



Australian Government

Department of Education, Employment and Workplace Relations

LGAEHRH506B Monitor premises to minimise the spread of infectious diseases

Revision Number: 2

LGAEHRH506B Monitor premises to minimise the spread of infectious diseases

Modification History

LGAEHRH506B Release 2: Layout adjusted.

LGAEHRH506B Release 1: Primary release.

Unit Descriptor

This unit covers the monitoring of premises and the implementation of practical interventions to reduce the spread of infectious diseases.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Application of the Unit

This unit supports the attainment of skills and knowledge required for competent workplace performance in councils of all sizes. Knowledge of the legislation and regulations within which councils must operate is essential. The unique nature of councils, as a tier of government directed by elected members and reflecting the needs of local communities, must be appropriately reflected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

<p>1. Process applications for registration of premises</p>	<p>1.1 Applications from <i>specified premises</i> are checked for completeness, accuracy and payment of fees.</p> <p>1.2 New premises are inspected to ensure compliance with <i>relevant legislation, codes of practice and council requirements</i>.</p> <p>1.3 Certificates of registration are checked for completeness, accuracy and inclusion of appropriate conditions prior to issue.</p>
<p>2. Inspect premises where there is the risk of infectious disease</p>	<p>2.1 Inspection schedules are established by ranking specified premises according to risk factors, in line with legislative requirements, council policy and codes of practice.</p> <p>2.2 Inspections are carried out in accordance with legislation, council requirements and codes of practice.</p>
<p>3. Undertake sampling and analysis</p>	<p>3.1 <i>Sampling program</i> is developed that identifies parameters according to classification risk and previous history.</p> <p>3.2 Sampling schedules are established according to legislative requirements, council policy and risk factors.</p> <p>3.3 Procedures for undertaking, storing and transporting samples to council's analyst are carried out in accordance with legislative requirements, council policy and codes of practice.</p> <p>3.4 <i>On-site analysis</i> is undertaken using approved equipment and according to prescribed standards and procedures.</p>
<p>4. Interpret results and report outcomes</p>	<p>4.1 Analysis results are interpreted to determine appropriate further action required.</p> <p>4.2 Records are completed in accordance with council procedures.</p> <p>4.3 Inspection reports are prepared and processed according to council requirements.</p> <p>4.4 Reports and required actions are clearly explained to proprietors of specified premises.</p>

Required Skills and Knowledge

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

Required Skills

- reading and interpreting a range of information, including legislation, codes of practice, standards and policies relevant to the job role
- inspecting specified premises
- identifying hazards at specified premises
- taking appropriate samples
- handling and storing samples, including chain of custody of evidence requirements and transport to council's analyst
- analysing samples on site
- communicating and liaising with professional practitioners
- demonstrating clear, open communication and consultation with the community and stakeholders and managing stakeholder relationships using a range of communication techniques to assess their needs and expectations
- achieving effective working relationships that demonstrate an ability to work collaboratively with people from diverse backgrounds
- problem solving and conflict management
- monitoring own work and adjusting to meet agreed standards and expectations
- engaging in activities that promote own ongoing learning requirements, which may include maintaining current knowledge of legislation and common law
- using technology relevant to the job/role, which may include the use of computers and other relevant office technology
- promoting services to the public
- record keeping

Required Knowledge

- relevant epidemiology, microbiology and chemistry pertinent to transmission and control of infectious and communicable diseases associated with specified premises
- education and training programs relevant to proprietors of specified premises
- relevant personal hygiene practices and procedures
- compliance legislation for specified premises, including codes of practice and procedures
- potential hazards and control mechanisms in specified premises, including identification of probable sources and relevant environmental health requirements, such as:
 - premises' equipment maintenance
 - personal hygiene
 - signage
 - sterilisation procedures
 - pest control
- council policies and procedures

- effective communication, negotiation and conflict management methods
- written reports and administration

Evidence Guide

Overview of assessment requirements

A person who demonstrates competency in this unit will be able to perform the outcomes described in the elements to the required performance level detailed in the performance criteria. The unit's skill and knowledge requirements must also be demonstrated. For example, knowledge of the legislative framework and safe work practices that underpin the performance of the unit are also required to be demonstrated.

Critical aspects of evidence to be considered

The demonstrated ability to:

- check registration applications, inspect premises and issue certificates according to council policy
- inspect premises where there is the risk of infectious disease according to council policy
- collect samples according to specified programs and schedules
- undertake on-site analysis safely, as required
- interpret analysis results and prepare reports according to council policy
- explain reports and required actions clearly to proprietors of premises

Context of assessment

On the job or in a simulated work environment.

Method of assessment

The following assessment methods are suggested:

- observation of the learner performing a range of workplace tasks over sufficient time to demonstrate handling of a range of contingencies
- written and oral questioning to assess knowledge and understanding
- completion of workplace documentation
- third-party reports from experienced practitioners
- completion of self-paced learning materials, including personal reflection and feedback from trainer, coach or supervisor

Evidence required for demonstration of consistent performance

Competency must be demonstrated in all elements across a range of variables relevant to council's size, location and strategic plan.

Resource implications

Access to a workplace or simulated case study that provides the following resources:

- inspection process of premises
- information management systems
- copies of relevant legislation

- standards and codes of practice
- council procedures and guidelines

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. ***Bold italicised*** wording in the Performance Criteria is detailed below.

<i>Specified premises</i> may include:	<ul style="list-style-type: none"> • hairdressers • tattooists • acupuncturists • ear and body piercing salons • beauty parlours • tanning salons • swimming pools and spas • cooling towers • reticulated and warm water systems
<i>Relevant legislation and codes of practice and council</i> requirements may include:	<ul style="list-style-type: none"> • federal, state or territory and local government public health legislation • departmental codes of practice • Australian standards • council policies, procedures and guidelines • strategic, business and management plans • local ordinances, laws and by-laws
<i>Sampling programs</i> may include:	<ul style="list-style-type: none"> • swimming pools • spas • water from cooling and heating systems • water from irrigation and similar systems
<i>On-site analysis</i> may include:	<ul style="list-style-type: none"> • chemical levels, such as chlorine • turbidity • microbiological analysis
<i>Required actions</i> may include:	<ul style="list-style-type: none"> • assisting in the investigation of communicable disease outbreaks and source identification • obtaining samples (faecal, food and water) for laboratory analysis • advising affected persons • quarantining equipment or sites • assisting and supervising environmental or equipment disinfection/sterilisation processes • pest or vector control, including: <ul style="list-style-type: none"> • collecting and submitting field data • monitoring vectors in the environment • assisting in treatment of vector breeding areas • supervising and liaising with pest control operators in the treatment of pest infestations

- ensuring effective treatment of pest infestations
- implementation of hygiene practices and procedures, including:
 - personal
 - environmental and structural
 - client

Unit Sector(s)

Health and Environment