



Australian Government

**Assessment Requirements for HLTHSS010
Handle and move equipment, goods and
mail**

Release: 1

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- follow organisational procedures in the workplace or simulation on at least two occasions to:
 - interpret instructions
 - deliver equipment or goods
 - deliver mail both internally and externally
 - complete necessary documentation.

Knowledge Evidence

Demonstrate knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- relevant organisation procedures relating to:
 - manual handling
 - infection control practices
 - personal protective equipment
 - privacy and confidentiality
 - security
 - delivery points, routes and schedules
 - precautions for adverse weather conditions
 - handling, moving or transporting:
 - electronic, computer and mechanical equipment
 - beds and furniture
 - parcels, mail and boxes
 - fragile and perishable items
 - confidential items
 - pathology specimens
 - hazardous substances.

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that models industry operating conditions as specified in the performance evidence.

Assessment must ensure access to:

- use of suitable facilities equipment and resources that reflect real working conditions and model industry operating conditions and contingencies
- personal protective equipment (PPE)
- transport equipment
- sorting equipment for mail
- organisation policies and procedures manuals.

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 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>