



**Australian Government**

# **HLTAHA007 Assist with podiatric procedures**

**Release: 1**

## HLTAHA007 Assist with podiatric procedures

### 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>Minimal changes to the elements and performance criteria. New evidence requirements for assessment including volume and frequency requirements. Minimum work hours added.</p> <p>Removal of pre-requisite. Significant change to knowledge evidence.</p>

### Application

This unit describes the skills and knowledge required to assist with procedures performed by the podiatrist. Procedures may include surgical procedures of the skin and nails; preparation, modification and repair of orthotic devices and footwear.

This unit applies to allied health assistants and should be performed under the direction and supervision (direct, indirect or remote) of an allied health professional.

*The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.*

### Elements and Performance Criteria

#### ELEMENT

#### PERFORMANCE CRITERIA

*Elements define the essential outcomes*

*Performance criteria describe the performance needed to demonstrate achievement of the element.*

1. Prepare for the surgical podiatry procedure

1.1 Obtain information from the podiatrist and the client's record, including the podiatry care plan relevant to the procedure to be undertaken

1.2 Determine client availability according to organisation protocols

1.3 Conform to all infection control guidelines and requirements specified by the National Infection Control Guidelines for Podiatrists and the protocols of the organisation

1.4 Ensure the environment in which the procedure is to

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be performed conforms to work health safety (WHS) standards and protocols

1.5 Gather necessary equipment, instruments and materials

1.6 Prepare the environment for surgery, including cleansing and disinfecting of surfaces, equipment and materials

1.7 Ensure all instruments, dressings and related materials have undergone sterilisation according to the guidelines and protocols

1.8 Ensure work flow and set up for work flow by additional persons in the environment comply with the guidelines and protocols

2. Assist with the surgical podiatry procedure

2.1 Determine procedural requirements from the client's record and the treating podiatrist

2.2 Provide the physical environment required to meet procedural requirements in a manner that is safe for the client as directed by the podiatrist

2.3 Follow the directions of the podiatrist to provide assistance during the procedure

2.4 Follow all infection control and WHS protocols to ensure the procedure conforms to organisation, state, national and legislated requirements

2.5 Assist with care and supervision of the patient during procedure

2.6 Follow directions for instrument handling, equipment handling material handling and any additional assistance required from the podiatrist

2.7 Safely and correctly use equipment and instrumentation to collect assessment information

2.8 Follow organisation guidelines and protocols for the safe and appropriate handling and disposal of hazardous and sharps materials

2.9 Provide documentation assistance and support as directed by the podiatrist

**ELEMENT****PERFORMANCE CRITERIA**

*Elements define the essential outcomes*

*Performance criteria describe the performance needed to demonstrate achievement of the element.*

3. Assist with templating for manufacture of orthotic devices

3.1 Determine requirements from the client's record and treating podiatrist

3.2 Gather equipment and materials required for templating and foot measurement

3.3 Provide the physical environment required to meet procedural requirements in a manner that is safe for the client and operator

3.4 Assist with templating and foot measurement according to podiatrist's instruction

3.5 Work with podiatrist and client, within organisation guidelines, to determine appropriate follow up and further appointments

4. Assist with modification to orthoses and footwear

4.1 Determine procedural requirements from the client's record and the treating podiatrist

4.2 Seek assistance or clarification to procedural directions

4.3 Provide the physical environment required to meet procedural requirements in a manner that is safe

4.4 Assist with modifications according to the treatment plan and prescriptions from supervising podiatrist

4.5 Present modified orthoses or footwear to podiatrist for assessment

4.6 Interpret and respond to instructions from podiatrist regarding further procedural or modification requirements

4.7 Provide instructions and assistance to client as directed by the podiatrist

4.8 Work with podiatrist and client, within organisation guidelines, to determine appropriate follow up and further appointments

4.9 Use machinery and equipment for modifications in accordance with manufacturer's guidelines, WHS requirements and organisation protocols

**ELEMENT****PERFORMANCE CRITERIA**

*Elements define the essential outcomes*

*Performance criteria describe the performance needed to demonstrate achievement of the element.*

5. Assist with support and advice to clients in the selection of footwear

- 5.1 Under the guidance of podiatrist use appropriate devices and procedures to measure for fit
- 5.2 Confirm measurements with supervising podiatrist
- 5.3 Under the guidance of supervising podiatrist support and educate client in the selection of footwear and fit
- 5.4 Seek assistance or clarification to procedural directions
- 5.5 Work with podiatrist and client, within organisation guidelines, to determine appropriate follow up and further appointments

6. Comply with supervisory requirements

- 6.1 Provide podiatry assistance according to the instruction of treating podiatrist
- 6.2 Provide client progress feedback to the treating podiatrist
- 6.3 Seek assistance when client presents with needs or signs outside limits of own authority or competence
- 6.4 Report client difficulties and concerns to the treating podiatrist
- 6.5 Implement variations to the podiatry care according to the advice of the treating podiatrist

7. Clean, sterilise and store equipment

- 7.1 Clean equipment according to manufacturers and organisation requirements
- 7.2 Prepare equipment and instruments for sterilisation according to organisation protocols
- 7.3 Store equipment according to manufacturers requirements and organisation protocols
- 7.4 Report equipment faults to appropriate person
- 7.5 Ensure consultation environment is maintained according to guidelines and organisation protocols

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8. Document client information

8.1 Use accepted protocols to document information in line with organisation requirements

8.2 Use appropriate terminology to document client information

**Foundation Skills**

*The Foundation Skills describe those required skills (such as language, literacy, numeracy and employment skills) that are essential to performance.*

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

**Unit Mapping Information**

No equivalent unit.

**Links**

Companion Volume implementation guides are found in VETNet -

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