



Australian Government

Department of Education, Employment and Workplace Relations

LMTMF5001A Select, produce and adjust casts for accommodative orthoses

Revision Number: 1

LMTMF5001A Select, produce and adjust casts for accommodative orthoses

Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge necessary in the selection, production and adjustment of casts for accommodative orthoses.

Application of the Unit

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This unit applies to activities associated with selecting, producing and adjusting accommodative orthoses. Significant judgement is required in planning, design, technical or supervisory activities related to products or processes.

Work is generally conducted in a small business situation. Work role may include that of sole practitioner or working directly with medical grade footwear practitioners.

Activities may relate to all the criteria normally required to finalise details associated with establishing timelines and budget development; and agreement of construction requirements.

This unit is applied according to OHS and workplace practices of the enterprise, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling

This unit requires the application of skill associated with communication to interpret assessment and prescription information, discuss and confirm needs with the client and other parties, and complete client records. Team work skills are used to work as a member of a health network. Planning and organising, problem solving and initiative and enterprise are required to select and produce accommodative orthoses to meet the client's needs, using required technology and processes. Self management is required to ensure own work complies with specifications, requirements and quality standards.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Clarify assessments and prescriptions	<p>1.1 Assessments and prescriptions are reviewed to confirm that all required information has been provided</p> <p>1.2 Other parties are consulted, if necessary, to clarify or provide additional information</p>
2 Select stock accommodative orthoses if appropriate	<p>2.1 Stock last is assessed against the required foot shape and size, and assessed if the match is suitable</p> <p>2.2 Stock accommodative orthoses are assessed, if needed, against the required shape and size, and assess if the match is suitable</p> <p>2.3 Fit stock accommodative orthoses are fitted and adjusted if necessary</p>
3 Determine resources required to produce accommodative orthoses	<p>3.1 Appropriate <i>construction techniques</i> and <i>materials</i> to modify or produce accommodative orthoses are selected to suit complexity of shape of orthoses and <i>OHS practices</i></p>
4 Produce accommodative orthoses	<p>4.1 Negative casts for accommodative orthoses are taken using selected materials</p> <p>4.2 Positive casts are produced to give accommodative orthoses of the desired shape and dimensions</p> <p>4.3 Accommodative orthoses are assembled to comply with design specifications</p>
5 Adjust accommodative orthoses	<p>5.1 Orthoses casts are trial fitted to review fit and function</p> <p>5.2 Orthoses are checked, and adjustments and refinements made if necessary, so accommodative orthoses comply with design requirements and established production standards</p>
6 Perform record keeping procedures	<p>6.1 Accommodative orthoses details are included in client files</p> <p>6.2 Associated record keeping activities are completed</p>

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Demonstrates knowledge of:

- impact of relevant medical problems and patient requirements on the accommodative orthoses making process
- elements and principles of accommodative orthoses design and how they can be used to meet specified requirements
- applied anthropometrics of the foot, the variables in and effects of physical force systems (orthoses and footwear) on the body and dimensional, shape and other physical characteristics of commercial footwear
- accommodative orthoses construction and standards; terminology; diagnostic and definitive constructions; modification processes; materials and tools and equipment used
- range of techniques to adjust orthoses to meet specifications
- other practitioners in the field and in major related fields, including their roles, capabilities and limitations
- safety and environmental aspects of relevant workplace activities
- relevant OHS legislation, regulatory requirements, copyright obligations and codes of practice
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- evaluate, problem solve and address a variety of design and construction problems
- use hand and machine tools, and operating computer equipment
- use cutting, adding and grinding techniques
- communicate and work effectively with work colleagues, associates and clients, encompassing team work, client confidentiality and appropriate communication and interpersonal skills
- communicate and interact effectively with clients, component suppliers and in the workplace
- determine report requirements and presenting reports and information in appropriate formats
- read, interpret and follow information on work specifications, standard operating procedures and work instructions and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information

This describes the essential skills and knowledge and their level, required for this unit.

- carry out work according to OHS practices

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

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

Demonstrates skills and knowledge to:

- interpret client specifications and assessments
- assess stock accommodative orthoses in relation to client needs
- determine techniques and resources required to construct accommodative orthoses
- construct and adjust accommodative orthoses to meet specifications
- identify and confirm costs, timelines etc.
- communicate effectively with design team, customers etc.
- apply OHS policies in work operations
- maintain accurate records

Consistently applies skills and knowledge when:

- organising work
- completing tasks
- identifying improvements
- using workplace practices
- using OHS practices
- recording and reporting accidents and incidents
- assessing operational readiness of equipment used and work processes
- recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
- completing work systematically with attention to detail without damage to goods and equipment

Context and specific resources for assessment

Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment and to information on workplace practices and OHS practices.

Guidance information for assessment

This unit may be assessed independently or in combination with other relevant units.

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. Bold italicised wording, if used in the Performance Criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Legislative/regulatory requirements All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.

Construction techniques may include:

- hand tools
- vacuum forming
- heat moulding equipment

Materials may include:

- plaster
- wood
- polyester-nylon
- expandable foams
- casting polyurethane

OHS practices OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may include:

- manual handling techniques
- standard operating procedures
- personal protective equipment
- safe materials handling
- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- other OHS practices relevant to the job and enterprise

Unit Sector(s)

Sector Medical Grade Footwear