



Australian Government

MSL975002 Perform haematological tests

Release: 1

MSL975002 Perform haematological tests

Modification History

Release 1. Supersedes and is equivalent to MSL975002A Perform haematological tests

Application

This unit of competency covers the ability to determine levels, function, activity and interactions of cellular and plasma components of blood using tests and procedures identified with the discipline of laboratory haematology.

This unit of competency is applicable to laboratory technicians and technical officers working in the biomedical industry sector. While this unit focuses on the laboratory investigation of human physiology and pathology, it reasonably describes aspects of work performed in veterinary settings. The unit of competency assumes that technical personnel would perform tests and procedures under close supervision. The results of their work would also normally be integrated, interpreted and reported on by supervising scientists and medical pathologists. Although a supervisor may not always be present, the technician will follow standard operating procedures (SOPs) that will clearly describe the scope of permitted practice in modifying testing procedures, interpreting data and for communicating test results to people outside the laboratory. People performing haematology tests will meet the requirements of the laboratory that they are working in regarding the education and training they must have to perform the tests.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

MSL973007 Perform microscopic examination

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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|---|---|-----|--|
| 1 | Process samples and associated request details | 1.1 | Sort specimens according to tests requested, urgent status and volume |
| | | 1.2 | Return samples and request forms that do not comply with requirements to their source with reasons for non-acceptance |
| | | 1.3 | Log acceptable samples and request forms, applying required document tracking mechanisms |
| | | 1.4 | Process samples as required by requested tests |
| | | 1.5 | Store samples and sample components appropriately until ready for testing |
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| 2 | Perform tests | 2.1 | Select authorised tests that are indicated for the requested investigations |
| | | 2.2 | Conduct individual tests according to documented methodologies, applying required quality control procedures |
| | | 2.3 | Record all results, noting any phenomena that may be relevant to the interpretation of results |
| | | 2.4 | Seek advice of section head or other responsible colleague when result interpretation is outside parameters of authorised approval |
| | | 2.5 | Store unused sample or sample components, for possible future reference, under conditions suitable to maintain viability |
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| 3 | Maintain a safe environment | 3.1 | Use established safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel |
| | | 3.2 | Clean up spills using appropriate techniques to protect |

- personnel, work area and environment from contamination
 - 3.3 Minimise the generation of wastes
 - 3.4 Ensure the safe disposal of biohazardous materials and other laboratory wastes in accordance with workplace procedures
- 4 **Maintain laboratory records**
- 4.1 Make entries on report forms or into computer systems, accurately calculating, recording or transcribing required data as required
 - 4.2 Update instrument maintenance logs as required by accreditation checklists
 - 4.3 Maintain security and confidentiality of all clinical information, laboratory data and records

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards, guidelines and codes covering competence of testing and calibration laboratories, laboratory safety, biological safety cabinets, occupational protective equipment, labelling of workplace substances, storage and handling of dangerous goods, physical containment levels and facility types, safety cabinets, work health and safety (WHS) requirements, quality management and environmental management
- specific regulations, codes, guidelines and business rules, such as Human Tissue Acts and regulations, Australasian Society of Blood Transfusion Guidelines for Pre-transfusion Testing, and Australian Red Cross Blood Service
- workplace documents, such as SOPs; quality procedures; equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; laboratory schedules; workplace recording and reporting procedures; waste minimisation, containment, processing and safe disposal procedures; and cleaning, hygiene and personal hygiene requirements
- instructions to comply with new legislation, standards, guidelines and codes
- sampling procedures (labelling, preparation, storage, transport and disposal) and test procedures (validated and authorised)
- schematics, work flows, and laboratory stock records and inventory
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Communication

Communication involves interactions with one or more of:

- supervisors and managers (laboratory, quality and customer service)
- other laboratory or clinical personnel
- patients and clients
- personnel of accreditation agencies (e.g. national Association of Testing Authorities (NATA))

Safe work practices

Safe work practices include, but are not limited to, one or more of:

- ensuring access to service shut-off points

- recognising and observing hazard warnings and safety signs
- labelling of samples, reagents, aliquoted samples and hazardous materials
- handling and storage of hazardous materials and equipment in accordance with labelling, MSDS and manufacturer instructions
- identifying and reporting operating problems or equipment malfunctions
- cleaning and decontaminating equipment and work areas regularly using workplace procedures
- using PPE, such as gloves, safety glasses, coveralls and gowns
- using containment facilities (e.g. PCII, PCIII and PCIV physical containment laboratories), containment equipment (e.g. biohazard containers, laminar flow cabinets, Class I, II and III biohazard cabinets) and containment procedures

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

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Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>