



**Australian Government**

# **Assessment Requirements for HLTHSS005 Undertake routine stock maintenance**

**Release: 1**

# Assessment Requirements for HLT HSS005 Undertake routine stock maintenance

## 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>Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence.</p> <p>Supersedes HLTMS203D</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 evidence that the candidate has:

- completed at least 2 inventory lists of stock requirements and prepared associated orders on 2 separate occasions
- received, checked and ordered stock against 2 separate orders, including unpacking, storing and reporting errors to supervisor.

## 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:

- relevant organisation procedures, including:
  - workplace health and safety (WHS)
  - manual handling
  - personal protective equipment
  - stock control and maintenance, including:
    - inventory taking
    - verbal, written and electronic ordering

- expiry dates on perishable items
- storage and stock rotation
- manual and electronic documentation and records.

## 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:
  - stock and storage facilities
  - personal protective equipment
  - manual and electronic documentation and records for stock maintenance
- 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>