



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **HLTDP602D Gather data, conduct dental prosthetic examination and develop treatment plan**

**Release: 1**

## HLTDP602D Gather data, conduct dental prosthetic examination and develop treatment plan

### Modification History

HLT07 Version 4	HLT07 Version 5	Comments
HLTDP602C Gather data, conduct dental prosthetic examination and develop treatment plan	HLTDP602D Gather data, conduct dental prosthetic examination and develop treatment plan	ISC upgrade changes to re legislation and replace with legislation. No change to c

### Unit Descriptor

#### Descriptor

This unit of competency describes the skills and knowledge required to obtain accurate, complete and legal records of the client's personal, medical and dental information

It also describes the skills and knowledge to develop a treatment plan prior to removable dental prosthetic treatment

All procedures are carried out in accordance with work health and safety (WHS) policies and procedures, current infection control guidelines, Australian and New Zealand Standards, State/Territory legislative requirements and organisation policy

### Application of the Unit

#### Application

This unit applies to work in dental prosthetics at advanced diploma level

### Licensing/Regulatory Information

Not Applicable

## Pre-Requisites

### Pre-requisite units

This unit must be assessed after successful achievement of pre-requisites:

- HLTIN301C Comply with infection control policies and procedures
- HLTIN302C Process reusable instruments and equipment in health work
- HLTWHS401A Maintain workplace WHS processes

## 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. Obtain a complete client history

### PERFORMANCE CRITERIA

- 1.1 Obtain accurate, complete and legal records of the client's personal, medical and dental history
- 1.2 Check accuracy of *information* with the client or where appropriate carer/guardian
- 1.3 Verify information with appropriate practitioner, where required by *relevant guidelines or legislation*

## ELEMENT

## PERFORMANCE CRITERIA

- |  |   |
|--|---|
| 2. Consult medical history of client                             | 2.1 Consult and use appropriate medical history in determining requirements for removable dental prosthetic treatment<br>2.2 Consult client and/or carers about medical history to ensure it is accurate and current  |
| 3. Obtain and record client data                                 | 3.1 Record relevant information legibly, accurately and completely<br>3.2 Assist clients and/or carers to complete data forms as required<br>3.3 Obtain and document consent following ethical and legal requirements<br>3.4 Obtain client and/or carer signature where possible, to signify accuracy of the statement<br>3.5 Maintain client confidentiality   |
| 4. Assess oral status for removable dental prosthetic procedures | 4.1 Assess intra-oral status accurately in accordance with relevant guidelines and legislation<br>4.2 Modify examination procedures according to the specific needs of the client   |
| 5. Develop a removable dental prosthetic treatment plan          | 5.1 Interpret and evaluate the results of removable dental prosthetic examinations<br>5.2 Consider the client's medical and dental history when developing a treatment plan<br>5.3 Make <i>prosthetic assessment</i> in accordance with organisation procedures<br>5.4 Consult dentist/doctor where appropriate and in accordance with legislative guidelines<br>5.5 Refer client to dentist/doctor where appropriate<br>5.6 Observe centric and eccentric mandibular movements |
| 6. Obtain client/carer consent                                   | 6.1 Involve the client and/or carer in discussions about their treatment using language that is understandable to them<br>6.2 Provide full details about removable dental prosthetic treatment options and the risks and benefits of the treatment<br>6.3 Allow sufficient time to discuss treatment options with client and/or carer<br>6.4 Help clients understand the effects of treatment or no   |

## ELEMENT

## PERFORMANCE CRITERIA

- treatment and to clarify their preferences
- 6.5 Ensure flexibility of client services that consider client's special needs
- 6.6 Obtain and document consent following ethical and legal requirements

## 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:

- Applied oral anatomy
  - dentition - arrangement of the teeth, naming and coding of teeth
  - structures of the oral cavity - hard and soft palate, lateral and posterior borders of the oral cavity, tongue and floor of the mouth
  - teeth - form and function
- Dental and medical records and charts including:
  - confidentiality of client records
  - FDI notation and Palmer notation systems and charting symbols for tooth surfaces, cavities and other dental problems
  - informed consent
  - items that constitute a dental record
  - knowledge of correct dental terminology and how it is used in dental charting
  - privacy principles
  - the purpose and requirements for maintaining accurate records of examination, treatments, materials used and drugs/medicaments prescribed
  - the purpose of study casts and the materials used in their construction
  - the reasons for taking radiographs and photograph
- Fundamental knowledge of oral pathology including:
  - benign lesions of bone
  - dental caries and periodontal disease
  - infectious diseases including bacterial, fungal and viral infections
  - inflammation

- oral cancer
- physical injuries to soft tissue including burns and ulceration
- physical injuries to the teeth including erosion, attrition and abrasion
- reactive connective tissue including hyperplasia
- regeneration and repair
- Components of intra-oral and extra-oral examination
- Cultural issues which may affect dental examinations and treatment
- Disability awareness and social justice principles
- Factors that may influence dental management plan (general physical characteristics)
- Infection control policies and procedures
- Normal variance of structure and function of dental prosthetic devices
- Occlusion in relation to removable dental prosthetic treatment
- WHS policies and procedures
- Procedures and rationale for referral
- Quality treatment modalities and fostering of reflective learning practices for all staff
- Rationale for the removable dental prosthetic examination
- Relevant current legislation including registration and insurance

*Essential skills:*

It is critical that the candidate demonstrate the ability to

- Consistently prepare clients, environments, instruments and materials for prosthetic examination
- Consistently comply with WHS procedures
- Consistently implement standard precautions

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:

- Consistently apply standard and additional precautions during all prosthetic procedures
- Consistently demonstrate interpersonal skills when relating to people from a range of social, cultural and religious backgrounds and physical and mental abilities
- Consistently make accurate, complete and legal records of the client's personal, medical and dental information
- Consistently perform extra-oral removable dental prosthetic examination
- Consistently perform intra-oral removable dental prosthetic examination
- Consistently recognise healthy oral tissue and identify a departure from normal physical and radiographic appearance
- Consistently demonstrate communication skills as required in fulfilling the job role as specified by the dental practice/organisation including:
  - acknowledging and responding to a range of views

- active listening
- asking for clarification from client and/or carer
- asking questions
- negotiation
- Consistently deal with conflict
- Consistently work with others and display empathy with client and relatives
- Consistently use problem solving skills required including:
  - selecting and preparing instruments, equipment and materials as required for specific removable dental prosthetic procedure
  - using available resources
- Recognise, respond to and assist with dental and medical emergencies

## 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 for assessment and evidence required to demonstrate this competency unit:*

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- Observation of workplace performance is essential for assessment of this unit
- Consistent compliance with infection control guidelines, Australian and New Zealand Standards and legislative requirements as they relate to the dental prosthetist's specific job role
- Consistency of performance should be demonstrated over the required range of workplace situations

*Context of and specific resources for assessment:*

- Where, for reasons of safety, access to equipment and resources and space, assessment takes place away from the workplace, simulations should be used to represent workplace conditions as closely as possible

*Method of assessment*

- Evidence of essential knowledge and understanding may be provided by:
  - traditional or online (computer-based) assessment
  - questions during workplace assessment
  - written assignments/projects
- Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice.
- Staff and/or client feedback
- Supporting statement of supervisor
- Authenticated evidence of relevant work experience and/or formal/informal learning
- Role play/simulation

*Access and equity considerations:*

- All workers in the health industry should be aware of access and equity issues in relation to their own area of work
- All workers should develop their ability to work in a culturally diverse environment
- In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
- Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities

## **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.



- Client information may include:*
- Completion of medical/dental history questionnaire
  - Consent form for minors
  - Contact details
  - Date of birth
  - Information from carer/guardian, where appropriate
  - Language/s spoken
  - Medical practitioner details and medical history
  - Medical/dental health insurance fund
  - Name (family name, given names and preferred name)
  - Name and contact details of parent, next-of-kin, guardian or advocate, if relevant
  - Pension details, if relevant
  - Private and government entitlement, if relevant
  - Referral and source

- Relevant guidelines or legislation may include but is not limited to:*
- Relevant practitioner legislation and regulation
  - Organisation policies and procedures
  - State, territory and commonwealth legislation including:
    - Anti-Discrimination Acts
    - current infection control guidelines
    - disability policy, programs and legislation
    - equal employment opportunity
    - Guardianship Act
    - Hazardous Substances Act
    - Mental Health Act
    - WHS policies and procedures
    - relevant legislation in regard to consent to undertake removable dental prosthetic procedures

Prosthetic assessment *may include:*

- Assessment of existing denture
  - denture wearing history
  - extension of existing denture
  - assessment of retention
  - assessment of stability
- Assessment of appropriate freeway space
- Assessment of appearance
- Hard tissues
- Soft tissues
- Temporomandibular joint and related musculature

*Specific needs may include but are not limited to:*

- A client's disability
- A client's location
- A client's economic circumstances
- A client's language
- A client's culture
- A client's communication needs

## **Unit Sector(s)**

Not Applicable