



Australian Government

Department of Education, Employment and Workplace Relations

LMTMF5003A Produce accommodative orthoses

Revision Number: 1

LMTMF5003A Produce accommodative orthoses

Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge necessary for the production and fitting of accommodative orthoses.

Application of the Unit

Application of the Unit

This unit applies to activities associated with producing accommodative orthoses. Accommodative orthoses are made to assist with foot problems that require maintenance or pressure relief such as pressure sores or metatarsaltia, without correcting the foot structure or position. Work is generally conducted in a small business situation.

Translation of measurements and general foot shape from casts includes variables such as individual tissue tolerances, the nature and extent of demands as a consequence of the client's condition, existing foot characteristics, including joint stiffness and prominent deformities, as well as casting styles and material characteristics

This unit is applied according to OHS and workplace practices of the enterprise, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling

This unit requires the application of skill associated with communication to consult with other health professionals, produce accurate technical drawings, provide relevant information to the client and maintain client records. Team work skills are applied in working as part of a health team and in working with the client to ensure correct fit. Planning and organising, problem solving and initiative and enterprise are used to produce accommodative orthoses to client specifications. Self management skills are required to analyse all stages of work to ensure client needs and quality standards are achieved.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Select accommodative orthoses materials	1.1 Materials are selected that reflect client condition requirements and requirements for durability and performance 1.2 Other health professionals are consulted if necessary, to clarify or provide additional information
2 Make initial 3D design on cast	2.1 Design is consistent with material characteristics 2.2 Design is consistent with client anatomical features and condition needs
3 Produce technical drawing of accommodative orthoses	3.1 Drawing correctly specifies materials to be used in accommodative orthoses construction 3.2 Drawing correctly specifies anatomical matching, key references and specific performance requirements of accommodative orthoses 3.3 Dimensions and tolerances are correctly specified, including appropriate use of drawing symbols
4 Review the cast	4.1 Cast is reviewed for accuracy, material selection, three-dimensional design and consistency with technical drawing and prescription if present 4.2 Changes and refinements are made as necessary, including balancing aesthetic needs with footwear and condition requirements
5 Produce and post basic form	5.1 Basic form is produced to fitting accuracy of $\pm 1\text{mm}$ 5.2 Basic form reflects features that need to be checked for modification or refinement 5.3 Basic form is corrected and posted to accommodative orthoses standard
6 Produce trial fitting accommodative orthoses and conduct trial fitting	6.1 Trial fitting accommodative orthoses are produced 6.2 Diagnostic fitting is made and results interpreted for possible changes to accommodative orthoses design or materials 6.3 Existing shoes if provided, are modified for trial accommodative orthoses
7 Produce accommodative orthoses	7.1 Accommodative orthoses are produced, taking into account original assessment of client needs and results of trial fitting 7.2 Allowance is made for any variation between trial orthoses and final accommodative orthoses for example temporary posting 7.3 Dimensions and shape of accommodative orthoses are checked against specifications in technical drawing 7.4 Existing shoes if provided, are checked against accommodative orthoses and modified if necessary 7.5 Accommodative orthoses are finished off to established quality

ELEMENT	PERFORMANCE CRITERIA
	standards
8 Deliver and fit accommodative orthoses	8.1 A check is made of fitting and adjustments made if necessary 8.2 Client is informed of function, management and maintenance procedures for accommodative orthoses 8.3 Arrangements for follow-up are explained to client 8.4 Other health professionals are informed of supply of accommodative orthoses where appropriate 8.5 Supply of accommodative orthoses is noted in client records
9 Follow up client	9.1 Client is followed up according to schedule set at time of accommodative orthoses supply and appointments made if necessary 9.2 Function and state of accommodative orthoses is checked 9.3 Client condition is assessed and further medical grade footwear treatment or other health professional treatment arranged if necessary

Required Skills and Knowledge

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

Demonstrates knowledge of:

- the elements and principles of medical grade orthoses and footwear design and how orthoses can be used to meet specified requirements
- applied anthropometrics of the foot, the variables in and effects of physical force systems (orthotic and footwear) on the body and dimensional, shape and other physical characteristics of commercial orthoses and footwear
- footwear construction and standards; terminology; diagnostic and definitive constructions; modification processes; materials and tools and equipment used
- safety and environmental aspects of relevant workplace activities
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- use hand and machine tools, and operating computer equipment
- apply skills in a wide variety of cast materials
- produce, assessing and modifying casts
- evaluate, problem solving and addressing a variety of common footwear problems
- communicate and interact effectively and professionally with clients, component suppliers and in the workplace
- establish and interpreting procedures and processes
- determine report requirements and presenting reports and information in appropriate formats
- read, interpret and follow information on work specifications, standard operating procedures and work instructions and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

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 the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Demonstrates skills and knowledge to:

- obtain and clarify instructions and requirements
- identify special construction details and constraints
- take accurate measurements
- consider factors such as biomechanical requirements, volume expansion, functional and positioning requirements
- translate information into working patterns
- select appropriate materials
- check cast
- produce and fit accommodative orthoses
- identify and confirm timelines and costs
- communicate effectively with design team, customers etc.
- apply OHS policies in work operations
- maintain accurate records
- apply administrative functions related to the construction of custom-made medical grade footwear

Consistently applies skills and knowledge when:

- organising work
- completing tasks
- identifying improvements
- using workplace practices
- using OHS practices
- recording and reporting accidents and incidents
- assessing operational readiness of equipment used and work processes
- recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
- completing work systematically with attention to detail without damage to goods and equipment

Context and specific resources for assessment

Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment and to information on workplace practices and OHS practices.

Guidance information for

This unit may be assessed independently or in combination with other relevant units.

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 the Training Package.

assessment

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. Bold italicised wording, if used in the Performance Criteria, is detailed below. 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.

Legislative/regulatory requirements	All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.
Accommodative orthoses may include	• removable or incorporated insert
Materials may include:	• used may include rubber • ethyl vinyl acetate (EVA) and polyurethane foams • cork • leather
Tools may include:	• hand and machine tools • vacuum moulding equipment • computer-aided and mechanical duplicators
OHS practices	OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may include: • manual handling techniques • standard operating procedures • personal protective equipment • safe materials handling • taking of rest breaks • ergonomic arrangement of workplaces • following marked walkways • safe storage of equipment • housekeeping • reporting accidents and incidents • other OHS practices relevant to the job and enterprise

Unit Sector(s)

Sector Medical Grade Footwear