



Australian Government

HLTARO002 Source and prepare aromatherapy products

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>HLT Health Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages. Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence. Additional assessor requirements

Application

This unit describes the skills and knowledge required to source safe and reliable aromatherapy ingredients and products, and to prepare customised oil blends and other products for use in aromatherapy practice using a sound knowledge of chemistry. It does not include the preparation of aromatic medicines for internal use.

This unit applies to aromatherapists.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Recognise factors that affect chemistry and quality of aromatherapy products

1.1 Evaluate the chemistry and chemical processes that affect the properties and quality of aromatherapy products
1.2 Evaluate the impact of different production processes on the chemistry and quality of aromatic plant oils

2. Source product suppliers

2.1 Establish options for the supply of natural and manufactured aromatherapy products
2.2 Evaluate the quality of suppliers and their products based on standards used to indicate aromatic plant oil

ELEMENT**PERFORMANCE CRITERIA**

Elements define the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

quality

2.3 Obtain products from authorised and reputable sources

3. Handle and store products

3.1 Determine storage requirements for different types of aromatherapy ingredients and products

3.2 Maintain ingredient and product integrity through correct handling and storage

3.3 Maintain stock levels according to clinic requirements

4. Prepare oil formulations for use in products

4.1 Establish form and quantity of products from order or treatment plan

4.2 Select and assemble ingredients according to order or client requirements

4.3 Select, check and prepare equipment for operational readiness

4.4 Follow procedures to prevent contamination of or by the product

4.5 Make accurate calculations for quantities and ratios

4.6 Blend ingredients according to aromatherapy methodology

5. Finalise product processes

5.1 Package and label correct quantities into suitable containers with clear and accurate labelling as per legal requirements

5.2 Provide accurate instructions for administration and care of products as required

5.3 Complete accurate documentation according to clinic guidelines and legal and workplace requirements

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

Assessment Requirements for HLTARO002 Source and prepare aromatherapy products

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- investigated and confirmed reliable sources of natural and manufactured aromatherapy products
- followed preparation processes that meet pharmaceutical guidelines and legal requirements for at least 20 different aromatherapy products:
 - checked materials and equipment
 - followed processes that protect integrity of the product
 - made accurate calculations and measurements
 - packaged and accurately labelled products
 - completed accurate documentation
- prepared different product types, including all of the following at least 3 times:
 - creams
 - ointments
 - lotions
 - oil blends
 - tinctures
 - extracts
 - gels
 - balms

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- legal and ethical considerations (national and state/territory) for the preparation and supply of aromatherapy products:
 - Therapeutic Goods Administration (TGA) guidelines
 - labelling
 - principles of manufacturing
 - quality control procedures
 - records management
 - work health and safety – hazards and controls for aromatherapy products
- chemistry fundamentals used in aromatic therapy product preparation:
 - classification of substances
 - understanding matter
 - chemical reactions
 - atomic structure, elements and the periodic table
 - molecules, molecular formula and compounds
 - bonding
 - isoprene units
 - variability in carbon-based molecular structure
 - name and structure of functional groups
 - alcohols
 - phenols
 - aldehydes
 - ketones
 - acids
 - esters
 - ethers
 - solubility and the differences between hydrophilic, hydrophobic, lipophilic and lipophobic
- sources of aromatherapy ingredients and products and methods to determine quality of supplies
- plant identification systems
 - common names
 - synonym
 - botanical names
 - plant families
- essences and how they relate to plant materials
- processes used to obtain aromatic material:

- extraction methods
- distillation
- cohabation
- rectification
- differences between essential oils and carrier oils
- origins, chemical components, properties and uses of at least 60 essential oils, including interactions and synergies:
 - odiferousity
 - volatility
 - flammability
 - concentration
 - viscosity
 - lipophilicity
- origins, chemical components, properties and uses of at least 15 carrier oils:
 - grading process
 - how they are used as additives
 - extraction methods
- features of other mediums used as carrier oils in aromatherapy:
 - alcohol
 - clay
 - creams
 - dispersants
 - gels
 - hydrosols
 - macerations
 - lotions
 - ointments
 - tinctures
 - water
- techniques to prepare aromatherapy products from source materials, including:
 - creams
 - ointments
 - lotions
 - oil blends
 - tinctures
 - extracts
 - gels
 - balms
- aromatherapy product preparation equipment and instrumentation components, their purpose and operation

- handling and storage requirements to maintain integrity of products before, during and after preparation:
 - types and colour of containers
 - decantation
 - use of drop dispensers
 - exposure to heat and light
- types of instructions that accompany aromatherapy products, including dosage and treatment protocol

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated dispensary environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - secure storage areas
 - measuring equipment
 - sterile containers
 - labels
 - natural and manufactured aromatherapy products
- modelling of industry operating conditions, including preparation of products for the general public
- supervision by a person who meets the assessor requirements outlined below

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

In addition, assessors must:

- have at least 3 years current clinical experience working as a clinical aromatherapist providing services to the general public
- hold practising membership of an Australian professional body that represents clinical aromatherapists
- fulfil the continuing professional development requirements of the professional body to which they belong

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