



Australian Government

Department of Education, Employment and Workplace Relations

HLTPAT410C Collect pathology specimens other than blood for specialised testing

Release: 1

HLTPAT410C Collect pathology specimens other than blood for specialised testing

Modification History

Not Applicable

Unit Descriptor

Descriptor

This unit of competency describes the skills and knowledge required to follow procedures for collection of pathology specimens other than blood from clients for specialised pathology testing. The range of collections includes those normally performed by pathology collectors, and excludes collections normally undertaken by other health professionals.

Application of the Unit

Application

Work performed requires a broad knowledge of varied activities and the ability to apply solutions to a wide range of non-routine and complex problems. Individuals will take responsibility for their own outputs, and provide some guidance and leadership to others to achieve outputs. All tasks are conducted in accordance with relevant federal, state and territory legislation and organisation policies and procedures including OHS and infection control guidelines.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Pre-requisite unit

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

- HLTPAT304C Collect pathology specimens other than blood

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. Prepare for specimen collection | 1.1 Correctly identify <i>pathology request</i> and <i>client</i> |
| | 1.2 Identify precise nature and requirements of the test request |
| | 1.3 Explain procedure to client and obtain consent in accordance with legal requirements and <i>organisation policy</i> and procedure |
| | 1.4 Obtain relevant clinical information and record in accordance with organisation policies and procedures |
| | 1.5 Ensure client is correctly and comfortably positioned and prepared for the collection procedure |
| | 1.6 Comply with <i>pre-test criteria</i> |
| | 1.7 Refer pathology request to manager or appropriate health professional if required |
| | 1.8 Select and prepare <i>equipment</i> and disposables and correct collection containers for the specialised test |
| | 1.9 Maintain standard and additional precautions |
| | 1.10 Use <i>personal and protective equipment</i> correctly |
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| 2. Perform procedure for specialised test | 2.1 Seek assistance of pathologist or medical scientist if required according to organisation policy and procedure |
| | 2.2 Prepare collection site according to organisation policy and procedure |
| | 2.3 Follow infection control procedures throughout collection procedure |
| | 2.4 Follow <i>correct procedure</i> for collection of sample |
| | 2.5 Follow organisation policy and procedures for safe handling of pathology and non pathology specimens |

ELEMENT**PERFORMANCE CRITERIA**

3. Perform post collection procedures

- 3.1 Dispose of waste in accordance with organisation policies and procedures
- 3.2 Complete *documentation*
- 3.3 Check collection site
- 3.4 Cover collection site appropriately if required
- 3.5 Correctly position client and make them comfortable
- 3.6 Monitor client during and on completion of collection procedure to identify potential adverse outcomes
- 3.7 Provide relevant information and instructions to client
- 3.8 Notify *appropriate staff* if required so that the client's condition can be monitored

ELEMENT**PERFORMANCE CRITERIA**

- | | |
|---|---|
| 4. Label and store specimens for transportation | 4.1 Label specimens in accordance with International Standards Organisation 9000 or National Association of Testing Authorities standards
4.2 Process specimens and store them correctly
4.3 Ensure specimens are appropriately contained for transport |
|---|---|

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:

- Abbreviations commonly used in a clinical laboratory
- Basic anatomy and physiology relevant to types of pathology collections and locations of collection sites
- Basic medical terminology used in a clinical laboratory
- Client care in relation to the range of specialised tests
- Correct storage methods for specialised test specimens and fixatives
- General knowledge of pathology laboratories e.g. various departments and specialised tests performed
- Identification of clinical risks and response procedures in relation to the range of specialised tests
- Obligations with respect to confidentiality of client information and relevant legal and ethical issues
- Range of specialised tests and appropriate collection conditions
- Understanding of special test requested and any critical requirements

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

REQUIRED SKILLS AND KNOWLEDGE

the context of the identified work role

This includes the ability to:

- Apply standard and additional precautions
- Comply with organisation policies and procedures including OHS, infection control etc
- Demonstrate correct techniques for safe collection of a range of pathology specimens (excluding blood) for specialised testing
- Demonstrate correct techniques for safe collection of pathology specimens from paediatrics and neonates
- Demonstrate knowledge of pre-test criteria for the range of specialised tests
- Exhibit an appropriate level of care reflecting courtesy, responsiveness and helpfulness
- Follow relevant occupational health and safety procedures
- Maintain client confidentiality
- Operate applicable information system
- Perform pathology collections for specialised tests
- Provide clear explanation of intended procedure and obtain consent
- Recognise boundaries of responsibilities and ability to refer problems to supervisor, pathologist, scientist or other appropriate health professional
- Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
- Use numeracy skills ranging from the ability to complete basic arithmetic calculations, weighing and measuring requirements, and recording data
- Use oral communication skills and language competence required to fulfil job role in a safe manner and as specified by the organisation, including skills in:
 - asking questions
 - providing clear information
 - listening to and understanding workplace instructions
 - clarifying workplace instructions when necessary
- Use problem solving skills required including ability to use available resources and apply solutions to a wide range of non-routine and complex problems
- Use reading and writing skills required to fulfil job roles in a safe manner and as specified by the organisation at a level of skill that includes reading and interpreting requests for pathology specimens, completing appropriate clinical and other documentation, and comprehension of complex and relevant policies and procedures
- Use time management strategies to set priorities
- Work cooperatively in a team environment and unsupervised

Evidence Guide

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 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

Method of assessment may include:

- Observation in the work place (if possible)
- 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 is to be conducted during workplace application under direct supervision
- Interviewing and questioning
- Computer-aided assessment
- Formal appraisal systems
- Staff/client feedback

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 can be assessed independently; however holistic assessment practice with other pathology collection 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.

- Pathology request may:*
- Be in writing
 - Be made by a medical or authorized nurse practitioner
 - And must be in accordance with relevant legislation

RANGE STATEMENT

Clients may include:

- Adults
- Adolescents
- Paediatrics
- Neonates

Organisation policy and procedures may relate to:

- Collection and documentation of client personal and clinical information
- Confidentiality of client information
- Preparation for specimen collection procedures
- Performance of specimen collection procedures
- Infection control
- Occupational health and safety
- Consent
- Specimen preparation, labelling, storage and transport
- Maintenance of specimen integrity
- Documentation and recording keeping
- Handling of waste

Pre-test criteria may include:

- Client identification and other relevant details
- Dietary restrictions
- Collection of clinical information relevant to specialised test
- Appropriate procedures for neonate and paediatric clients may require specialised skills and knowledge

RANGE STATEMENT

Equipment and disposables may include:

- Syringes
- Needles
- Alcohol wipes
- Breath collection devices
- Slides
- Formalin
- Gauze
- Sweat inducer and related equipment
- Bandage
- Specimen container
- Band-Aids
- Swabs
- Scalpel blades

Specialised tests may include:

- Mantoux test reading
- Sweat chlorides
- Prolonged breath test
- Herpes simplex swab
- Nasopharyngeal aspirates
- Specialised tests as determined by organisation policies and procedures
- Specialised collections which are normally undertaken by Pathology Collectors, and which are in accordance with State and Territory legislation.

Personal protective equipment includes:

- Gloves
- Gowns
- Aprons
- Masks
- Protective eye wear

Infection control procedures may include:

- Standard and Additional precautions
- Collection site preparation
- Waste handling and disposal

RANGE STATEMENT

Waste may include:

- Clinical waste
- Sharps
- General waste
- Personal and confidential waste

Documentation may include:

- Record of test procedures
- Complete and sign request form
- Medical Record notation
- Labelling
- Data entry

Appropriate staff may include:

- Registered Nurse
- Nursing Unit Manager
- Nursing staff in Critical Care or Special Care Units
- Medical Practitioner
- Collection Centre staff

Venues for collection may include:

- Centres/clinics
- Collection centre
- Home visits
- Hospitals
- Other facilities including aged care and mental health facilities

Correct procedures for storage of specimens may include:

- Temperature control requirements
- Adherence to timeframes
- Protection from light
- Use of fixatives

Unit Sector(s)

Not Applicable