



Australian Government

Department of Education, Employment and Workplace Relations

HLTDA409C Assist in oral health care procedures during conscious sedation

Release: 1

HLTDA409C Assist in oral health care procedures during conscious sedation

Modification History

Not Applicable

Unit Descriptor

Descriptor

This unit of competency describes the skills and knowledge required to assist the dentist or dental specialist in carrying out oral health care procedures on clients during intravenous, oral and inhalation sedation

All procedures are carried out in accordance with occupational health and safety policies and procedures, current infection control guidelines, Australian and New Zealand Standards, State/Territory legislative requirements and organisation policy

Application of the Unit

Application

Demonstration of all performance criteria is to be under the direction of the dentist or dental specialist

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Pre-requisite units

This unit must be assessed after successful achievement of pre-requisites:

- HLTDA408C Assist in oral health care procedures during general anaesthesia
- HLTIN301C Comply with infection control policies and procedures
- HLTIN302B Process reusable instruments and equipment in health work
- HLTOHS300B Contribute to OHS processes

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. Prepare the client for oral health care procedures during conscious sedation | 1.1 Provide <i>written prescribed pre-operative and post-operative instructions</i> to the client prior to conscious sedation
1.2 Confirm and document arrangements for the provision of an <i>escort</i> following the procedure
1.3 Provide an appropriate environment for the client and/or carer to ask questions
1.4 Make accessible in the clean zone of the surgery the client's necessary <i>charts and records</i>
1.5 Maintain confidentiality of client information in accordance with dental practice/organisation policy and procedures |
| 2. Select and prepare equipment, instruments, materials and medicaments applicable for the oral health care procedures during conscious sedation | 2.1 Prepare ready for use the appropriate safety equipment for the monitoring of the client as directed by the operator
2.2 Prepare ready for use the <i>equipment for the delivery of inhalation sedation</i>
2.3 Prepare ready for use the <i>equipment used for the delivery of intravenous sedation</i> in accordance with dental practice/organisation and OHS policy and procedures
2.4 Prepare ready for use the <i>appropriate safety equipment for use in intravenous sedation</i>
2.5 Prepare ready for use the dental instruments, equipment, materials and medicaments for the planned procedure |

ELEMENT**PERFORMANCE CRITERIA**

- | | |
|--|--|
| 3. Assist the operator during conscious sedation | 3.1 Give <i>personal protective equipment</i> to the client and members of the dental team
3.2 Arrange instruments in order of use in accordance with operator requirements
3.3 Select and safely transfer correct dental instruments, equipment, materials and medicaments
3.4 Assist the operator when required to monitor the client airway and vital signs during conscious sedation
3.5 Record accurately and legibly oral health care treatment given, materials used and medicaments prescribed |
| 4. Assist in the recovery following conscious sedation | 4.1 Transfer client to the <i>post-operative recovery</i> room and monitor vital signs in accordance with operator instructions
4.2 Maintain venous access for intravenous sedation in accordance with operator instructions
4.3 Follow established guidelines and protocols while providing post-operative care
4.4 Communicate clearly with client and/or carer and provide written post-operative instructions to carer and/or escort
4.5 Discharge client only on instruction from the operator |

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:

- Current legislative requirements for the use of conscious sedation in dentistry and the role of the dental assistant
- Dental anatomy, anatomy and physiology, dental pharmacology and anaesthesia, oral pathology, dental histology, dental materials
- Fundamental knowledge of the fields of dentistry
- Physiology of respiration
- Reasons for keeping accurate records of oral conditions, treatments and the administration of conscious sedation
- The importance for clients to follow pre and post operative instructions
- The types of complications which may arise from the administration of conscious sedation
- Why medical emergencies may occur and the appropriate response including recognition of vital signs

Essential skills:

It is critical that the candidate demonstrate the ability to

- Consistently follow procedures to ensure client safety during oral health care procedures under conscious sedation
- Implement standard and additional precautions while preparing for and assisting with oral health care procedures under conscious sedation
- Maintain and store instruments, equipment, materials and medicaments
- Prepare clients, environments, instruments and materials for oral health care procedures under conscious sedation
- Provide chairside support to the operator during oral health care procedures under conscious sedation
- Use safe and correct handling of instruments, equipment and agents in the administration

REQUIRED SKILLS AND KNOWLEDGE

of intravenous sedation and conscious sedation in dentistry in accordance with legislative requirements

continued ...

REQUIRED SKILLS AND KNOWLEDGE

Essential skills (contd):

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:

- Assist effectively the dentist or dental specialist during conscious sedation
- Deal with conflict
- Identify behavioural characteristics of fear and anxiety
- Recognise, respond to and assist with medical emergencies during conscious sedation
- Use interpersonal skills to relate to people from a range of social, cultural and ethnic backgrounds and physical and mental abilities
- Use literacy skills to:
 - read and implement OHS policy and procedures, infection control guidelines and procedures, and other dental practice/organisation policies and procedures
 - select and apply the procedures to perform a range of tasks
 - follow sequenced written instructions
 - accurately and legibly record client details
- Use oral communication skills (language competence) required to fulfil the job role as specified by the dental practice/organisation, including skills in:
 - negotiation
 - asking questions
 - active listening
 - asking for clarification from client and/or carer
 - acknowledging and responding to a range of views
- Use problem solving skills including to:
 - use available resources
 - prioritise tasks
 - select and prepare instruments and equipment as directed by the operator
- Work with others and empathise with client and relatives

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.

EVIDENCE GUIDE

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
- Observation of workplace performance is essential for assessment of this unit
- Consistent compliance with infection control guidelines, occupational health and safety policies, Australian and New Zealand Standards and legislative requirements as they relate to the dental assistant's specific job role
- Consistency of performance should be demonstrated over the required range of workplace situations

Context of and specific resources for assessment:

- Where, for reasons of safety, access to equipment and resources and space, assessment takes place away from the workplace, simulations should be used to represent workplace conditions as closely as possible

Method of assessment

- Observation in the work place is essential
- Evidence of essential knowledge and understanding may be provided by:
 - traditional or online (computer-based) assessment
 - written assignments/projects
- Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice
- Questioning
- Staff and/or client feedback
- Supporting statement of supervisor
- Authenticated evidence of relevant work experience and/or formal/informal learning
- Role play/simulation

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

EVIDENCE GUIDE

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.

Written pre-operative and post operative instructions may include but are not limited to:

- Instructions related to specific procedures for intravenous, oral and inhalation sedation
- Premedication requirements
- Escort requirements

Escort may include but is not limited to:

- Personal carer
- Parent/guardian
- Friend
- Relatives
- Others

RANGE STATEMENT

Charts and records may include but are not limited to:

- Dental charts and dental treatment records
- Completed medical questionnaires
- Consent documents obtained for treatment
- Radiographs, tracings and measurements
- Diagnostic models
- Photographs
- Records of financial transactions
- Notes made by staff following telephone conversations
- Reports to and from referring dentists and specialists
- Copies of correspondence relating to the client

Equipment for the delivery of inhalation sedation may include but are not limited to:

- Oxygen and nitrous oxide gas cylinders
- Connecting tubing
- Mask
- Scavenging system
- Regulator
- Oxygen flush

Equipment used for the delivery of intravenous sedation

- Intravenous needles and syringes
- Mouth props
- Packs
- Intravenous agents including:
 - sedatives
 - tranquillisers
 - hypnotics
 - analgesics
 - emergency drugs

Appropriate safety equipment for use in intravenous sedation in dentistry may include but is not limited to:

- Laryngoscopes
- Suction apparatus
- Endotracheal tube
- Pulse oximeter

RANGE STATEMENT

Personal protective equipment may include:

- Examination gloves that comply with AS/NZS 4011 and surgical gloves that comply with AS/NZS 4179
- Footwear to protect from dropped sharps and other contaminated items
- Glasses, goggles or face-shields
- Gowns and waterproof aprons that comply with AS 3789.2 and AS 3789.3
- Guidelines for latex allergic clients and staff
- Lead apron
- Protection of the airway
- Sterile drapes
- Surgical face masks that comply with AS 4381

Post operative care may include:

- Post operative care in accordance with prescription by the dentist or dental specialist and legislative requirements
- Verbal and written instructions issued by dentist or dental specialist when appropriate

Unit Sector(s)

Not Applicable