



Australian Government

Department of Education, Employment and Workplace Relations

HLTPOP322B Implement a disaster plan

Release: 1

HLTPOP322B Implement a disaster plan

Modification History

Unit Descriptor

This unit describes the competencies required to fulfil the workers roles and responsibilities in responding to a disaster, as set out in a prepared disaster plan

Application of the Unit

Licensing/Regulatory Information

Pre-Requisites

Employability Skills Information

The required outcomes described in this unit of competency contain applicable facets of Employability Skills

The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements

Elements and Performance Criteria Pre-Content

Elements define the essential outcomes of a unit of competency.

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in *italics* are elaborated in the Range Statement.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Identify existing local disaster planning strategies	1.1 Identify local community organisations providing emergency services through discussions
	1.2 Clarify disaster plan and/or strategies and disaster planning exercises for the community
2 Identify own role in the delivery of the disaster plan	2.1 2.4 Put in place appropriate joint planning
	2.2 2.1 Identify local disaster planning processes

- 2.3 2.2 Identify roles and responsibilities of the **disaster planning coordinator** and other persons and determine worker's own role
 - 2.4 2.3 Identify relevant state/territory lead agency local representative and contact as appropriate
- 3 Ensure role of **community organisations** in the delivery of the disaster plan is understood
 - 3.1 Identify and explain roles and responsibilities of community organisation
 - 3.2 Undertake assessment of skills and possible training of community organisation representatives
 - 3.3 Undertake disaster planning exercises in line with community and organisation requirements
- 4 Provide feedback on disaster plan
 - 4.1 Assess the effectiveness of the disaster plan
 - 4.2 Identify and document ways to improve the disaster plan
 - 4.3 Provide supervisor/manager and disaster planning coordinator with information on the effectiveness of the disaster plan and suggested ways to improve

Required Skills and Knowledge

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

Essential knowledge:

Relevant policies, protocols and procedures of the organisation
Relevant equipment and technology (types, sources, operation and maintenance)
Small group facilitation
Local resources, suppliers and trades people
Project development
The content of the disaster plan

Essential skills:

Ability to:
Communicate effectively
Network, negotiate
Demonstrate implementation skills related to the worker's role and responsibilities in implementing the disaster plan

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate this competency unit:

The person being assessed must provide evidence of Essential Knowledge as well as Essential Skills specified in this competency unit

Access and equity considerations:

All workers in the health industry should be aware of access and equity issues in relation to their own area of work

All workers should develop their ability to work in a culturally diverse environment

In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people

Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities

Context of and specific resources for assessment:

The workplace is recommended including assessment by supervision and peers
Information may be gathered from supervisors and peers, by observation and inquiries and from written and other sources.
Off-the-job role plays and exercises may also be used

Range Statement

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. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Disasters may include:

Floods
Cyclones
Nuclear
Fires
Riots/raids
Earthquakes

A disaster plan (and planning strategies or processes) means:

Guidelines and/or plans for responding to various types of disaster, detailing worker roles and responsibilities, resource needs and sources and situation management strategies

The disaster plan coordinator refers to:

The person in the community/service/organisation (or another organisation) who is assigned the responsibility of co-ordinating the full implementation of the Disaster Plan

Community organisations may include:

State/territory health department
Police
Social security
Local government
Emergency services
Non-government organisations
Service providers of various types
Community groups who provide care to the community

Lead agency means:

The organisation with primary co-ordination responsibility for managing the response to the disaster

Cultural context:

The competency standards are based upon acknowledgment and support of the diverse cultural and traditional values of communities that the health worker works in. Health workers are upholders of traditional and cultural values. Their behaviour and practice must be culturally sensitive and supportive of traditional healing and health, knowledge and practices.

Community control:

Community participation and control in decision-making is essential to all aspects of health work, and the role of the health worker is to support the community in this process.

Supervision:

In this document, references to supervision describe supervision of work by more experienced workers, supervisors, managers or other health professionals, either directly or indirectly.

Unit Sector(s)