



TRAINING PACKAGE  
COMPANION VOLUME

# HLT Health Resources and Equipment



Version 1.0



HumanAbility



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## Document Modification History

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## Introduction

This *HLT Health Training Package* companion volume describes the resources, equipment and facilities required to support the delivery and assessment of qualifications within the optical, pathology, audiometry, health services assistance, operating theatre technician and sterilisation streams.

The information in this companion volume is intended to support Registered Training Organisations (RTOs) in meeting the assessment conditions of units of competency and the *2025 Standards for Registered Training Organisations (RTOs)*, while allowing flexibility in how training and assessment are delivered. Resources and equipment should reflect current health industry practice and enable learners to demonstrate competence safely and effectively.

This companion volume outlines common requirements that apply across all qualifications, followed by qualification-specific add-on requirements relevant to particular occupational contexts.

# 1 Common resources and equipment requirements - all qualifications

RTOs *HLT Health Training Package* qualifications should ensure learners have access to facilities, equipment, materials and reference resources that reflect current industry practice and are appropriate to the units of competency being delivered and assessed. These resources should enable learners to safely demonstrate all skills, knowledge and performance outcomes specified in the assessment conditions.

## 1.1 Facilities

Facilities should reflect health service environments and support safe training and assessment. Facilities should include:

- training rooms suitable for theory delivery and practical demonstrations
- simulated or real health service environments that reflect industry practice
- hand hygiene facilities consistent with infection prevention and control requirements
- secure storage for equipment, instruments and consumables
- areas for cleaning, decontamination and waste disposal, where relevant to the qualification.

Where simulation is used, it should reflect **realistic workplace conditions**, including workflow, equipment, time pressures and interactions typical of health service settings.

## 1.2 Equipment

RTOs should provide access to **industry-standard equipment** that is fit for purpose, safe to use and maintained in accordance with manufacturer instructions and workplace procedures.

Common equipment may include:

- personal protective equipment (PPE)
- infection prevention and control supplies
- basic clinical equipment relevant to the training context
- emergency response equipment appropriate to the learning environment
- cleaning, maintenance and storage equipment.

Equipment may be real or simulated where permitted by unit assessment conditions, provided it enables learners to demonstrate the required performance outcomes.

### 1.3 Learning and assessment resources

RTOs should ensure access to current and relevant learning and assessment resources, including:

- training and assessment materials mapped to units of competency
- current legislation, regulations, standards and codes of practice relevant to the health sector
- organisational policies and procedures reflective of industry practice
- case studies and scenarios relevant to health service environments
- digital systems, software or record-keeping tools used in health services, where applicable.

Resources should be reviewed regularly to ensure they remain current and aligned to industry practice.

### 1.4 Human resources

Delivery and assessment should be conducted by trainers and assessors who meet the requirements of the *2025 Standards for Registered Training Organisations (RTOs)* and have:

- current vocational competence relevant to the qualification being delivered
- current industry knowledge, including infection prevention and control and work health and safety practices
- access to subject matter expertise where required to support training and assessment.

### 1.5 Access and duration

Learners should have sufficient and ongoing access to facilities, equipment and resources over the duration of the qualification to support:

- repeated practice of skills
- assessment across a range of conditions
- compliance with unit assessment conditions.

## 2 Training product specific add-on requirement

In addition to the common requirements, RTOs should ensure access to qualification and unit of competency specific facilities, equipment and resources relevant to the occupational context of each qualification. These requirements align to the unit of competency assessment conditions.

### 2.1 Audiometry

#### Qualifications

- *HLT47425 Certificate IV in Audiometry*
- *HLT57425 Diploma of Audiometry*

#### Skill Set

- HLTSS0008 Allied Health Assistance – Audiometry Skill Set

Assessment conditions for audiometry units require learners to conduct audiometric testing using appropriate facilities, equipment and documentation systems.

RTOs should provide access to:

- audiometry testing environments consistent with unit assessment conditions, including controlled or sound-treated spaces where required
- audiometric testing equipment and accessories aligned to unit outcomes
- calibration checking resources where required for assessment
- client record-keeping and reporting systems used to support assessment evidence.

#### 2.1.1 Facilities and environment

RTOs should provide environments that reflect audiometry service settings where basic hearing assessment and support tasks occur. These may include:

- audiometry testing space or simulated booth/quiet room with low ambient noise consistent with screening conditions
- quiet, comfortable client waiting and testing area
- hand hygiene facilities and PPE stations to support infection control
- training/office space for review of documentation, hearing device support and communication practice.

These environments support learners to conduct assessments, engage with clients and use audiometric equipment in conditions consistent with industry expectations.

### 2.1.2 Audiometric testing equipment

RTOs should provide access to industry-standard audiometric assessment equipment that enables learners to prepare for and conduct tests and interpret results. Basic equipment requirements include:

- audiometer capable of delivering pure-tone audiometry across relevant frequencies
- headphones and bone conductors appropriate for audiometric testing
- calibration records or simulated calibration checks for audiometer accuracy
- sound level meter or equivalent to verify testing environment noise levels
- response button or signalling device for client responses.

These items support demonstration of competence in basic and pure-tone audiometric assessments as required in *HLTAUD007 Conduct basic audiometric testing* and *HLTAUD009 Conduct audiometric screening for young school age children*.

### 2.1.3 Client screening and communication resources

To support audiometric screening of young school-aged children (*HLTAUD009 Conduct audiometric screening for young school age children*) and broader client interaction tasks, RTOs should provide:

- visual and play-based audiometry tools (for example toys, lights or visual reinforcers) suitable for engaging children in screening tasks
- quiet testing chairs and positioning aids suitable for school-aged clients
- documentation materials including client instructions, consent forms and test sheets
- communication support materials to aid explanation of procedures to clients and carers/patients.

These resources support learners to effectively conduct screening, manage client participation and adjust procedures for client age and needs.

### 2.1.4 Hearing device management tools

For assisting clients with hearing devices (*HLTAUD013 Assist client with management of hearing devices*), RTOs should provide access to:

- selection of hearing devices (for example behind-the-ear, in-ear devices) or realistic practice units
- device accessories (batteries, domes, cleaning tools) used in routine maintenance
- programmable device software and interfaces where accessible (or simulated equivalent tools)
- instructional guides and manufacturer reference materials relevant to the devices used.

These support learners to assist clients with connectivity, maintenance, basic adjustments and client education in line with the unit's performance criteria.

### 2.1.5 Infection prevention, safety and monitoring resources

Given the client-facing nature of audiometry assistance, RTOs should provide access to:

- personal protective equipment (PPE) appropriate for clinical interaction (for example gloves, masks)
- hand hygiene supplies, such as soap, sanitiser and disposable towels
- sharps disposal and general waste containers where applicable
- first aid kit or equivalent for simulated risk scenarios

These resources support learners to apply infection control practices and respond to risks in service delivery.

### 2.1.6 Documentation and reference materials

Learners should have access to reference and record-keeping materials that facilitate demonstration of performance and underpin knowledge evidence:

- audiometric test charts and interpretation guides
- client screening and assessment forms/templates
- policies and procedures related to hearing assessment workflows
- device maintenance checklists and client support guides

These resources support learners to document client interactions, test results and hearing device support tasks aligned with assessment conditions.

### 2.1.7 Reference and learning materials

To underpin safe, competent practice, RTOs should provide access to:

- unit-specific learner guides or manuals covering basic audiometric testing and device management
- industry guidelines for audiometric screening and audiology assistant practice
- equipment manuals and calibration documentation for audiometry hardware

These materials support demonstration of underpinning knowledge and evidence of performance consistent with unit requirements.

## 2.2 Health Services Assistance

### Qualification

- *HLT33126 Certificate III in Health Service Assistance*

Assessment conditions for health services assistance units require learners to demonstrate skills that support nursing care and non-client contact activities using appropriate equipment, documentation and infection prevention and control resources.

### 2.2.1 Facilities and environment

RTOs should provide access to environments that reflect health service settings, including:

- clinical or simulated care environments with appropriate space for patient care activities
- clearly identified clean and dirty zones
- hand hygiene facilities consistent with infection prevention and control requirements
- secure storage for equipment, linen and consumables.

### 2.2.2 Equipment and resources

RTOs should ensure access to the following equipment and resources, as appropriate to the units being delivered and assessed.

#### Client care and nursing support equipment

- adjustable hospital beds and mattresses with brakes and side rails
- bedside lockers and over-bed tables
- wheelchairs, commodes and shower chairs
- lifting hoist, slide sheets and transfer boards
- bedpans, urinals and personal hygiene aids
- linen trolley and laundry segregation containers.

#### Monitoring and measurement equipment

- digital and/or tympanic thermometers
- manual and/or electronic blood pressure monitors
- stethoscope and pulse oximeter (optional)
- fluid intake and output chart templates
- stopwatch or timer for recording vital signs.

#### Infection prevention and control resources

- gloves, gowns, aprons, masks and protective eyewear (PPE)
- alcohol-based hand rub and hand-washing facilities
- disinfectant wipes, detergents and approved cleaning solutions

- colour-coded cleaning equipment (cloths, mops, buckets)
- clinical waste, sharps and general waste bins
- spill kits and signage for contaminated areas.

### Equipment cleaning and storage

- reusable and single-use clinical equipment (eg, thermometers, blood pressure cuffs, feeding trays)
- drying racks, shelving and lockable storage cupboards
- clearly identified dirty and clean zones
- equipment tagging or maintenance log systems.

### Emergency and safety equipment

- first aid kit
- manual handling aids and safety signage
- fire extinguisher or simulated equivalent
- emergency call procedure chart.

## 2.2.3 Documentation and learning resources

RTOs should provide access to documentation and reference materials used to support assessment, including:

- individualised care plans (mock)
- progress notes and nursing observation charts
- fluid balance and intake/output charts
- cleaning schedules and stock control forms
- equipment maintenance and calibration logs
- waste disposal and cleaning verification checklists
- incident, hazard and near-miss report forms
- escalation flowcharts showing communication pathways
- organisational policies and procedures related to infection control, manual handling, delegation and supervision
- WHS guidelines and hazard identification procedures
- *Australian Guidelines for the Prevention and Control of Infection in Healthcare* (NHMRC)
- *National Safety and Quality Health Service Standards* (NSQHSS) Standard 3 – Preventing and Controlling Infections
- *National Code of Conduct for health care workers* (Australia) or equivalent organisational standards
- simulated or mock electronic health record systems, where applicable.

Resources should enable learners to demonstrate competence **in accordance with unit assessment conditions**.

## 2.3 Operating theatre technician

### Qualifications

- *HLT33126 Certificate III in Health Service Assistance (Operating theatre technician)*
- *HLT47526 Certificate IV in Operating Theatre Technical Support*

Assessment conditions for operating theatre technician units require learners to demonstrate skills associated with equipment preparation, operation, support and safety within perioperative and surgical environments.

### 2.3.1 Facilities and environment

RTOs should provide access to operating theatre or simulated theatre environments that reflect industry practice, including:

- theatre preparation and scrub areas
- sterile field zones and anaesthetic preparation areas
- equipment storage and disposal areas for linen, sharps and waste
- theatre communication systems and workflow zones.

Simulation environments should reflect realistic theatre layout, workflow, time pressures and interprofessional communication.

### 2.3.2 Required equipment and resources

RTOs should ensure access to the following equipment and resources, as relevant to the units being delivered and assessed.

#### Core surgical and theatre equipment

- operating theatre lighting and control panels
- suction apparatus (mobile and wall-mounted)
- electrosurgical unit (diathermy system)
- instrument trolleys and Mayo stands.

#### Monitoring and support systems

- vital signs monitoring equipment
- defibrillator
- suction regulators
- fluid management systems
- smoke evacuation devices.

#### Positioning and mobility aids

- bean bags, stirrups, pat slides and hover-mats

- gel supports, lateral supports and positioning aids
- traction or orthopaedic extension frames
- patient transfer and positioning devices.

### Infection prevention and control equipment

- PPE including gloves, gowns, masks and protective eyewear
- approved hospital-grade cleaning and disinfecting products
- spill kits and waste segregation equipment
- sharps containers and clinical waste bins.

### Equipment care and operational resources

- pre-use equipment safety checklists
- equipment logbooks or electronic reporting systems
- storage systems for cables, attachments and consumables.

### 2.3.3 Documentation and reference materials

RTOs should provide access to documentation and guidance used to support assessment, including:

- theatre equipment setup and safety checklists
- infection prevention and control policies and procedures
- environmental cleaning schedules
- equipment fault reporting procedures
- relevant national and organisational standards, including:
  - *Australian Guidelines for the Prevention and Control of Infection in Healthcare*
  - *NSQHS Standard 3 – Preventing and Controlling Infections*
  - *AS/NZS 4187 Reprocessing of reusable medical devices in health service organisations*

Documentation should support learners to demonstrate competence **within defined role boundaries**, including recognition, reporting and escalation of equipment issues.

### 2.3.4 Simulation delivery

Where simulation is used for operating theatre technician units, it should:

- reflect realistic operating theatre workflow and equipment use
- incorporate infection prevention and control practices
- include communication with theatre team roles
- enable demonstration of all elements, performance criteria, performance evidence and knowledge evidence required by the units

Simulation should be supervised by a trainer/assessor with appropriate vocational competence and current industry knowledge.

## 2.4 Optical

### Qualification

- *HLT47825 Certificate IV in Optical Dispensing*

### Skill Set

- *HLTSS00087 Edging and Fitting Skill Set*

Assessment conditions for optical units require learners to demonstrate skills in environments that reflect optical dispensing, testing or clinical practice.

RTOs should provide access to:

- optical dispensing and testing environments that reflect industry practice
- optical diagnostic, measuring and dispensing equipment appropriate to unit outcomes
- frames, lenses and optical accessories sufficient to support repeated skill demonstration
- optical documentation, policies and procedures used to support assessment.

Where simulation is used, it should reflect realistic workflow, equipment use and client interactions consistent with unit assessment conditions.

### 2.4.1 Facilities and environment

RTOs should provide access to:

- optical laboratory or simulated optical dispensing environment that reflects routine optical workshop conditions (bench space, work surfaces, good lighting)
- designated clean and organised equipment areas for processing optical appliances
- hand hygiene stations and appropriate infection prevention supplies
- general training room/office space for order management and documentation review

These support demonstration of competency in lens edging, fitting and order management consistent with optical industry practice as described in the units.

### 2.4.2 Core equipment

RTOs should ensure access to the following equipment that enable learners to edge and fit optical appliances in alignment with performance expectations:

#### a) Edging and processing tools

- lens edging machine(s) (manual or automated)
- lens blocking equipment to hold lenses for edging
- edging wheels, pads and associated consumables
- centering/fitting tools (frame centering devices, lens tracing equipment)
- lens grooving, bevelling and polishing tools
- safety shields and guards for edging machines.

## b) Lens and frame materials

- a variety of prescription lens blanks (single vision, common powers)
- frames of different types and sizes to support fitting tasks
- blocking pads, adhesives, and blocking wax or similar materials
- cleaning materials for lenses and frames (lint-free cloths, optical cleaning solutions).

## c) Measuring and inspection tools

- lensometer or focimeter for checking lens prescriptions and power
- callipers and measuring gauges for frame and lens measurements
- alignment and fit tools (ruler, PD stick, frame gauge)
- illumination/visual aids such as bench lamps or magnification tools.

These items support learners to perform technical edge and fit tasks, inspect outcomes and ensure lenses are cut, fitted and finished to specification — as required in *HLTOPD010 Edge and fit optical appliances*.

## d) Process and manage orders

- order forms and templates consistent with optical industry practice
- client records or mock client orders with prescription details
- inventory or tracking systems (paper-based or digital) for recording order status
- standard operating procedures and job specifications relevant to order processing

These items support demonstration of skills in handling optical orders, from receipt to processing and documentation, as described in *HLTOPD011 Process and manage optical appliance orders*.

### 2.4.3 Work health and safety resources

*HLTWHS001 Participate in workplace health and safety* requires learners to participate in safe work practices. RTOs should ensure access to:

- personal protective equipment (PPE) appropriate for an optical workshop (for example safety glasses, work gloves)
- MSDS/SDS information for chemical and consumable products used in optical processing
- first aid kit
- incident reporting and hazard identification forms
- WHS policies and procedures documents.

These support demonstration of the skill to contribute to a safe working environment as required in *HLTWHS001 Participate in workplace health and safety*.

#### **2.4.4 Reference and support materials**

Learners should have current access to:

- unit-relevant reference guides or manuals (optical dispensing standards, manufacturer manuals for edging equipment)
- industry standards and guidelines relevant to optical appliance processing
- assessment tools and templates to record evidence of performance criteria, performance evidence and knowledge evidence.

These support demonstration of underpinning knowledge and safe, effective performance consistent with industry expectations.

## 2.6 Pathology

### Qualification

- *HLT37525 Certificate III in Pathology*

### Skill Set

- *HLTSS00059 Venous Blood Collection Skill Set*
- *HLTSS00085 Perform Blood Collection from Children Aged 0 to 5 Years Skill Set*

Assessment conditions for pathology units require learners to demonstrate skills related to specimen collection, handling and processing, in accordance with safety and infection prevention and control requirements.

RTOs should provide access to:

- pathology collection and laboratory environments that reflect industry practice
- specimen collection and handling equipment consistent with unit requirements
- labelling, storage and transport resources used during assessment
- biohazard management equipment and waste disposal systems
- pathology documentation, policies and procedures relevant to assessment tasks

### 2.6.1 Facilities and environment

RTOs should provide access to training environments reflecting pathology collection practice and infection control standards:

- a dedicated clinical skills area or simulated pathology collection space with bench/tables and seating suitable for blood collection activities
- clean, well-lit workstation with easy access to hand hygiene supplies
- sharps disposal and waste segregation set-up compliant with safety requirements.

These environments support demonstration of safe venous blood collection techniques and risk identification consistent with unit conditions.

#### Paediatric venous blood collection

RTOs should provide access to a clinical skills area or simulated pathology collection space that enables safe, hygienic practice consistent with unit assessment conditions:

- clean, well-lit clinical skills room or mock collection space
- chair/trolley suitable for paediatric blood collection (adjustable, safe for ages 0–5)
- access to hand-washing and hand-hygiene supplies compliant with infection prevention and control practice.

These environments support demonstration of technical skills and safe practice appropriate to young child clients as described in the unit.

### 2.6.2 Blood collection tools

RTOs should provide adequate quantities of the following equipment to allow learners to demonstrate venous blood collection techniques safely and competently.

- evacuated tube system (ETS) holders with assorted vacutainer tubes of common additives (for example EDTA, clot activator, lithium heparin, citrate)
- needles in a range of gauges appropriate for routine venepuncture
- butterfly / winged infusion sets and needle-and-syringe options for varied collection scenarios
- tourniquets and vein locating aids
- alcohol wipes and/or skin preparation solutions for site antisepsis
- sterile gauze, cotton balls or pads
- adhesive dressings and bandages
- sharps containers compliant with safety standards.

These tools are essential to prepare equipment, select appropriate devices and perform standard venous blood collections as required by *HLTPAT002 Perform venous blood collections*.

#### Paediatric venous blood collection

RTOs should provide equipment that enables learners to perform venous blood collection from children safely and effectively, consistent with the unit's performance requirements:

- child-appropriate blood collection devices, including:
  - small gauge needles appropriate for paediatric venepuncture
  - butterfly/winged infusion sets sized for infants and young children
  - evacuated tube system (ETS) holders with assorted paediatric-appropriate vacutainer tubes.
- tourniquets designed for small limbs
- alcohol wipes / skin preparation solution suitable for paediatric skin
- sterile gauze, cotton balls / pads
- adhesive dressings and bandages sized for infants and toddlers
- sharps disposal containers compliant with safety standards.

These items allow learners to prepare equipment, select appropriate devices for a young child, and perform venous collection tasks according to unit requirements.

### 2.6.3 Monitoring and safety equipment

To support clinical risk identification and safe practice, RTOs should ensure access to:

- disposable gloves of various sizes
- mask/face protection and protective eyewear, if indicated
- hand hygiene supplies (liquid soap, paper towels, alcohol-based hand rub)
- sharps disposal containers and clinical waste bins

- first aid kit or simulation equivalent for managing adverse reactions or incidents.

These support learners to demonstrate infection prevention practices and to identify and respond to risks during pathology tasks as described in *HLTPAT001 Identify and respond to clinical risks in pathology collection* and *HLTINF006 Apply basic principles and practices of infection prevention and control*.

### Paediatric venous blood collection

To support safe practice (critical in working with young children), RTOs should provide:

- disposable gloves of sizes appropriate to safe handling
- protective masks/face protection and eye protection, as required by infection prevention and control practice
- sharps disposal containers and clinical waste bins
- hand hygiene supplies (liquid soap, paper towels, alcohol-based hand rub)
- first aid kit or simulation equivalent for managing adverse events.

These support learners to apply infection prevention and risk-management practices throughout the blood collection process.

### 2.6.4 Documentation and record-keeping resources

Learners should be able to access and use documentation that reflects typical blood collection processes and risk assessment documentation:

- specimen request forms with client identifiers and test requirements
- patient/client identification checks (for example labels, mock identifiers)
- collection checklists including order of draw and tube selection guidance
- infection control policy documentation for reference during demonstrations
- incident and hazard reporting forms to support demonstration of risk response required by *HLTPAT001 Identify and respond to clinical risks in pathology collection*.

These resources support demonstration of unit knowledge and performance evidence aligned to assessment conditions.

### Paediatric venous blood collection

Learners should access documentation resources that reflect typical paediatric collection procedures and support demonstration of required knowledge and performance evidence:

- paediatric specimen request forms (mock) with identification details
- collection checklists including tube order and special paediatric considerations
- risk identification and response forms aligned to the unit's clinical risk criteria
- infection control policy documents relevant to paediatric practice.

These support demonstration of the knowledge evidence and evidence of safe practice required by the unit.

### **2.6.5 Reference and learning materials**

RTOs should provide access to supporting reference materials that underpin safe practice and evidence of competence:

- unit-specific manuals or learner guides covering venous blood collection and clinical risk identification
- infection prevention and control guidelines (national or organisational)
- manufacturer instructions for use of blood collection equipment and safety devices
- policies for sharps safety, infection control and waste management.

These reference materials support demonstration of knowledge evidence and safe practices consistent with assessment conditions in the relevant units.

#### **Paediatric venous blood collection**

To underpin safe, competent performance, RTOs should provide access to reference materials, such as:

- unit-specific learner guides or manuals covering paediatric venous blood collection techniques
- relevant clinical guidelines on paediatric blood collection and procedural safety (for example organisational/institutional guidelines)
- equipment manufacturer instructions for use and safety of paediatric collection devices

These materials support demonstration of underpinning knowledge and informed practice consistent with the unit's assessment conditions.

## 2.7 Sterilisation Services

### Qualifications

- HLT37026 Certificate III in Sterilisation Services
- HLT47026 Certificate IV in Sterilisation Services

Assessment conditions for sterilisation units require learners to demonstrate skills related to reprocessing of reusable medical devices. These skills include inspecting, cleaning, packaging and sterilising of devices for re-use.

### 2.7.1 Facilities and environment

RTOs should ensure learners have access to environments that reflect sterilisation services operations and support safe and effective reprocessing workflows. This includes:

- sterilisation service or simulated **Central Sterile Supply Department (CSSD) environment** with designated zones for decontamination, cleaning, packaging, sterilisation and sterile storage
- clear dirty-to-clean workflow spaces to support correct reprocessing practices
- height adjustable workbenches and shelving sufficient for handling and sorting reusable medical devices
- hand hygiene facilities and PPE stations consistent with infection prevention and control standards
- waste segregation areas for contaminated, sharps and general waste materials.

These environments support learners to demonstrate relevant performance criteria across sterilisation units such as cleaning, inspection, sterilisation and stock management.

### 2.7.2 Cleaning, disinfection and sterilisation equipment

RTOs should ensure learners have access to industry-standard devices and tools used in sterilisation services so they can safely clean, disinfect, sterilise and prepare reusable medical devices, consistent with unit requirements.

#### Device processing equipment

- washer-disinfectors or simulated equivalents
- manual cleaning tools such as brushes, cloths and trays
- ultrasonic cleaners (if used in unit tasks)
- drying racks or equivalent drying facilities
- thermal disinfection and drying units used for soiled instrument processing
- scheduled maintenance and calibration logs for processing equipment.

#### Sterilisation equipment

- steam steriliser (autoclave) capable of achieving required sterilisation parameters
- indicators and integrators for steam sterilisation cycles
- temperature and pressure recording devices and cycle monitoring tools

- load tracking tags and record systems.

### **Inspection and packaging tools**

- inspection lights or magnifiers for detailed instrument inspection
- instrument trays, wraps and pouches suitable for sterilisation
- packaging seals and tape
- labelling tools to record cycle dates and batch identifiers
- sterile storage shelving and racks.

These items support learners to demonstrate skills such as inspecting devices, preparing loads for sterilisation, monitoring sterilisation parameters and packaging per organisational procedures.

### **Stock and inventory management**

RTOs should provide access to resources that support sterile stock handling and management tasks typically required in sterilisation units:

- inventory management systems (paper or digital) for tracking sterilised items
- stock rotation tools (for example first-in, first-out systems) and checklists
- records and registers for sterile stock levels, expiry tracking and usage.

These resources enable learners to demonstrate competence in managing sterile stock and to meet assessment requirements for handling, storing and maintaining sterile inventories.

### **Infection prevention and safety equipment**

Sterilisation services involve handling contaminated instruments and infection prevention and control practices. RTOs should provide:

- personal protective equipment (PPE) for all reprocessing tasks (gloves, gowns, masks, protective eyewear)
- hand hygiene supplies (soap, alcohol-based hand rub, tissues)
- clinical waste and sharps disposal containers
- safety signage for contaminated and clean zones
- chemical safety data sheets (SDS) for all cleaning and disinfection agents.

These items are necessary to support learners to demonstrate safe work practices, infection prevention and control protocols and risk mitigation tasks required by sterilisation and WHS units.

### **2.7.3 Documentation and reference materials**

RTOs should provide access to documentation and reference materials that support assessment and reflect industry standards used in sterilisation services:

- standard operating procedures for cleaning, packaging and sterilisation
- cycle monitoring and quality checklists for sterilisation loads

- inspection and defect reporting templates
- infection prevention and control policies and procedures
- work health and safety procedures relevant to sterilisation tasks
- manufacturer instructions for cleaning and sterilisation equipment.

These materials support learners to demonstrate underpinning knowledge, complete required documentation, and comply with assessment conditions in sterilisation units.

### **2.7.4 Reference and learning materials**

Learners should have access to contemporary reference materials that support safe practice and underpin knowledge evidence requirements:

- unit-specific learner guides and manuals covering all aspects of sterilisation services
- industry standards and guidelines on sterilisation and reprocessing (for example AS5369 where applicable)
- equipment manuals and maintenance documentation for processing, packaging and sterilisation machinery.

These materials support learners to demonstrate comprehension of procedures and the rationale for infection prevention and quality assurance practices that underpin sterilisation services.



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