



Australian Government

Department of Education, Employment and Workplace Relations

HLTIN504C Manage the control of infection

Release: 1

HLTIN504C Manage the control of infection

Modification History

Not Applicable

Unit Descriptor

Descriptor

This unit describes the skills required to oversee the adherence to established infection control guidelines and duty of care throughout a particular work environment

Application of the Unit

Application

This unit applies to a role with broad responsibilities for development, implementation and monitoring of infection control policy and procedures

Application of this unit should be contextualised to reflect any specific workplace infection risks, hazards and associated infection control practices

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Pre-requisite unit

This unit must be assessed after successful achievement of pre-requisite:

- HLTIN301C Comply with infection control policies and procedures

Employability Skills Information

Employability Skills

This unit contains Employability Skills

Elements and Performance Criteria Pre-Content

Elements define the essential outcomes of a unit of competency.

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

Elements and Performance Criteria

ELEMENT

1. Ensure potential infectious material is removed from the workplace

PERFORMANCE CRITERIA

- 1.1 Ensure information and resources are provided to support the correct handling and disposal of waste according to established guidelines and procedures
- 1.2 Maintain procedures for use of personal protective equipment when sorting and separating waste
- 1.3 Ensure waste *transport* procedures support workplace safety

ELEMENT**PERFORMANCE CRITERIA**

- | | |
|---|--|
| 2. Ensure <i>equipment</i> and surfaces are clean and sanitised | 2.1 Ensure information and resources are provided to enable effective cleaning and <i>sanitisation</i> of equipment and surfaces |
| | 2.2 Provide information on the correct procedure(s) for cleaning and sanitation of the workplace |
| | 2.3 Ensure appropriate recommended protective clothing is worn throughout the workplace |
| | 2.4 Ensure clear and accurate information on infection control guidelines is provided |
| 3. Ensure personal hygiene is maintained in the workplace | 3.1 Establish standards of personal presentation and hygiene in the workplace and ensure they are maintained |
| | 3.2 Establish clinical guidelines for hygiene and ensure they are maintained |
| | 3.3 Ensure appropriate and checked <i>protective clothing</i> is made available according to established guidelines and procedures |
| | 3.4 Ensure information is provided in the use of protective clothing |
| 4. Establish and monitor guidelines for hazard identification and control | 4.1 Review hazard/spillage response and documentation and assess need for further action/improvement of practices |
| | 4.2 Ensure information is provided in hazard identification and control |
| | 4.3 Establish workplace policies and procedures in hazard identification and control and monitor to ensure their effectiveness |
| | 4.4 Monitor workplace to ensure hazards are managed in accordance with guidelines |
| | 4.5 Ensure hazard control procedures are carried out as necessary |

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

To demonstrate competence for this unit the worker must acquire the essential knowledge and skills described:

Essential knowledge:

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes knowledge of:

- How infection is spread
- Measures to manage and monitor infection control
- OHS implications of work
- Potential hazards in a health environment
- Processes for managing and developing effective workplace policies and procedures relating to infection control
- Time management strategies to set priorities

Essential skills:

It is critical that the candidate demonstrate the ability to:

- Develop, implement and monitor strategies to address infection control across a specific work environment

In addition, the candidate must be able to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes the ability to:

- Communicate and maintain workplace policies and procedures relating to work performance in relation to infection control and duty of care, including:
 - helping others achieve planned outcomes
 - managing unsatisfactory performance and use of discipline as necessary
 - minimising disruption to the work environment

REQUIRED SKILLS AND KNOWLEDGE

- safe and competent use of technology
- Develop staff on OHS and hazard identification
- Implement cross infection and prevention strategies
- Integrate learning from the broader health profession into improved work practices
- Manage problems relating to infection control
- Provide leadership in the development and communication of policies and procedures
- Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
- Use effective communication skills to ensure application and maintenance in the workplace of:
 - correct hygiene procedures and hand washing techniques
 - hazard identification and control
 - OHS policies and procedures
 - procedures appropriate to the cleaning area and purpose
 - selection and use of appropriate equipment and chemicals for cleaning and sanitising in the workplace
 - standard and additional precautions

Evidence Guide

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate this competency unit:

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of workplace conditions
- Consistency of performance should be demonstrated over the required range of workplace situations

EVIDENCE GUIDE

- Access and equity considerations:*
- All workers in the health industry should be aware of access and equity issues in relation to their own area of work
 - All workers should develop their ability to work in a culturally diverse environment
 - In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
 - Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities

Related units:

Where relevant, the following competency unit should be assessed before or in conjunction with this unit:

- HLTIN302B Process reusable instruments and equipment in health work

Range Statement

RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

Disposal includes:

- Bury
- Flush
- Burn
- Storage for collection

RANGE STATEMENT

Transport includes:

- Bins
- Trolley
- Manual

Sanitising may include:

- Sterilising in some situations
- Carbolising
- Soaking
- Disinfecting

Equipment may include:

- Buckets
- Mops and brushes
- Soap
- Water

Guidelines include:

- Standard and additional precautions
- Policies and guidelines of the clinic

Hazards and risks may include:

- Sharps
- Human waste
- Wet floors
- Stagnant water
- Body fluids
- Animals, insects and vermin
- Expiry dates

Waste may include:

- Infectious waste
- Sharps

Linen may include:

- Bed linen
- Gowns/masks
- Clothing
- Tea towels

RANGE STATEMENT

Sorting may include:

- On-site
- Off-site
- Storage
- Transport

Protective clothing includes:

- Safety glasses
- Gloves
- Gowns
- Masks
- Caps

Unit Sector(s)

Not Applicable