



Australian Government

Department of Education, Employment and Workplace Relations

HLTAHW307B Identify community health issues, needs and strategies

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit describes basic research skills and knowledge required to gather and interpret information on the community's health

Information may be gathered for a specific purpose (eg: developing a specific program or project) or for the purpose of maintaining a community health profile

Application of the Unit

Application

This unit is intended to address skills and knowledge required by those working with Aboriginal or Torres Strait Islander communities, to deliver a specific range of health care services

Direction may be provided by close supervision or established guidelines that limit discretion

Research is to be conducted within local and jurisdictional research guidelines

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Not Applicable

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. *Gather information on community health*

PERFORMANCE CRITERIA

- 1.1 Consult community representatives to establish their priorities and obtain agreement to gather information
- 1.2 Locate information sources as required to identify current community health issues
- 1.3 Consult *key people* from the community to obtain and confirm information on community health issues
- 1.4 *Record information* in line with community and organisation requirements
- 1.5 Ensure information recorded maintains individual privacy and confidentiality
- 1.6 Conduct, record and report research in line with ethical standards and showing respect for communities, families and individuals involved

ELEMENT**PERFORMANCE CRITERIA**

2. Compile information

2.1 Compile information in systems and formats in line with organisation requirements

2.2 Assist *co-ordinator/researcher* to document findings into written reports

2.3 Provide assistance to identify and document community impact of emerging trends and issues

3. Interpret information on community health

3.1 Use information from community consultation to clarify effectiveness of existing health promotion, education, services and programs

3.2 Use information from community consultation to plan health promotion, education, services and programs

4. Provide feedback to community and organisation

4.1 Advise key people in the community of the outcomes *of the research*

4.2 Present information to organisation to contribute to planning health service provision

4.3 Keep organisation informed of any community or ethical issues relating to research activities being planned or conducted in the community

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

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:

- Relevant policies, protocols and procedures of the organisation, governments and other organisations
- Relevant equipment and technology
- Local resources
- Sources of information and ways to access
- Formats for compiling information
- Community development principles
- Respect for community ownership of data

Essential skills:

It is critical that the candidate demonstrate the ability to:

- Undertake research related to health issues of an Aboriginal and/or Torres Strait Islander community and/or individual clients
- Compile and interpret research findings and use the information to provide input into planning health promotion and care services

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:

- Use oral and/or written reporting skills, as required to fulfil job requirements
- Network effectively
- Apply effective presentation skills

REQUIRED SKILLS AND KNOWLEDGE

- Communicate effectively
- Analyse information, and formulate conclusions
- Apply principles of community development
- Use relevant equipment and technology

Evidence Guide

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 this Training Package.

Critical aspects of assessment:

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- Consistency of performance should be demonstrated over the required range of situations relevant to the workplace
- Where, for reasons of safety, space, or access to equipment and resources, assessment takes place away from the workplace, the assessment environment should represent workplace conditions as closely as possible

EVIDENCE GUIDE

Conditions of assessment:

This unit includes skills and knowledge specific to Aboriginal and/or Torres Strait Islander culture

Assessment must therefore be undertaken by a workplace assessor who has expertise in the unit of competency or who has the current qualification being assessed and who is:

- Aboriginal or Torres Strait Islander him/herself

or:

- accompanied and advised by an Aboriginal or Torres Strait Islander person who is a recognised member of the community with experience in primary health care

Context of assessment:

Competence should be demonstrated working individually, under supervision or as part of a primary health care team working with Aboriginal and/or Torres Strait Islander clients

Assessment should replicate workplace conditions as far as possible

Related units:

This unit may be assessed independently or in conjunction with other units with associated workplace application

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. 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.

Cultural respect

This competency standard supports the recognition, protection and continued advancement of the inherent rights, cultures and traditions of Aboriginal and Torres Strait Islander peoples

It recognises that the improvement of the health status of Aboriginal and Torres Strait Islander people must include attention to physical, spiritual, cultural, emotional and social well-being, community capacity and governance

Its application must be culturally sensitive and supportive of traditional healing and health, knowledge and practices

Community control

Community participation and control in decision-making is essential to all aspects of health work, and the role of the health worker is to support the community in this process

RANGE STATEMENT

Supervision

Supervision must be conducted in accordance with prevailing state/territory and organisation legislative and regulatory requirements

References to supervision may include either direct or indirect supervision of work by more experienced workers, supervisors, managers or other health professionals

A person at this level should **only** be required to make decisions about clients within the organisation's standard treatment protocols and associated guidelines

Legislative requirements

Federal, state or territory legislation may impact on workers' practices and responsibilities. Implementation of the competency standards should reflect the legislative framework in which a health worker operates. It is recognised that this may sometimes reduce the application of the Range of Variables in practice. However, assessment in the workplace or through simulation should address all essential skills and knowledge across the Range of Variables

Aboriginal and/or Torres Strait Islander Health Workers may be required to operate in situations that do not constitute 'usual practice' due to lack of resources, remote locations and community needs. As a result, they may need to possess more competencies than described by 'usual practice circumstances'

Under all circumstances, the employer must enable the worker to function within the prevailing legislative framework

RANGE STATEMENT

Information gathering responsibilities may include:

- Preparing information for planning new services, reviewing existing services, providing advice to management (for use in policy development, strategic planning, marketing and promotion)
- Providing information specific to an organisation, its clients, interests and relationship with the wider community
- Initiating and brokering research activities to ensure specific client interests and issues are respected and addressed

Information may include:

- Community characteristics
- Research data from a range of sources, including client recall systems
- Views and opinions
- Statistics
- Other relevant documents regarding community health issues
- Relevant records, correspondence and reports

Key people may include:

- The local community
- Those within and external to the organisation and community
- Community leaders and representatives
- Agency/ service representatives
- People with an interest in the outcomes of the research

Information is gathered by:

- Interviews and discussions with individuals and groups
- Using networks and established forums
- Qualitative and/or quantitative measurements
- Reviewing existing documents, records and statistics

RANGE STATEMENT

- Recording of information may be:*
- In writing
 - Verbally, by reporting to other required persons
 - Photographed
 - Filmed

- Appropriate systems and formats for compiling information may include:*
- Specified formats for preparing reports
 - Maintaining databases
 - Noting information on records systems
 - Advising appropriate people of the information gathered

- Research co-ordinator is:*
- The person assigned the responsibility of ensuring required research is undertaken, analysed and implemented
 - This person may be a manager of health work with broad responsibilities, or a person employed for specific research purposes

- Advice of research outcomes may be by:*
- Preparation and circulation of reports
 - Verbal reporting at meetings or to individuals
 - Presentations to meetings or other organisations

Unit Sector(s)

Not Applicable