



Australian Government

Department of Education, Employment and Workplace Relations

HLTAMBAE403D Follow procedures for routine safe removal of client

Release: 1

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Modification History

HLT07 Version 4	HLT07 Version 5		Comments
HLTAMBAE403C Follow procedures for routine safe removal of client	HLTAMBAE403D - Follow procedures for routine safe removal of client	Unit updated in V5 - ISC upgrade changes to remove references to old OHS legislation and replace with references to new WHS legislation. No change to competency outcome.	

Unit Descriptor

Descriptor

This unit involves following procedures to ensure safe removal of the client under *routine conditions* as part of ambulance work

Application of the Unit

Application

Application of skills described in this competency unit refers to routine situations where clients are not anticipated to have an immediately life threatening injury, illness or condition

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Not Applicable

Employability Skills Information

Employability Skills

This unit contains Employability Skills

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

ELEMENT

PERFORMANCE CRITERIA

1. Assess non-emergency situation in relation to safe removal of the client

- 1.1 Survey scene and assess condition of client in relation to *procedures* necessary for safe removal of client
- 1.2 *Formulate plan* based on assessment of all factors and with client condition and welfare as the prime concerns
- 1.3 Identify additional resources for safe removal of client, as required, based on an assessment of the situation

2. Implement procedures for safe removal of the client

- 2.1 Obtain any *resources* necessary for the safe removal of the client
- 2.2 Implement plan to ensure safety of personnel and client welfare
- 2.3 Negotiate and maintain means of safe movement of the client according to Work Health and Safety (WHS) Acts as well as organisation policies and procedures
- 2.4 Ensure actions are in accordance with local ambulance standard operation procedure

ELEMENT**PERFORMANCE CRITERIA****3. Monitor removal procedure**

3.1 Constantly monitor removal procedure with reference to needs, condition and safety of the client and personnel

3.2 Constantly monitor client welfare and any factors impacting on safe movement of the client

3.3 Modify removal procedure as necessary to ensure ongoing safety of client and personnel

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Essential knowledge:

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes knowledge of:

- WHS policies and procedures relevant to the movement of clients
- Client care requirements under a range of circumstances involving movement of client
- Correct use of relevant equipment and potential for adaptation of available resources
- Factors which may affect safety and welfare of client and crew

Essential skills:

It is critical that the candidate demonstrate the ability to:

- Demonstrate:
 - movement of clients (including disabled clients) under a variety of conditions and situations
 - correct and safe application of appropriate lifting techniques
 - proper use of various types of equipment required for safe routine egress
 - compliance with WHandS requirements during procedures
 - ensuring that the welfare of client and crew is paramount in procedures

In addition, the candidate must be able to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes the ability to:

- Use problem solving skills including:
 - using available resources
 - analysing information
 - making decisions that ensure client welfare during safe routine egress

REQUIRED SKILLS AND KNOWLEDGE

- Use oral communication skills (language competence) required to fulfil job roles as specified by the organisation, including:
 - asking questions
 - active listening
 - asking for clarification from client or other persons at the scene
 - negotiating solutions
 - acknowledging and responding to a range of views
- Use written communication skills (literacy competence) required to fulfil job roles as specified by organisation, including:
 - reading and understanding incident reports and case management materials
 - preparing handover reports for receiving agency staff
- Use interpersonal skills, including:
 - working with others
 - showing empathy with client and relatives
 - relating to persons from differing cultural, social and religious backgrounds

Evidence Guide

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 individual being assessed must provide evidence of specified essential knowledge as well as skills
- Evidence must include observation of performance in the workplace or in a simulated work situation
- Where, for reasons of safety, assessment takes place away from the workplace, simulations should be used to represent workplace conditions as closely as possible.
- Evidence must include demonstration over a period of time to ensure consistency of performance.

EVIDENCE GUIDE

- 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

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.

- Pre-planning may include, but is not limited to:*
- Potential resources required such as equipment, personnel, other services
 - Access and egress requirements
 - Identification of potential safety issues

- Modes of transport may include, but are not limited to:*
- Road ambulances
 - Clinic cars
 - Buses

RANGE STATEMENT

Routine conditions refer to:

- any situation that is non-life threatening

Resources may include, but are not limited to:

- Equipment
- Personnel

Procedures may include, but are not limited to:

- Assisting disabled clients
- Lifting equipment
- Carry chair
- Carry sheet
- Spine immobilisation equipment

Unit Sector(s)

Not Applicable