



**Australian Government**

**Assessment Requirements for HLTAHA025  
Contribute to client flow and client  
information management in medical  
imaging**

**Release: 1**

# Assessment Requirements for HLTAHA025 Contribute to client flow and client information management in medical imaging

## 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.</p>

## Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in 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:

- supported the flow of 3 different clients, 1 in a simulated environment and 2 in the workplace, through a medical imaging unit
- assisted 3 different clients, 1 in a simulated environment and 2 in the workplace, to follow required radiation and safety procedures

## Knowledge Evidence

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

- awareness and understanding of requirements for those dispensing ionising radiation to hold a Use License with the appropriate authority in that state/territory
- client issues that might affect the imaging process and how to respond within the organisation policies and protocols, including:
  - anxiety
  - confusion
  - hoist requirement
  - behaviours of concern
  - interpreter requirements
  - clothing requirements for imaging

- client manual handling requirements for lifting and transferring in the medical imaging environment
- infection control requirements in the medical imaging environment
- information technology (IT) terms and meanings in relation to imaging file transfer and risks and ramifications of renaming files
- a range of medical imaging processes, what they are used for, the procedure and length of time to undertake the procedure and the images produced by each procedure, including:
  - general radiography
  - mammography
  - fluoroscopy
  - computed tomography (CT) scanning
  - magnetic resonance imaging (MRI) scanning
  - ultrasound
  - angiography
  - bone densitometry
- legal and ethical considerations relevant to medical imaging:
  - privacy, confidentiality and disclosure
  - work health and safety (WHS) requirements within the medical imaging environment, including personal safety requirements in an MRI environment and hierarchy of MRI field control measures
- personal radiation safety requirements in the medical imaging environment, including:
  - radiation protection principles
  - hierarchy of control measures
  - responsibilities of employees and employers under relevant regulations and codes of practice
  - emergency procedures
  - use and care of personal protective equipment and monitoring equipment
  - safety signs and their meaning
- principles and practices of effective client flow and list management
- quality requirements associated with the flow of clients in the medical imaging environment
- organisation policies and protocols in relation to client flow in medical imaging and work role
  - electronic and paper appointment management systems
  - processes for acquiring and processing previous client information
  - systems for filing client data and other information
  - protocols for the dispatch of client reports
- sterile technique requirements in the medical imaging environment
- sources of client data and information, including:
  - picture archiving and communication system (PACS)
  - radiology information system (RIS)

- hospital information system (HIS)

## Assessment Conditions

All aspects of the performance evidence must have been demonstrated using simulation prior to being demonstrated in a therapeutic workplace under direction and supervision (direct, indirect, remote) as determined by the medical imaging professional.

The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
  - medical imaging equipment and guidelines
  - radiation management plan
  - personal protective equipment
- modelling of industry operating conditions and contingencies, including provision of services to real people

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>