



**Australian Government**

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

# **HLTTH301C Provide theatre support services**

**Release: 1**

## **HLTTH301C Provide theatre support services**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Descriptor**

This unit of competency describes the skills and knowledge required to assist with the preparation and maintenance of the operating suite environment in readiness for a theatre case

### **Application of the Unit**

#### **Application**

Work will be performed within a prescribed range of functions, generally within a team environment, involving known routines and procedures

All activities are carried out in accordance with organisation policies, procedures 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. Prepare theatre environment

- 1.1 Select and wear appropriate *theatre clothing* in the operating theatre complex
- 1.2 *Clean* all surfaces and equipment
- 1.3 Liaise with relevant staff to confirm *equipment* requirements
- 1.4 Check theatre list and maintain and designate re-stocked supplies as required in consultation with relevant staff
- 1.5 Assemble *equipment* and check to ensure that it is complete, *clean* and correctly functioning

**ELEMENT****PERFORMANCE CRITERIA**

2. Provide support to the theatre team
  - 2.1 Maintain a safe working area at all times and use correct manual handling techniques
  - 2.2 Transport and transfer client safely from bed/trolley to theatre table
  - 2.3 Provide assistance during the prepping stage of client
  - 2.4 Follow all instructions from *relevant staff* during theatre procedures
  - 2.5 Provide assistance to theatre team in client repositioning
  - 2.6 Transport blood, pathology specimens and other items necessary using standard precautions, to support the theatre team
  
3. Maintain theatre area
  - 3.1 Remove, *clean* and store equipment correctly at conclusion of procedure
  - 3.2 Collect bed and other relevant *equipment* and transport client from theatre to recovery room

## 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 equipment care and maintenance
- Basic understanding of theatre team responsibility in relation to the surgical count
- Organisation procedures for preparation of a deceased client, who has died in the theatre environment
- Relevant Australian hospital standards, regulations and guidelines
- Relevant OHS legislation and infection control codes of practice, enterprise policies and procedures
- Safety and environmental aspects related to workplace operation and manual handling, including workplace hazards
- Theatre policy and procedures guidelines
- Theatre protocols

#### *Essential skills:*

It is critical that the candidate demonstrate the ability to:

- Communicate effectively with theatre team
- Complete all activities accurately and in a timely and safe manner
- Comply with enterprise requirements, OHS legislation, infection control, manual handling procedures and relevant health regulations
- Effectively coordinate required processes
- Ensure work is completed systematically with attention to detail without damage to equipment or harm to client/personnel

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

## **REQUIRED SKILLS AND KNOWLEDGE**

the identified work role

This includes the ability to:

- Carry out all work according to safe working guidelines
- Prioritise workload
- Set- up and check equipment as required
- Solve problems including the ability to use available resources, assemble equipment
- Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
- Undertake client positioning and client transfer procedures
- Undertake specialist cleaning processes for theatre
- Undertake the positioning and support requirements for client preparation procedures
- Use literacy support available in the workplace which may range from having access to support or assistance from expert/mentor/supervisor, to having no communication supports available
- Use numeracy skills include the ability to complete basic arithmetic calculations such as addition, subtraction, multiplication, division and recording numbers
- Use oral communication skills as required to fulfil job roles 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
  - literacy in English or a community language, depending on client group and organisation requirements
- Use reading and writing skills as required to fulfil job roles in a safe manner and as specified by organisation at a level of skill that may range from the ability to understand symbols used in OHS signs to reading and interpreting manufacturers' instructions for equipment, workplace safety pamphlets or procedure manuals to reading labels and handling chemicals such as cleaning fluids
- Work with conscious and unconscious clients

## **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

## EVIDENCE GUIDE

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
- 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

*Context of and specific resources for assessment:*

- Theatre clothing
- Equipment
- Infection control procedures
- Workplace health and safety guidelines
- Theatre policy and procedure guidelines
- Other organisation policies and procedures
- Duties statements and/or job descriptions

## EVIDENCE GUIDE

### *Method of assessment*

- Observation of work activities providing theatre support services
- Observation of simulation and/or role play involving providing theatre support services
- Discussion of physical and/or behavioural contingency scenarios involving duty of care
- Authenticated transcripts of relevant education/training courses/
- Recognition of relevant life/work experience
- Written assignments/projects or questioning should be used to assess knowledge
- Authenticated reports of experience in providing theatre support services (Documentation associated with performance reviews, supervisor/co-ordinator evaluations of work performance)
- Training records associated with OH Safety training, Orientation/Induction Training, Safe Manual Handling, standard infection control procedures
- Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice

### *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



## EVIDENCE GUIDE

### *Related units:*

This unit can be assessed independently; however holistic assessment practice with other general health services units of competency is encouraged

Co-assessment may be considered with:

- HLTTH302C Provide equipment support in an operating theatre environment
- HLTTH303C Identify and move to maintain a sterile field

## 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.

### *Theatre clothing may include:*

- Allocated theatre outfits
- Boots
- Dress shoes
- Goggles
- Lead aprons
- Plastic aprons
- Masks

**RANGE STATEMENT**

*Cleaning may include but is not limited to:*

- Floors in theatre
- Lights and light fittings
- Theatre tables
- X-ray gowns
- Walls
- Theatre furniture
- Theatre boots
- Shelves

*Equipment may include::*

- Lifting equipment
- Transport trolleys
- Theatre trolleys
- Diathermy units
- Orthopaedic frames
- Plaster trolleys
- Table attachments
- Video tower equipment
- Microscopes

*Relevant staff may include:*

- Nursing staff
- Doctors
- Other theatre assistants and personnel

**Unit Sector(s)**

Not Applicable