



Australian Government

Department of Education, Employment and Workplace Relations

LMTMF6005A Produce custom-made medical grade footwear

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to produce custom-made medical grade footwear.

Application of the Unit

Application of the Unit

This unit applies to activities associated with manufacturing custom-made medical grade footwear. Significant judgement is required in planning, design, technical or supervisory activities related to products or processes.

Work is generally conducted in a small scale production or small business situation. Work role may include:

- sole practitioner
- member of a team of medical grade footwear specialists
- member of an enterprise or regional health care team

Liaison may occur with medical grade footwear practitioners, podiatrists and other order originators.

Shoe types may consist of slip-on, shoe, boot, sandal, inner shoe and orthotic incorporation

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 review job requirements and order forms, consult with client and other parties involved in production and maintain client files.

Planning and organising, problem solving, initiative and enterprise are required to manufacture medical grade footwear to meet specific design criteria. Skill and knowledge in required technology are applied to footwear production processes. Self management skills are required to analyse all stages of work to ensure specifications 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 Clarify client order	1.1 Job requirements and order form is reviewed to confirm that all required information has been provided prior to manufacture 1.2 Client is consulted, if necessary, to clarify or provide additional information
2 Determine resources required to manufacture medical grade footwear	2.1 Availability of materials of the type and quality required to manufacture footwear components are confirmed 2.2 Materials to make footwear components are selected to match design requirements 2.3 Special or 'one-off' materials are ordered from appropriate suppliers and availability within specified timelines is confirmed
3 Check the shoe last if manufactured elsewhere	3.1 The last is checked to confirm that it complies with order form and is free of construction faults 3.2 Specific design and construction features of the last are discussed with other medical grade footwear practitioners if required 3.3 Assistance in conducting a trial last fitting (pre-pattern) is provided, if required
4 Check pattern and conduct trial pattern fitting	4.1 The pattern is reviewed to ensure compliance with order form and last construction 4.2 Design features and use of pattern are clarified with pattern maker or client, as required 4.3 Trial pattern fitting is conducted, if necessary
5 Construct and finish footwear	5.1 A mock-up of the design is made to clarify order specifications, if necessary 5.2 Appropriate techniques needed to produce the footwear are selected to ensure achievement of design specifications 5.3 Equipment is checked to confirm compliance with manufacturer operating procedures and OHS practices 5.4 All pieces are cut from the patterns and upper is sewn and closed 5.5 Componentry is prepared, cut and built, including innersoles and orthotic componentry 5.6 Footwear is prepared and lasted 5.7 Sole, heel and build-up are constructed and bottom attached, including external raisers, as required 5.8 Liaison occurs with relevant personnel during the production of the custom-made medical grade shoes 5.9 Finishing off is carried out, final components added and product given final check to ensure compliance with established quality standards prior to delivery to client as appropriate
6 Perform record	6.1 Client files are maintained

ELEMENT	PERFORMANCE CRITERIA
keeping procedures	6.2 Administrative tasks are completed

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 footwear design and how they can be used to meet specified requirements
- footwear construction and standards; terminology; diagnostic and definitive constructions; modification processes; materials and tools and equipment used
- other practitioners in the field and in major related fields, including their roles, capabilities and limitations
- 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
- produce custom-made medical grade components and footwear
- evaluate, problem solve and address a variety of design and construction problems
- communicate and work effectively with work colleagues, associates and clients, encompassing teamwork, client confidentiality and appropriate communication and interpersonal skills
- consult and liaise in a professional manner with people external to the enterprise such as podiatrists and other order originators
- 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:

- interpret order form for footwear construction
- identify timelines
- determine resources required to meet design and construction requirements
- identify special construction details and constraints
- construct components
- assemble footwear
- finish final product and ensure quality
- communicate effectively with medical grade footwear practitioners, podiatrists or other order originators as required
- 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 assessment

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

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.
Materials may include:	• a full range of conventional leathers • appropriate textiles, plastic sheeting, appropriate padding, reinforcement • sole and related materials • fastening or closing devices • other specific items such as adhesives, threads and steel toe caps • other new materials as developed
Last may include:	• plaster • wood • polyester-nylon • expandable foams • casting polyurethane
Footwear components may include:	• soles • insoles • heels • unit soles • ethyl vinyl acetate (EVA) branded outsoles • TPR material soles • rubber soles • toe puffs • counters • eyelets
Equipment may include:	• hand tools • vacuum forming and heat moulding equipment • sewing machines • sanders and polishers
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