriate person
  - plating, rethermalising or heating and distributing at least 3 main meals and beverages to clients
  - following appropriate procedures for at least 2 clients requiring assistance to sit
  - reporting the sufficiency or insufficiency of food intake of 2 clients to appropriate person and using organisational documentation and reporting technologies.

### Knowledge Evidence

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

- food safety principles
- hazard analysis and critical control points (HACCP) principles
- legislative requirements of food service role
- causes of food contamination and cross-contamination
- factors that place client at nutritional risk
- customer service principles and techniques for encouraging meal choice and consumption
- microbiological basis for food deterioration and food poisoning
- role and need for special diets and nutritional support, including common types of special diets and nutritional supplements
- client special needs, including:
  - disabilities
  - eating difficulties
  - intellectual difficulties
  - frail and aged
  - confusion and dementia
  - nutrition risk factors
  - metabolic disorders
  - different cultural requirements
  - require diet supplements
- organisational procedures relating to food services, including:
  - food safety program
  - menu ordering and processing system
  - meals distribution equipment and operational procedures
  - manual handling and infection control
  - procedures for delivery of meals to potentially infectious clients
  - rethermalise and reheating procedures
  - reporting and documentation requirements, including client satisfaction and consumption
- ordering, documentation and reporting technologies.

## Assessment Conditions

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

- use of suitable facilities equipment and resources, including:
  - food service and food safety program policies and procedures
  - food service facilities, equipment and utensils for handling, preparing, storing, heating, transporting and disposing of food and beverages
  - ordering, documentation and reporting technologies
  - menus, recipes and associated ingredients
  - appropriate clothing and footwear

- personal protective clothing and wound dressings
- food and beverages
- cleaning equipment
- hand washing facilities and equipment
- modelling of industry operating conditions.

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

## **Links**

Companion Volume implementation guides are found in VETNet -

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