



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **HLTMT407C Assist with special autopsy techniques**

**Release: 1**

## **HLTMT407C Assist with special autopsy techniques**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Descriptor**

This unit describes the knowledge and skills required for a mortuary technician to prepare for and assist with special autopsy techniques. It includes the removal, handling and storage of organs or other body structures, the collection of specialist specimens and assisting with medical imaging

### **Application of the Unit**

#### **Application**

Work performed requires a broad knowledge base and the ability to apply solutions to a defined range of unpredictable problems

Individuals will take responsibility for their own outputs and limited responsibility for the quantity and quality of output of others

All tasks are conducted in accordance with organisation policies and procedures including OHS and infection control guidelines

### **Licensing/Regulatory Information**

Not Applicable

## Pre-Requisites

### Pre-requisite unit

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

- HLTMT304C Assist with autopsy

## 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 body for autopsy

- 1.1 Follow *checking processes* correctly
- 1.2 Confirm details of *special autopsy*
- 1.3 Obtain and prepare relevant *equipment*
- 1.4 Correctly prepare, fix and label specimen containers
- 1.5 Correctly use *personal protective equipment*
- 1.6 Obtain body and check identification
- 1.7 Liaise with *medical officer* as appropriate

**ELEMENT****PERFORMANCE CRITERIA****2. Assist during suspected/  
known high risk autopsy**

- 2.1 Follow procedures and medical officer's instructions for *suspected/known high risk autopsy*
- 2.2 Eviscerate body following medical officer's instructions
- 2.3 Undertake and record *measurements*
- 2.4 Assist with collection of *specialist pathological specimens and samples*
- 2.5 Undertake organ retention and specimen documentation in line with *relevant legislation and organisation policy and procedure*
- 2.6 *Reconstruct, clean and restore* body to acceptable condition for viewing
- 2.7 Prepare body for storage and return for refrigeration storage

**3. Operate *photographic imaging equipment***

- 3.1 Identify and collect medical imaging equipment
- 3.2 Include labels in the image
- 3.3 Complete *documentation* according to organisation policy and procedures
- 3.4 Frame image appropriately
- 3.5 Produce accurate and clear images
- 3.6 Retrieve images in a timely manner
- 3.7 Maintain medical imaging equipment according to manufacturers' specifications

**4. Clean autopsy room**

- 4.1 Clean and safely store equipment
- 4.2 Sterilise equipment as required
- 4.3 Clean work area according to infection control policy and procedures
- 4.4 Safely dispose of waste according to organisation policy and procedures

## 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:

- Anatomy, physiology and pathology relevant to the role of the Mortuary Technician undertaking special autopsy techniques
- Cleaning techniques
- Common infection and other risks associated with autopsy procedures
- Mode of infectious disease transmission
- Principles of photography
- Relevant basic medical terminology
- Relevant organisation policies and procedures
- Workplace occupational health and safety in a mortuary

#### *Essential skills:*

It is critical that the candidate demonstrate the ability 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:

- Apply problem solving skills, including an ability to use available resources and manage a daily routine
- Communicate effectively with medical officer performing autopsy
- Correctly and safely use autopsy equipment
- Correctly label, identify and transport specimens
- Correctly use personal protective equipment
- Demonstrate body reconstruction and restoration techniques following autopsy
- Follow correct documentation procedures for organ retention, specimen recording and for photography
- Follow infection control and OHS policy and procedures
- Follow organisation waste management practices, including correctly and safely dispose of clinical and other wastes, taking into account opportunities to address waste

## REQUIRED SKILLS AND KNOWLEDGE

minimisation, environmental responsibility and sustainable practice issues

- Follow safe working procedures during autopsies
- Operate medical imaging equipment effectively
- Perform special autopsy techniques
- Remove and accurately measure and weigh fluids and organs
- Remove spine and bone marrow
- Use accurate special dissection techniques
- Use correct knife sharpening techniques
- Use numeracy skills including the ability to complete basic arithmetic calculations, and undertake measurements of volumes and weight
- Use oral communication skills required to fulfil job roles in a safe manner and as specified by the organisation, including skills in:
  - asking questions
  - providing clear information
  - listening to and understanding workplace instructions
  - clarifying workplace instructions when necessary
  - using effective verbal and non-verbal communication skills with a range of internal and external persons
- Use reading and writing skills competence required to fulfil job role in a safe manner and as specified by the organisation at a level of skill that includes reading workplace policy and procedure manuals and documenting administrative and clinical information

## 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
- This unit will be most appropriately assessed in the workplace under the normal range of workplace conditions
- Consistency of performance should be demonstrated over the required range of situations relevant to the

## EVIDENCE GUIDE

workplace

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

### *Method of assessment*

- Observation of work activities
- Written tasks
- Relevant formal and informal education/training courses
- Interviews/questioning
- Feedback from medical officer

### *Resource implications:*

- Access to an autopsy room where assessment can take place
- Autopsy equipment
- Relevant organisation policy, guidelines, procedures and protocols
- Relevant legislative requirements

### *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.

*Checking processes may include:*

- Ensuring consent or coroner's order to autopsy has been received
- Identification of deceased
- Infectious status of deceased
- Potential hazards (e.g. chemical, radiation, etc) which may be encountered during the autopsy
- Removal of implants and prostheses
- Identification of known or suspected high risk cases
- Confirmation of documentation with medical officer
- Identification and recording of scars, tattoos and distinctive features

*Special autopsies may include:*

- Foetus
- Neonate
- Paediatric
- Adult
- Skeletal remains
- Body parts
- Coroner's and hospital cases
- As determined by organisation policy and procedure

**RANGE STATEMENT**

*Equipment may include:*

- Autopsy table
- Trolleys
- Surgical instruments
- Scales
- Specimen containers
- Necropsy saw
- Knives
- Packing materials
- Needles
- Suture materials
- Body bags
- Electric scrubbers
- Cleaning equipment
- Camera
- Tape recorder

*Personal protective equipment may include:*

- Face protection
- Eye protection
- Gown
- Apron
- Surgical suits
- Gloves
- Protective footwear
- Respirators

*Medical Officer may refer to:*

- Pathologist
- Government medical officer
- Other medical practitioner

**RANGE STATEMENT**

*Suspected/known high risk autopsy may involve potential exposure to:*

- Tuberculosis (TB)
- CJD
- HIV
- Hepatitis C
- Anthrax
- Eboli
- Small Pox
- Chemical hazards (e.g. cyanide, phosphine)
- Radioactive hazards

*Measurements may include:*

- Length
- Weight
- Volume

*Special pathological specimens and samples may include:*

- Cervical spine
- Spinal cord
- Brain with spinal cord
- Spinal column
- Bone marrow
- Femur
- Inner ear
- Eye removal
- Nerves
- Specimens and samples for evidence
- Or as defined by organisation policy and procedures

*Relevant legislation may include:*

- Relevant State and Territory Legislation concerning organ retention

## RANGE STATEMENT

*Organisation policy and procedure may relate to:*

- Checking processes
- Identification
- Documentation and record keeping
- Organ retention
- Boundaries of the of the work role and scope of practice of the Mortuary Technician
- Specimen collection and preparation
- Medical Imaging
- Photography
- Photographic documentation
- Reconstruction and restoration of bodies
- Evisceration procedures
- Cleaning of autopsy room and equipment
- Sterilisation of equipment
- Waste management

*Reconstruction and restoration of bodies may include:*

- Reconstruction
- Cleaning cavities
- Packing of absorbent material
- Blocking orifices
- Replacement of organs
- Suturing incisions
- Insertion of prostheses
- Washing and drying body
- Bagging of body to appropriate standard and labelling

*Photographic equipment may include:*

- Photography equipment
- Digital imaging equipment

*Documentation may include:*

- Register of images
- Request for medical imaging
- Authorisation to use medical images

**RANGE STATEMENT**

*Infection Control policy and procedures may include:*

- Personal hygiene
- Cleaning procedures
- Cleaning of surfaces and equipment
- Use of cleaning chemicals
- Use of personal protective equipment
- Standard and additional precautions
- Disposal of clinical and other wastes

*Waste may include:*

- Human tissue
- Clinical wastes
- General waste
- Toxic waste

*Occupational health and safety policy may include:*

- Manual handling
- Use of equipment
- Storage of equipment
- Use of personal protective equipment

**Unit Sector(s)**

Not Applicable