



Australian Government

HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures

Release: 2

HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures

Modification History

Release	Comments
Release 2	Release 2. HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures supersedes and is equivalent to Release 1. HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures. Minor changes. Mapping Info Table Notes added for superseded unit HLTPOP001 Provide basic repairs and maintenance to health hardware and fixtures.
Release 1	Release 1. HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures supersedes and is equivalent to HLTPOP001 Provide basic repairs and maintenance to health hardware and fixtures.

Application

This unit describes the skills and knowledge required to perform basic repairs and maintenance to health hardware and fixtures in the home and community.

This unit applies to work in a public health context and workers at this level will work under supervision within established guidelines.

Plumbing work must only be performed by a person authorised by an exemption registration or licence granted by the relevant State or Territory regulatory authority under legislation.

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

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Plan repairs and maintenance work.

PERFORMANCE CRITERIA

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

- 1.1. Identify potential health risks or problems in health hardware and fixtures.
- 1.2. Assist in developing a work plan, that includes a timetable and priorities, to address repairs and maintenance requirements for the identified health risks under the

- guidance of a supervisor.
- 1.3. Determine the job requirements and the location in which basic repairs and maintenance are to be carried out.
 - 1.4. Notify and coordinate with householders, community members and other community workers the proposed timetable and work plan and obtain necessary approvals.
 - 1.5. Identify materials, tools and equipment necessary to complete the work in accordance with established procedures and check against job requirements.
 - 1.6. Identify faults and urgent repairs that are within own area of responsibility or expertise.
 - 1.7. Report problems that are outside area of responsibility or expertise in accordance with organisational policy and procedures.
 - 1.8. Make referrals to other key people or outside agencies in accordance with established procedures.
2. Carry out basic repairs and maintenance.
- 2.1. Carry out basic repairs and maintenance in accordance with work plan, using appropriate personal protective equipment (PPE) and in accordance with organisational workplace health and safety (WHS) standards.
 - 2.2. Respond to unplanned events or conditions in accordance with organisational policies and procedures.
 - 2.3. Refer problems and gaps identified outside area of responsibility to relevant others in accordance with organisational policies and procedures.
 - 2.4. Obtain approval in accordance with established procedures from relevant person to address contingencies.
 - 2.5. Store tools and equipment in accordance with organisation policy and procedure upon the completion of work tasks or daily activities.
3. Inspect and notify completion of work.
- 3.1. Undertake final inspections to ensure that basic repairs and maintenance conform to requirements.
 - 3.2. Notify or document work completion in accordance with organisation policy and procedure.

Foundation Skills

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

Unit Mapping Information

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Release 1	Release 1. HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures supersedes and is equivalent to HLTPOP001 Provide basic repairs and maintenance to health hardware and fixtures.

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 HLTPOP025 Provide basic repairs and maintenance to health hardware and fixtures

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Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- identify at least two potential health risks or problems associated with inappropriate or defective health hardware and fixtures and in doing so:
 - develop and implement a work plan that includes strategies to deal with each issue under the guidance of a supervisor
 - communicate with stakeholders throughout the process
- carry out at least two basic repair or maintenance tasks on health hardware or fixtures.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures relating to repair and maintenance work, including:
 - infection control
 - manual handling
 - personal protective equipment use
 - workplace health and safety (WHS) standards
 - scope of own role and responsibilities
 - approvals required and process of obtaining approvals

- referral agencies and their roles and responsibilities
- common faults, risks and problems associated with health hardware and fixtures and how to identify
- correct selection and use of tools, equipment and materials to be used for repairs and other tasks required.

Assessment Conditions

Skills must be demonstrated in workplace or in a simulated environment that reflects workplace conditions.

Where simulation is used, it must reflect real working conditions by modelling industry operating conditions and contingencies.

Assessment must ensure access to:

- use of suitable facilities, equipment and resources, including:
 - workplace health and safety (WHS) standards
 - personal protective equipment (PPE)
 - organisational policies and procedures
 - maintenance requests
 - hand and power tools appropriate to the maintenance tasks.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

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