



Australian Government

Department of Education, Employment and Workplace Relations

HLTPAT306C Perform blood collection

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Descriptor

This unit of competency describes the skills and knowledge required for routine blood collection from a defined client group, and excludes complex blood collection techniques

Application of the Unit

Application

Work performed requires a broad knowledge base and the ability to apply solutions to a defined range of unpredictable problems

Individuals will take responsibility for their own outputs and limited responsibility for the quantity and quality of output of others

All tasks are conducted in accordance with organisation policies and procedures including OHS and infection control 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

PERFORMANCE CRITERIA

1. Greet client and apply pre-test criteria

- 1.1 Correctly identify client
- 1.2 Obtain relevant personal and clinical information in accordance with organisation policies and procedures
- 1.3 Record relevant details in accordance with organisation policies and procedures
- 1.4 Obtain consent to collection procedure from client

2. Prepare for blood collection procedure

- 2.1 Identify appropriate method of *collection* is identified and follow correct procedures
- 2.2 Adopt standard and additional precautions as required
- 2.3 Select correct *equipment* and blood collection tubes and place in order of draw to ensure the collection accords with test requested
- 2.4 Follow *organisation procedures*

ELEMENT**PERFORMANCE CRITERIA**

3. Perform relevant routine blood collection procedure
- 3.1 Follow infection control guidelines throughout procedure to minimise infection/cross infection
 - 3.2 Adopt standard and additional precautions as required
 - 3.3 Ensure client is correctly and comfortably positioned and appropriately prepared for the specific collection procedure
 - 3.4 Seek assistance with procedure if required
 - 3.5 Select appropriate collection site and blood collected using *correct procedure* and equipment
 - 3.6 Observe client during procedure for potential adverse effects
 - 3.7 Transfer correct volume of blood to the selected collection tubes in the set order of draw
 - 3.8 Invert collection tubes within timeframe required and according to organisation policies and procedures
 - 3.9 Apply pressure to collection site for the required time following withdrawal of needle
 - 3.10 Observe and dress blood collection site, and monitor client for adverse effects from the collection
4. Perform post-blood collection procedures
- 4.1 Dispose of contaminated and general waste in accordance with infection control protocols and organisation policies and procedures and taking into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
 - 4.2 Label blood collection tubes with time and date of collection, client details and other required information
 - 4.3 Complete all necessary documentation and information transfer so samples can be advanced to further processing in accordance with organisation procedures
 - 4.4 Prepare collected samples for transit to further processing or are *stored* according to requirements of test(s)

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:

- Basic knowledge of human anatomy and physiology in relation to the vascular, arterial and nervous system and relevant to the variety of blood collection procedures and collection sites
- Boundaries of responsibilities and ability to refer problems to supervisor
- Clinical risks of blood collection procedures
- Correct techniques for blood collection through venepuncture or skin puncture
- Ethics relevant to blood collection
- Factors which may affect the chemical analysis of blood
- Function of needles and syringes, tourniquets, cleansing solutions and swabs and evacuated systems
- Medical terminology relevant to blood collection
- Obligations with respect to confidentiality of client information
- Specimen storage procedures
- Test requested and any special requirements, e.g. appropriate times to collect, impact of drugs, timing of last dose, required fasting times, protecting the integrity of the specimen
- The use of collection tube additives, including EDTA, sodium citrate, lithium/sodium heparin, fluoride oxalate, separation gel

Essential skills:

It is critical that the candidate demonstrate the ability 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:

- Apply assessment skills for determination of appropriate blood collection site and procedure
- Apply knowledge of anatomy and physiology relevant to blood collection
- Apply relevant OHS procedures

REQUIRED SKILLS AND KNOWLEDGE

- Apply standard and additional precautions
- Apply transferring technique to avoid contamination
- Comply with organisation policies and procedures including OHS and infection control
- Correctly label blood collection tubes
- Demonstrate procedures to be implemented to resolve complications resulting from venepuncture
- Demonstrate the function of needles and syringes, tourniquets, cleansing solutions and swabs, evacuated systems, and other equipment and disposables
- Demonstrate the procedure for client identification
- Demonstrate the use of all blood collection equipment appropriate to a range of collection sites and procedures
- Exhibit an appropriate level of care reflecting courtesy, responsiveness and helpfulness
- Operate applicable laboratory information system
- Select appropriate transit procedure and documentation, or selection of appropriate storage
- Select equipment and prepare blood collection tubes for a specific, or a series of, pathology test(s), excluding arterial punctures, arterial/venous fistula, or shunt punctures or disconnections
- Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
- Undertake first aid management relevant to risks of blood collection
- Work cooperatively in a team environment
- Work without close supervision

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 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
- Consistency of performance should be demonstrated over the required range of situations relevant to the

EVIDENCE GUIDE

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

Context of and specific resources for assessment:

- A real or simulated workplace environment to mimic the relations and communications between client reception, blood collection, specimen reception and the laboratory
- use of an artificial/training arm or mannequin as required
- All necessary blood collection equipment and tubes
- An approved laboratory procedure manual

Method of assessment

- Observation in the work place
- Written assignments/projects or questioning should be used to assess knowledge
- Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice
- Clinical skills involving direct client care are to be assessed initially in a simulated clinical setting (laboratory). If successful, a second assessment may be conducted during workplace application under direct supervision
- Verbal and/or diagrammatic explanations
- Practical exercises and tasks
- Question and answer (verbal)
- Short written exercises, including multiple choice
- Client feedback
- Recollection rates

EVIDENCE GUIDE

- 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

Related units:

This unit should be assessed in conjunction with the following related unit:

- HLTPAT308C Identify and respond to clinical risks associated with pathology specimen collection

Holistic assessment practice with other pathology units of competency is encouraged

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.

RANGE STATEMENT

Blood collection is in accordance with organisation policies and procedures and relates to:

- Venepuncture on adults, adolescents, paediatrics and born-at-term neonates
- Capillary collection from adults, adolescents, paediatrics and born-at-term neonates, but not including premature neonates
- Other blood collections as specified by organisation policy

Complex blood collection techniques (not covered by this unit) include blood collection:

- From premature neonates
- Via peripherally inserted central catheter
- Arterial collections via lines or artery
- Other blood collections as specified by organisation policy

Blood sample requests will come from:

- Registered medical practitioner,
- Nominated nursing staff eg nurse practitioner

Personal protective equipment includes:

- Gloves
- Gowns
- Masks
- Goggles and safety glasses

Venues for collection may include:

- Centres/clinics
- Home visits - invalid, elderly or disabled clients
- Hospitals
- Other facilities including aged care and mental health facilities

Blood collection procedures may include:

- Skin puncture
- Venepuncture

RANGE STATEMENT

Equipment and disposables include:

- Tourniquets
- Collection tubes
- Vacuum flasks
- Range of syringes and needles
- Multi-sample needle and holder
- Winged infusion set ("butterfly")
- Evacuated blood collection equipment
- Lancets
- Sharps containers
- Steri-wipes
- Dressings
- Local anaesthetic skin cream

Correct storage requirements of specimens may include:

- Use of ice or dry ice
- Maintenance of warm temperature
- Timely transfer to storage
- Protection from light

Unit Sector(s)

Not Applicable