



**Australian Government**

# **Assessment Requirements for AHCCMN102 Apply effective work practices**

**Release: 1**

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## Modification History

| Release | TP Version | Comment         |
|---------|------------|-----------------|
| 1       | AHCv1.0    | Initial release |

## Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- interpret responsibilities and plan own work activities
- follow work health and safety policies
- apply relevant ethical practices and codes of practice in the course of work activities
- recognise simple numerical information relating to work activity
- communicate effectively in the course of work activities
- complete work activities in collaboration with others according to instructions, procedures and applicable regulations
- identify, report and address problems according to workplace procedures
- complete work activities with required attention to detail and without damage to goods, equipment or personnel
- use a range of workplace technologies
- use industry standard terminology

## Knowledge Evidence

The candidate must demonstrate knowledge of:

- procedures for identifying and using relevant workplace technology
- systems and equipment used in the workplace and instructions, processes and precautions for their use
- typical problems in the workplace and appropriate action and solutions
- workplace procedures, policies and instructions
- workplace structures and roles and responsibilities of individuals, and team and group members
- basic principles of teamwork in the workplace

- verbal and non verbal communication techniques appropriate to receive and convey workplace information
- basic concepts of time management to meet daily planning and scheduled timelines
- industry and enterprise work health and safety policies

## **Assessment Conditions**

Assessors must satisfy current standards for RTOs.

## **Links**

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>