



Australian Government

Department of Education, Employment and Workplace Relations

LGAEHRH502B Implement immunisation programs

Release 2

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Modification History

LGAEHRH502B Release 2: Layout adjusted.

LGAEHRH502B Release 1: Primary release.

Unit Descriptor

This unit covers the planning and implementation of effective immunisation programs.

Application of the Unit

This unit supports the attainment of skills and knowledge required for competent workplace performance within councils of varying size and locations. Knowledge of the legislation and regulations within which councils must operate is essential. The role of council staff, elected members and management in protecting and managing the natural and built environment must be appropriately reflected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan immunisation programs	1.1 Immunisation programs and strategies are developed to achieve maximum immunisation rates and protect public health. 1.2 Adequately trained staff members are coordinated to conduct immunisation services to ensure programs are conducted safely and efficiently.
2. Coordinate immunisation programs	2.1 Resources and materials are provided and managed for immunisation sessions to facilitate a professional and efficient program. 2.2 Records on immunisation are maintained in a safe, accurate and efficient manner within legislative requirements, codes of practice and council requirements. 2.3 Communication and liaison is undertaken with relevant health and education professionals and relevant government agencies to maximise effectiveness of the immunisation programs. 2.4 Immunisation programs are reviewed and evaluated to maximise their effectiveness.

Required Skills and Knowledge

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

Required Skills

- liaison with public
- administration
- public promotion
- record keeping
- vaccine storage

Required Knowledge

- council structure and procedures
- relevant council policy and legislation
- immunisation procedures
- key organisations and individuals
- National Health and Medical Research Council immunisation schedules and handbook

Evidence Guide

Overview of assessment requirements

A person who demonstrates competency in this unit will be able to perform the outcomes described in the Elements to the required performance level detailed in the Performance Criteria. The knowledge and skill requirements described in the Range Statement must also be demonstrated. For example, knowledge of the legislative framework and safe work practices that underpin the performance of the unit are also required to be demonstrated.

Critical aspects of evidence to be considered

Planning and delivery of immunisation programs.

Context of assessment

On the job or in a simulated work environment.

Method of assessment

The following assessment methods are suggested:

- observation of the learner performing a range of workplace tasks over sufficient time to demonstrate handling of a range of contingencies
- written and/or oral questioning to assess knowledge and understanding
- completing workplace documentation
- third-party reports from experienced practitioners
- completion of self-paced learning materials including personal reflection and feedback from trainer, coach or supervisor

Evidence required for demonstration of consistent performance

Competency must be demonstrated in all Elements across a range of variables relevant to council's size, location and strategic plan.

Resource implications

Access to a workplace or simulated case study environment that provides the following resources:

- copies of relevant legislation
- council policies and procedures
- immunization materials such as:
 - records management systems
 - real or simulated key organisations and individuals
- vaccines
- syringes
- appropriate medical equipment and supplies

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. ***Bold italicised*** wording in the Performance Criteria is detailed below.

<i>Materials</i> may include:	• vaccines • medical equipment • record-keeping equipment • syringes • safety equipment • adrenaline
<i>Legislative requirements</i> may include:	• federal • state or territory • local government
<i>Council requirements</i> may include:	• council policies, procedures and guidelines • strategic, business and management plans • local ordinances, laws and by-laws

Unit Sector(s)

Health and Environment