



Australian Government

Department of Education, Employment and Workplace Relations

HLTTH405C Assist with preparation of clients for operative procedures

Release: 1

HLTTH405C Assist with preparation of clients for operative procedures

Modification History

Not Applicable

Unit Descriptor

Descriptor

This unit of competency describes the skills and knowledge required to provide assistance in the preparation and care of the client in the operating department prior to operative and anaesthetic procedures

Application of the Unit

Application

Work is performed within a defined range of functions and known routines and procedures, and in consultation with the anaesthetist and the operating room team. The work requires a range of well developed skills where some discretion and judgment is required, and individuals take responsibility for the quality of their outputs

All activities are carried out in accordance with organisation policies, procedures and infection control guidelines and under the direction of operating room health professionals

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Pre-requisite unit

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

- HLTAP401B Confirm physical health status

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 client in accordance with organisation policy and procedure

- 1.1 Use *personal protective equipment* correctly
- 1.2 Attach safely and securely to appropriate sites *equipment and consumables*
- 1.3 *Prepare* clients as required
- 1.4 Safely detach equipment when no longer required with minimum risk of damage to client, staff or equipment
- 1.5 Safely store equipment in accordance with manufacturer's recommendations, or prepare ready for re-use
- 1.6 Follow established procedures if equipment is found to be faulty

ELEMENT**PERFORMANCE CRITERIA****2. Assist with client transfer**

- 2.1 Identify correct operating table and table orientation before client is transferred
- 2.2 Inform *relevant personnel* of actions to be performed
- 2.3 Detach equipment not required
- 2.4 Safely and correctly adjust equipment attached to client during transfer
- 2.5 Maintain a safe working area and clear passage at all times and follow correct manual handling procedures
- 2.6 Minimise client discomfort
- 2.7 Re-connect and position equipment once *transfer* is completed
- 2.8 Maintain client's dignity before, during and after transfer

3. Position clients for operative procedure

- 3.1 Inform client of positioning procedure, reassure and seek co-operation as required
- 3.2 Ensure relevant equipment is available and correctly positioned
- 3.3 Take into account individual client needs and confirm with *relevant personnel*
- 3.4 *Protect* client from injury during positioning procedures
- 3.5 Follow correct manual handling procedures and seek assistance if required
- 3.6 Safely *position client* to meet the requirements of the anaesthetist and surgeon and the clients condition
- 3.7 Seek confirmation of correct position from anaesthetist and surgeon
- 3.8 Hold client in correct position as required by anaesthetist and surgeon
- 3.9 Maintain client's dignity

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 and physiology relevant to safe client handling (e.g. transfers, positioning)
- Functions of relevant equipment
- Infection control procedures
- Medical terms used in the operating room relevant to the worker's role
- Medico-legal implications of technician's role and work procedures
- Occupational health and safety procedures
- Range of positions required for operative procedures as per organisation policy and surgeon preference
- Risks and precautions in relation to anaesthetic procedures relevant to the theatre technician's role
- Risks and precautions in relation to client positioning
- Use of equipment, aids and attachments for client positioning

Essential skills:

It is critical that the candidate demonstrate the ability to:

- Demonstrate client transfer techniques
- Follow organisation policy and procedures for client confidentiality and privacy
- Use client positioning techniques and identify hazards
- Use correct procedures for attachment and detachment of relevant equipment from clients in the operating room
- Use manual handling procedures
- Work as part of a team and follow directions from operating room health professionals

In addition, the candidate must be able to effectively do the task outlined in elements and

REQUIRED SKILLS AND KNOWLEDGE

performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes the ability to:

- Communicate with health professionals
- Deal with difficult co-workers and conflict
- Maintain the client's dignity and privacy
- Maintain work practices which address the comfort and dignity needs of clients
- Solve problems including the ability to use available resources
- Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues
- Undertake and complete basic arithmetic calculations
- Undertake preparation of clients for application of relevant equipment
- Use oral communication skills as 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
 - literacy in English
- Use reading and writing skills as required to fulfil job roles in a safe manner and as specified by organisation at a level of skill that includes the ability to understand symbols used in OHS signs, reading workplace safety pamphlets or procedure manuals, and reading labels
- Work cooperatively in a team environment
- Work with others and display empathy 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.

Critical aspects for assessment and evidence required to

- The individual being assessed must provide evidence of specified essential knowledge as well as skills

EVIDENCE GUIDE

demonstrate this competency unit:

- Consistency of performance should be demonstrated over the required range of situations relevant to the 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

Context of and specific resources for assessment:

- Access to appropriate workplace where assessment can take place and relevant organisation policy, guidelines, procedures and protocols
- Simulation of realistic workplace setting for assessment

Method of assessment

- Observation of work activities when assisting with preparation of clients for operative procedures
- Observation of simulation and/or role play when assisting with preparation of clients for operative procedures
- Discussion of physical and/or behavioural contingency scenarios involving duty of care
- Authenticated transcripts of relevant education/training courses/
- Recognition of relevant life/work experience
- Written assignments/projects or questioning should be used to assess knowledge
- Authenticated reports of experience assisting with preparation of clients for operative procedures (Documentation associated with performance reviews, supervisor/co-ordinator evaluations of work performance)
- Training records associated with occupational health and safety training, orientation/induction training, safe manual handling, universal infection control procedures
- Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice

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
- Related units:*
- This unit can be assessed independently, however holistic assessment practice with other health services units of competency is encouraged

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.

- Personal protective equipment may include:*
- Gown
 - Gloves
 - Mask
 - Protective eyewear
 - Apron
 - Lead Gown

RANGE STATEMENT

Clients may include:

- Neonates
- Paediatrics
- Adolescents
- Adults
- Elderly
- Pregnant women
- Impaired clients
- Traumatised clients
- Unconscious clients
- Infectious clients

Equipment and consumables may include:

- Warming equipment
- Tourniquets and exsanguinators
- Operating table and attachments
- Anti-embolus equipment
- Electro-surgical unit
- Gel pads
- Trolleys
- Beds
- Transfer devices
- Wheelchairs
- Drains
- Catheters
- IV lines
- Absorbent under pads
- Diathermy plates
- Stockinette
- ECG dots

Skin preparation procedures may include:

- Shaving
- Removal of dressings
- Removal of plaster
- Removal of clothing

RANGE STATEMENT

Relevant personnel may include:

- Registered nurses
- Enrolled nurses
- Surgeons
- Anaesthetists
- Other medical practitioners
- Perfusionists
- Other operating theatre staff

Client transfer may include:

- Transfer of client on beds or trolleys
- Transfer of client from bed or trolley to operating table
- Use of wheelchair
- Correct use of transfer devices

Operative procedure may include:

- General, regional and local anaesthetic
- Interventional radiology
- General surgery
- Gastro-intestinal
- Ear, nose and throat
- Gynaecology
- Obstetrics
- Orthopaedics
- Vascular
- Urology
- Ophthalmic
- Oral, dental and maxillofacial
- Cardiothoracic
- Neurosurgery
- Plastics and reconstructive
- Trauma/emergency surgery

RANGE STATEMENT

Procedures for protection of clients may include:

- Confirmation with relevant personnel as to correct position and specific client risks
- Use of correct and safe positioning techniques
- Use of padding and supports to prevent necrosis and nerve damage
- Smooth movements
- Careful movement of joints
- Avoidance of sudden movements
- Avoidance of abnormal body positions
- Locking wheel brakes
- Maintenance of protection of heat loss

Client positions may include:

- Supine (Trendelenburg/reverse Trendelenburg, lithotomy, beach chair/sitting)
- Prone (knee/elbow, with laminectomy rest or spinal table, jack knife)
- Lateral (park bench, kidney positioning)
- Lithotomy (use of stirrups, Allen's Boots, knee crutches, lithotomy poles, Lloyd Davis)

Unit Sector(s)

Not Applicable